

**COM 207: Introduction to Communication Inquiry**  
**Summer 2017 ONLINE Session A - #41569 (5/16/17 – 6/26/17)**

**Instructor:** Carlos A. Flores, M. A.  
**Email:** caflores9@asu.edu

**Instructor:** Bailey M. Oliver, M. A.  
**Email:** Bailey.M.Oliver@asu.edu

---

**Catalog Description:** Bases of inquiry into human communication, including introduction to notions of theory, philosophy, problems, and approaches to the study of communication.

**Enrollment requirements:** Pre-requisite, COM 100 with C or better; Minimum 2.50 GPA.

**Course Time Commitment:** This three-credit course requires approximately 135 hours of work. Please expect to spend around 18 hours each week preparing for and actively participating in this course. This is a standard, university defined, framework for the time commitment expected in all 3 unit courses.

---

**Instructor Communication and Hallway Conversations:** For assignment and other course related questions, please go to the "Hallway Conversations" forum in the discussion board content area and post your question under the appropriate link. Prior to posting a question, please check the syllabus, announcements, and existing posts. If you do not find an answer, post your question. You are encouraged to respond to the questions of your classmates.

Email and Hallway Conversations postings will be addressed Monday-Friday (normal working hours Arizona time), typically within 24-48 hours. Please resend your message if 48 hours have passed and you have not received a response. Emails sent after normal working hours on Friday may not be returned until Monday.

**Do not use any email account other than your official ASU address.** Emails from non-ASU accounts may be immediately deleted. All correspondence in this course must be conducted in a professional and respectful manner.

---

**Course Description:** Introduction to Communication Inquiry is a foundational course for all communication majors. It prepares you for more in-depth courses on single communication topics by showing you how communication theory and research interrelate. The course is structured as follows - each week contains a Module. Each week's Module is comprised of a Theory Track and a connected Research Track. The Theory Track provides you with a variety of important communication theories that will help you to understand communication in different contexts while also introducing you to ways of knowing and learning things, which is called epistemology.

The Research Track introduces you to communication research. For the purposes of this course, the research that you will do includes finding and understanding recent, meaning within the past 15 years, scholarly information about a specific communication theory, summarizing what is known about that theory, and identifying questions that the theory has not yet answered.

Please note that what you are doing is most accurately called "library research." You will be finding and assessing academic articles that use the term 'research' in a slightly different way. The articles you find and

use must be about actual research on real people using methods like experiments, interviews, or focus groups. Please see the general assignment requirements under the assignments tab of the Blackboard site for more information about these requirements. For the final course project, you will select a communication theory, conduct a review of relevant communication research literature, and compose an academic literature review using APA style.

---

**Course Objectives:** By the end of the course, you will be able to

- explain the basic paradigms of human communication inquiry.
  - describe and apply the basic vocabulary of communication research and theory.
  - recognize, describe, and explain a broad range of communication theories.
  - locate, read, and critically summarize communication research studies.
  - write a review of literature (“synthesis of scholarship”) in accurate APA style.
  - connect communication theory and practice to your everyday life.
- 

**Required Texts:**

Griffin, E., Ledbetter, A., & Sparks, G. (2015). *Communication: A first look at communication theory* (9th ed.). Boston, MA: McGraw Hill.

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: American Psychological Association.\*

\* We strongly recommended that you obtain a copy of the 6<sup>th</sup> edition APA Manual. This is an important resource for doing well in all of your upper division communication classes. Used copies are readily available online.

Other texts, including academic articles posted to Blackboard as well as several that you will find and acquire on your own, are also part of your required readings.

---

**ASU Disability Resource Center:** Students with disabilities that have been certified by the ASU Disability Resource Center (DRC) will be appropriately accommodated. They must, however, inform the instructor of their needs as soon as possible, provide the appropriate documentation within the first week of class, and make all necessary arrangements with the DRC.

**Accessibility Statement:** In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act as amended (ADAAA) of 2008, professional disability specialists and support staff at the Disability Resource Center (DRC) facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities.

