



Spring 2026

Course Information

Course Number: COMM 102 400

Course Title: Interpersonal Communication

Semester Credit Hours: 3.00

Department: Communication

Prerequisites: None

Instructor Information

Instructor: Tonya Seller Neises

Labette Email: tonyab@labette.edu

Office Phone: 620-820-1121

Office Location: H202

Office Hours: Monday/Wednesday 8:30-9:30 a.m. and 12:30-1 p.m.; Tuesday/Thursday 7:30-8:00 a.m. and 11 a.m.-12:30 p.m.

Virtual Office Hours:

Virtual Monday-Wednesday 1-2 p.m.

Required Texts and Materials

Please visit the [Labette Community College Bookstore](#) for all of your materials needs.

Achieve (by Macmillan Learning) for "Reflect and Relate"

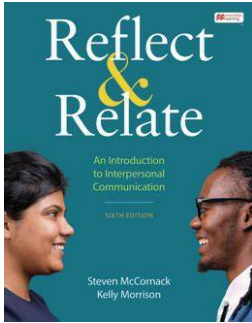
Edition: 6th

ISBN: 9781319505776

Authors: Steven McCornack and Kelly Morrison

Publisher: Macmillan

Publication Date: 2022



DO NOT PURCHASE THIS TEXT! An access code will be provided by the instructor for Achieve. Achieve provides access to the Reflect and Relate textbook and many of the course assignments. The material fee charged to students enrolled in IPC covers the cost of Achieve.

Technology Requirements

In terms of hardware, regular, reliable access to a computer with Internet access is a minimum requirement. You must purchase Achieve (by Macmillan Learning) to access the Reflect and Relate ebook and the Achieve platform which houses many of the course assignments.

Course Description

This course is a study of dyadic communication within interpersonal relationships between friends, family, fellow students, romantic partners, supervisors, and colleagues in the workplace. Emphasis is placed on the role of healthy and meaningful communication in establishing, building, maintaining, and sometimes refashioning personal and/or professional interpersonal relationships. Course content stresses how to become a more effective and competent communicator by exploring personal communication goals, analyzing communication barriers, identifying relational breakdowns in communication, and addressing conflict scenarios in order to deepen a student's understanding of the communication process and improve communication skills.

KRSN Number

The learning outcomes and competencies detailed in this course outline or syllabus meet or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Groups project for this course as approved by the Kansas Board of Regents KRSN: COM1020

Course Outcomes and Competencies

Students who successfully complete this course will be able to:

- 1. Identify interpersonal communication techniques that contribute to effective communication in a variety of contexts

- Apply the terminology and theories associated with interpersonal communication.
 - Label the communication components within interpersonal relationships.
 - Give examples of internal and external influences on interpersonal communication.
 - Identify types of interpersonal relationships; how they are formed and maintained or terminated.
 - Discuss barriers to effective communication and how to improve interpersonal communication skills.
 - Recognize how different modes of communication impact interpersonal communication.
- 2. Distinguish various effective conflict communication skills
 - Identify the basic types of conflict.
 - Explain appropriate and inappropriate methods of addressing and managing relational conflict.
 - Classify types of difficult people and identify why they may be perceived as problematic.
 - Apply skills to manage emotions during conflict.
 - Employ strategies to communicate effectively with difficult people.
- 3. Demonstrate an understanding of the impact of gender and culture on interpersonal communication
 - Identify individual communication preferences.
 - Display an increased appreciation for the differences of others.
 - Demonstrate how to adapt to differences in communication styles to better understand one another.
 - Differentiate between appropriate and inappropriate messages.
 - Explain barriers to effective communication between genders and across cultures.
- 4. Apply effective listening habits and skills
 - Apply active listening skills to interpersonal interactions.
 - Employ devices for remembering information.
 - Utilize emphatic response skill, clarifying and helping responses, while eliminating inappropriate ones.
- 5. Evaluate the role of verbal and nonverbal messages in interpersonal communication
 - Recognize the importance of precision in language.
 - Summarize the functions of nonverbal communication.

- Interpret and employ nonverbal cues to optimize communication.
 - Analyze how proxemics affects communication dynamic.
- 6. Recognize the role of perception of self and others in interpersonal communication
 - Identify common perceptual errors.
 - Explore the role of “self” in impression management.
 - Experiment with alternative methods for handling challenging communication situations.
 - Rehearse empathetic and helping responses.
 - 7. Identify how communicating through technology affects interpersonal communication

Important Dates for the Semester

Date	Event
1/20/26	CLASSES BEGIN [Tue]
1/21/26	Last day to add first 8-week session courses without instructor permission [Wed]
1/22/26	Last day to add first 8-week session courses with instructor permission [Thu] Last day for a full refund for first 8-week session [Thu]
1/26/26	Last day to add full semester courses without instructor permission [Mon]
1/28/26	Last day to enroll/add full semester courses with instructor permission [Wed]
1/29/26	Last day to enroll for Jumpstart concurrent classes (CO) [Thu] Last day for full refund for full semester courses [Mon]
2/2/26	Last day for departmental/athletic scholarship forms [Mon] Degree/Certificate Check Request due to Registrar; Graduation Filing Deadline [Mon]
2/5/26	Cert Rosters due at noon [Thu]