Qualified students with disabilities may be eligible to receive academic support services and accommodations. Eligibility is based on qualifying disability documentation and assessment of individual need. Students who believe they have a current and essential need for disability accommodations are responsible for requesting accommodations and providing qualifying documentation to the DRC. Every effort is made to provide reasonable accommodations for qualified students with disabilities. Qualified students who wish to request an accommodation for a disability should contact the DRC by going to <https://eoss.asu.edu/drc>, calling (480) 965-1234 or emailing [DRC@asu.edu](mailto:DRC@asu.edu). To speak with a specific office, please use the following information:

ASU Online and Downtown Phoenix Campus  
University Center Building, Suite 160  
602-496-4321 (Voice)

West Campus  
University Center Building (UCB), Room 120  
602-543-8145 (Voice)

Polytechnic Campus  
480-727-1165 (Voice)

Tempe Campus  
480-965-1234 (Voice)

**ASU Online Access:** This course is delivered solely through the Internet. Please see <http://asuonline.asu.edu> for online course information and <http://asuonline.asu.edu/student-resources/technical-support> for a list of TECHNICAL REQUIREMENTS that you need to access and properly use this course. If you are unfamiliar or uncomfortable with this type of computer-mediated environment, you may be better suited in a face-to-face section. Students are not permitted to contact the instructor in any way other than email or the Hallway Conversations forum.

Please become familiar with the class interface as soon as the session begins. Seek help if necessary! All ASU campuses have resources available to help you succeed. A lack of technical knowledge is not an acceptable excuse for late work. All students are responsible for managing their time in regards to assignments, exams, quizzes, discussion boards, and other course content. There are infrequent periods where Blackboard is inaccessible for system maintenance. Information on these planned outages can be found at <http://systemstatus.asu.edu/>. You are responsible for compensating for planned system outages. Unplanned outages will be dealt with on a case-by-case basis.

**Technical Support:** If you need help with technical problems, you can email, chat live with a support technician, or call 855-278-5080 (choose option 3, then option 2). Email and Live Chat links to technical support are available on the course site. Technical assistance is available 24 hours a day. Please do not contact instructors regarding these matters, they cannot assist with either user-related or system-related technical issues.

---

**An Important Note:** This class, as all others in the Hugh Downs School, is taught in English. If English is not your first language or you are having other difficulties in speaking, writing, or understanding, please seek assistance through the university. Available resources are the on campus Writing Center, <http://tutoring.asu.edu/writing-centers>, or the International Student office (which also provides conversational groups for non-native speakers). For strictly online students, the Writing Center is also available for online assistance: <http://tutoring.asu.edu/online-tutoring>. Since this class is taught in English, all work in this course will be graded based on a common rubric that assumes an understanding of English.

---

**Course Assignments and Schedule:** Modules are comprised of one week, which is Monday through Sunday, with the exception of exams. Exams contained within Modules are open on specified days. All chapter reading assignments and skill sets for the week / module are due before midnight (meaning 11:59 PM), Arizona time, on the appropriate due date. Research Track assignments have specific due dates that vary throughout the term. Due to the self-directed nature of this online course and the time frames in which students may complete and submit coursework, **late work cannot and will not be accepted for any reason.**

Each module will be open from the beginning of the session. You are encouraged to look and work ahead of schedule. However, please do the work in the proper order and pay close attention to due dates. To complete your literature review successfully, you will need to be working on it over the course of the entire session. You should understand that the other research assignments are all intended to build toward your

literature review and should be taken seriously. Finally, you should be very careful and fully prepared when you take the exams.

---

**If you are repeating COM 207:** You may NOT turn in work that duplicates or substantially reuses assignments or papers you did in this or any other class. Doing so constitutes a breach of academic integrity and may result in failure for the assignment, failure for the class overall, or potentially a grade of XE (failure due to academic dishonesty). In short, you must do new work for this class.

---

**Point Breakdown:**

**Course Participation (15 points)**

Syllabus Quiz	5 Points
Getting to Know You Discussion Board Posts	10 Points

**Theory Assignments (130 points)**

Theory in Action Discussion Board Posts (3, 10 points each)	30 Points
Theory Exam	100 Points

**Research Assignments (255 points)**

APA Assignment	25 Points
Annotated Bibliography	50 Points
Coding Sheets (3 @ 10 points each)	30 Points
Literature Review	100 Points
Research Exam over Skill Sets	50 Points

<b>TOTAL</b>	<b>400 Points</b>
--------------	-------------------

## Course Schedule

### Module 1

May 16 – May 18

Syllabus Quiz due before midnight on **Thursday, May 18th.**

Complete “Getting to Know You Discussion Board” before midnight on **Thursday, May 18th.**

Module 1:

Read Griffin Chapters 1, 2, 3 & 4

View Theory Slides

Complete skill sets 1 & 2

Suggestion: Look ahead and plan for assignment due dates, begin work on APA assignment and consider what theory you will select to write your literature review assignment on.

### Module 2

May 19 – May 21

Module 2:

Read Griffin 5, 11, 23 & 24

View Theory Slides

Complete skill sets 3, 4 & 5

Theory Assignment – “Theory in Action Discussion

Board” #1 due before midnight on **Sunday, May 21st.**

Suggestion: Look ahead and begin work on your Coding Sheets Assignment.

### Module 3

May 22 – May 28

Module 3:

Read Griffin Chapters 19, 21, 27 & 36

View Theory Slides

Complete skill sets 6, 7 & 8

Research Assignment - “APA Writing Style Assignment” due via the assignment link in Blackboard before midnight on **Wednesday, May 24<sup>th</sup>.**

Theory Assignment - “Theory in Action Discussion

Board” #2 due before midnight on **Sunday, May 28th.**

Suggestion: You should have a theory selected, have read the Literature Review Info, and begun work on your Annotated Bibliography assignment.

### Module 4

May 30 – June 4

Module 4:

Read Griffin Chapters, 7, 8, 12 & 9

View Theory Slides

View the Writing an Annotated Bibliography tutorial

Complete skill set 9

Research Assignment - “Coding Sheets” due as one document via the safe assignment link in Blackboard before midnight on **Thursday, June 1<sup>st</sup>.**

Theory Assignment - “Theory in Action Discussion

Board” #3 due before midnight on **Sunday, June 4th.**

**Module 5**

June 5 – June 11

Module 5:

Research Assignment - “Annotated Bibliography” due via the assignment link in Blackboard before midnight on **Sunday, June 11<sup>th</sup>**.

\*NOTE Theory Exam opens this weekend.

The Theory Exam will be open from **Saturday, June 10<sup>th</sup> to midnight Wednesday, June 14<sup>th</sup>**.

Suggestion: Continue to work on writing your Literature Review. You should have a solid draft of it by now.

**Module 6**

June 12 – June 18

Module 6: Exams

Complete Skill Set 10

Theory Exam (Located in Module 5 Theory Track)

The Theory Exam will be open from Saturday, June 10<sup>th</sup> to midnight **Wednesday, June 14<sup>th</sup>**.

Research Exam (Located in Module 7 Research Track)

The Research Exam will be open from Wednesday, June 14<sup>th</sup> to midnight **Sunday, June 18<sup>th</sup>**.

**Module 7**

June 19 – June 23

Module 7: Literature Review

“Literature Review” assignment is due via the assignment link in Blackboard **before midnight on Friday, June 23<sup>rd</sup>**. Final paper grades and final course grades will be posted as soon as possible.

## Final Grades - Grading Scale:

392 - 400 = A+    352 - 357 = B+    312 - 317 = C+    238 - 277 = D  
363 - 391 = A    327 - 351 = B    278 - 311 = C    237 - below = E  
358 - 362 = A-    318 - 326 = B-

---

**A Note on Grading:** Assignments that simply fulfill mechanical requirements like word counts or other requirements as stated in the assignment description are considered average work and are therefore graded in the 70th percentile. Higher grades are reserved for assignments that demonstrate exceptional (80th percentile) or outstanding (90th percentile) understanding and application of the course materials.

Imagine it this way. Two people are asked to draw a face. One person draws a circle with a smile and a couple dots for eyes. The other person draws a reasonable likeness of an actual face. The first person simply fulfilled the mechanical requirement. The other person went above and beyond the simple mechanical requirement and actually tried to do something more meaningful. These two efforts are not equal. One is clearly more valuable than the other in terms of learning and improvement. To grade merely adequate work as if it were the same as excellent or outstanding work is not fair to people who put in the extra effort.

**Grades:** If you have a question or concern about a grade you should send a detailed description of your grade concern to me within three days of the posted grade. I will carefully review the posted grade and your question/concern and respond to you within one week. I reserve the right to lower your score after taking the time to re-assess a grade. Please read the following for an understanding of what I consider to be a fair grade.

### **A & A- =**

Writing excellence for all assignments, at least 90% on exams, all work submitted on time, commitment to course, respect.

### **B+ =**

An ability to think critically and display this in papers and exams, and an above average commitment to the course.

### **B & B- =**

Similar to B+ work, but missing some of the criteria listed above.

### **C+ =**

Completion of all assignments, adequate understanding of course work, indicative of solid effort and understanding.

### **C =**

Completion of all assignments, average scores on papers and exams.

### **D =**

Below average work, usually indicative of missed assignments, not following assignment instructions, or poor exam scores.

### **E =**

Failure to meet the course requirements.

**Deadlines:** Unless otherwise noted, the deadline for all online assignments is before midnight (this means 11:59 PM) Arizona time on the due date. Computer and/or system problems do NOT excuse late work or missed quizzes or exams. No late assignments will be accepted. Deadline extensions will be considered ONLY for those who immediately provide written and verifiable documentation of severe illness or death in the immediate family.

**Submitting Assignments:** The APA assignment, the Annotated Bibliography, the Coding Sheets, and your Literature Review will be submitted to links labeled with the assignment title. All assignments are checked for plagiarism. Always attach your assignments as a file in the appropriate assignment submission link using the Attach File option. Do not attach PDFs. Use Word or Word compatible documents only (.doc or .docx).

Do not copy and paste your assignment or use the Text Submission / Write Submission option. Assignments may NOT be submitted via e-mail. It is your responsibility to properly submit assignments. Improperly submitted assignments cannot be graded and will receive a grade of 0 (zero).

**Writing Requirements for ALL Assignments:** All papers should be typed in black 12-point Times New Roman, be double-spaced (unless otherwise noted) and have one-inch margins. All submissions must be your work and solely your work. You are expected to write at a collegiate level. Use of “text message” lingo in a written assignment will result in 0 for the assignment. Writing in a scholarly manner is a major component of this course. If you need help with spelling, grammar, or APA format, contact the campus Writing Center which is available for on-line assistance: <http://tutoring.asu.edu/online-tutoring>. You may also visit the Writing Center in person <http://tutoring.asu.edu/writing-centers>.

**IMPORTANT:** Failure to properly apply APA style will significantly reduce your grades. Do not simply copy the index listing that led you to a source, assuming that it is accurate APA. Do not rely on automatic APA format generators. They are unlikely to be correct and will cost you points. Please note that it is exceedingly difficult to apply APA properly without direct access to the APA manual. Online guides are rarely enough. ASU librarians may be able to provide you with some assistance but may not always be familiar with the most recent changes in APA style. The APA manual should be your main reference guide.

**Assignment grading will be based on:**

1. Meeting ALL of the defined requirements.
2. Clarity of expression.
3. Quality of reasoning (logical, consistent, sufficient).
4. Mechanics (good writing, spelling, grammar, APA style, proper formatting, etc.).

**Assignments:** Following are brief descriptions of the Com 207 assignments. Do not rely on these descriptions alone to complete the assignments. Specific instructions for each assignment are found in the Assignments tab in the left menu. Meeting criteria for a writing assignment does not guarantee an A; it usually only constitutes a C. Earning an A means that your work is exceptional and very nearly flawless. B work is excellent, C work is average, and D work is below average. E work fails to meet requirements or is otherwise insufficient. Assignments that simply meet requirements are graded in the 70th percentile. Higher grades are reserved for assignments that demonstrate either exceptional or outstanding understanding, demonstration and application of course materials.

**APA Writing Style Assignment**

**25 points**

Please complete Skill Set 8: Mastering APA style before completing this assignment. APA format may be new to you, but you must learn to use it properly and proficiently in your academic writing. For this assignment, submit a document that provides nine APA examples. You must create (i.e., make up) original examples rather than copying examples from other sources (e.g., the APA manual, Purdue Online Writing Lab). Don't worry about being clever in your original (meaning made up) examples. Instead, focus on being accurate. Please put your full name and the name of the assignment on the document that you submit. You will lose one point for each error you make in this assignment. Errors in spacing, punctuation, and capitalization add up fast so be careful and review your assignment before submitting for grading! The assignment will be submitted through the assignment link before midnight Arizona time on the due date. Technical problems or differing time zones do NOT excuse late submission.



### **Coding Sheets**

**10 points each, 10 x 3 = 30 points total (you'll complete three and submit them as one document).**

Coding sheets outline key aspects of a research study in a scholarly article. The articles and the coding sheets should help you write your Literature Review. Thus, you will choose research articles for your coding sheets that are all based on the same one theory, the theory you will be writing about in your literature review assignment. Do not use theoretical essays, metatheoretical analyses, dissertations or conference papers that talk about a theory but don't do in original research. If you have questions about whether or not an article is appropriate for the assignment, don't hesitate to ask your instructor. You will complete three coding sheets. The assignment will be submitted through the assignment link before midnight Arizona time on the due date. Technical problems do NOT excuse late submission.

### **Annotated Bibliography**

**50 points**

The annotated bibliography is a list of sources (in this case, academic/scholarly journal research articles), each of which is followed by an annotation or a brief description of the source. The annotated bibliography will serve as an initial building block for your literature review/"synthesis of scholarship."

Four of the five sources you employ for the assignment must come from communication journals. All the articles must be research studies. Do not use theoretical essays, metatheoretical analyses, dissertations or conference papers that talk about a theory but don't engage in original research. If you have questions about whether or not an article is appropriate for the assignment, don't hesitate to ask your instructor. Additionally, all articles must be based on a communication theory described by Griffin in our course text, preferably (but not required) one that we have covered in the course. (e.g., expectancy violations theory; relational dialectics, social penetration theory, etc.) such that you will eventually be able to make some claims about the research conducted from your theory of choice (this builds the foundation for your eventual literature review). Ideally all your articles will be grounded in one single communication theory.

The assignment will be submitted through the assignment link before midnight Arizona time on the due date. Technical problems or differing time zones do NOT excuse late submission.

### **Research Exam over Skill Sets**

**50 points**

Your knowledge in communication and research will be assessed near the end of the semester through the Research Exam. This exam will be comprised of questions that stem from your research skill sets, covering a breadth of topics from locating relevant communication research to writing in an academic voice.

### **Literature Review**

**100 points**

The process of writing a literature review includes finding, reading, and evaluating current research on a specific theory. In this assignment, you will be required to include the following sections in your paper: 1) Introduction; 2) Theoretical Discussion; 3) Synthesis of Scholarship; and, 4) Conclusion. Please refer to the Assignments link for specifics of this and all other assignments. Please also refer to the "Literature Review Info" section of the course site. The information there is extremely important. The assignment will be submitted through the assignment link before midnight Arizona time on the due date. Technical problems or differing time zones do NOT excuse late submission.

**Course Policies:** Participation and Accountability: The content of this course is complicated. Read all of the assigned chapters and review the outlines and summaries, which are provided to assist in your learning but are not a substitution for your reading. Missing the deadline for completion of an assignment, a paper, an exam, or a discussion posting is not acceptable. You will receive a zero on an exam unless you have a fully and officially documented and viable excuse for not taking it on time.

**Student Conduct and Academic Integrity:** Academic honesty is expected of all students in all examinations, papers, laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see <http://provost.asu.edu/academicintegrity>. Additionally, required behavior standards are listed in the Student Code of Conduct and Student Disciplinary Procedures, Computer, Internet, and Electronic Communications policy, and outlined by the Office of Student Rights & Responsibilities. Anyone in violation of these policies is subject to sanctions.

Students are entitled to receive instruction free from interference by other members of the class. An instructor may withdraw a student from the course when the student's behavior disrupts the educational process per Instructor Withdrawal of a Student for Disruptive Classroom Behavior.

Appropriate online behavior (also known as netiquette) is defined by the instructor and includes keeping course discussion posts focused on the assigned topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board posts may be deleted by the instructor.

The Office of Student Rights and Responsibilities accepts incident reports from students, faculty, staff, or other persons who believe that a student or a student organization may have violated the Student Code of Conduct.

The College of Liberal Arts and Sciences and the Hugh Downs School of Human Communication strongly believe in academic integrity; thus cheating and plagiarism is not tolerated. If a student is charged with academic dishonesty and found to be in violation, disciplinary action will be taken. For further information, please read the Student Academic Integrity Policy and the code of conduct for The Hugh Downs School of Human Communication at: <http://www.asu.edu/clas/communication/policies/>. Please read the CLAS policies at <http://clas.asu.edu/students/ai>. All assignments will be checked for plagiarism via Safe Assignment.

**Use of Language:** Since how we use language does affect our perceptions, you are asked to use gender neutral language in all of your work. In other words, unless you are directly writing about a man, use words like people or humankind and not the generic "he." This is a little easier if you use plural language.

**Syllabus Disclaimer:** The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. Please remember to check your ASU email and the course site often.

**Read this syllabus carefully. By remaining enrolled in the class, you have accepted the conditions and requirements of the course. The requirements and rules indicated in this syllabus are non-negotiable. You should drop the class immediately if any aspects of the course, including rules and requirements, are not acceptable to you.**