Date	Event
2/16/26	Last day to pay for Jumpstart classes or make payment arrangements [Mon]
2/26/26	Last day to pay for classes or make payment arrangements [Thu]
3/5/26	Last day to withdraw from first 8-week session classes [Thu]
3/12/26	First 8-week session ends [Thu]
3/16/26	3/16-3/19 College-closed-Spring Break [Mon-Thu]
3/23/26	First 8-week session grades due at noon [Mon] Second 8-week session starts [Mon]
3/24/26	Last day to add second 8-week session courses without instructor permission [Tue]
3/25/26	Last day to add second 8-week session courses with instructor permission [Wed] Last day for a full refund for second 8-week session courses [Wed]
4/1/26	Cert Rosters for second 8-week session due at noon [Wed] Summer & Fall 2026 enrollment begins [Wed]
4/30/26	Last day to withdraw from all courses [Thu]
5/5/26	Tuesday evening finals [Tue]
5/6/26	Wednesday evening finals [Wed]
5/7/26	No Day Classes-Administrative Offices Open [Thu] Thursday evening finals [Thu]
5/11/26	5/11-5/14 Day/Online finals [Mon-Thu] Monday evening finals [Mon]

Date	Event
5/15/26	Administrative Offices Open [Fri] Commencement [Fri]
5/18/26	Grades due at noon [Mon]
5/25/26	College Closed-Memorial Day [Mon]

Course Outline

Week	Activity
1	Read syllabus, Access and set up Achieve for "Reflect and Relate", Required attendance quiz, Course Understanding quiz, Chapter 1 "Introducing Interpersonal Communication" – Video Activity, Making Relationships Choices Activity, Chapter 1 Quiz, Discussion Board (getting acquainted), Journal Assignment
2	Chapter 2 "Considering Self" – Video Activity, Making Relationships Choices Activity, Chapter 2 Quiz, Discussion Board, Journal Assignment
3	Chapter 3 "Perceiving Others" – Video Activity, Making Relationships Choices Activity, Chapter 3 Quiz, Discussion Board, Journal Assignment
4	Chapter 4 "Experiencing and Expressing Emotions" – Video Activity, Making Relationships Choices Activity, Chapter 4 Quiz, Discussion Board, Journal Assignment
5	Chapter 5 "Understanding Culture" – Video Activity, Making Relationships Choices Activity, Chapter 5 Quiz, Discussion Board, Journal Assignment
6	Chapter 6 "Understanding Gender" – No Video Activity this week, Making Relationships Choices Activity, Chapter 6 Quiz, Discussion Board, Journal Assignment
7	Chapter 7 "Listening Actively" – Video Activity, Making Relationships Choices Activity, Chapter 7 Quiz, Discussion Board, Journal Assignment
8	Chapter 8 "Communicating Verbally" – Video Activity, Making Relationships Choices Activity, Chapter 8 Quiz, Discussion Board, Journal Assignment

Week	Activity
-	Spring Break - No Work Due
9	Chapter 9 "Communicating Nonverbally – Video Activity, Making Relationships Choices Activity, Chapter 9 Quiz, Discussion Board, Journal Assignment
10	Chapter 10 "Managing Conflict and Power" – Video Activity, Making Relationships Choices Activity, Chapter 10 Quiz, Discussion Board, Journal Assignment
11	Chapter 11 "Relationships with Romantic Partners" – Video Activity, Making Relationships Choices Activity, Chapter 11 Quiz, Discussion Board, Journal Assignment
12	Chapter 12 "Relationships with Family Members" – Video Activity, Making Relationships Choices Activity, Chapter 12 Quiz, Discussion Board, Journal Assignment
14	Chapter 14 "Relationships in the Workplace" – Video Activity, Making Relationships Choices Activity, Chapter 14 Quiz, Discussion Board, Journal Assignment
13	Chapter 13 "Relationships with Friends" – Video Activity, Making Relationships Choices Activity, Chapter 13 Quiz, Discussion Board, Journal Assignment
15	Final Course Evaluation – Study for Final Exam
16	Complete Comprehensive Final Exam – Ch.'s 1-14 – Due by Wednesday at 11:59 p.m.

Methods of Instruction

This course uses a variety of different methods for instruction which may include but are not limited to the following: lecture, discussion, handouts, textbook readings, out of class assignments or homework, labs, simulations, active and cooperative learning, etc.

Students will complete weekly readings from the text, watch videos and complete activities, participate in relationship choices activities, interact through online discussions, and complete journal entries.

Methods of Evaluation

The instructor reserves the right to modify, add, and/or take away assignments based on the circumstances that develop during the semester.

Possible Points:

Please note- This is a tentative overview of assignments/points and is subject to change.

- Chapter Quizzes (14 x 15 pts. ea.) 210
- Video Activities (13 x 5 pts. ea.) 65
- Making Relationship Choices Activities (14 x 10 pts. ea.) 140
- Weekly Discussion Boards (14 x 15 pts. each) 210
- Weekly Journals (14 x 10 pts. each) 140
- Comprehensive Final Exam 50

Total Possible Points 815

Determination of Grades

Final course grades are determined by the total point accumulation of all grades. Percentages are not rounded.

90% – 100% (734 – 815) = A

80% – 89% (652 – 733) = B

70% – 79% (571 – 651) = C

60% – 69% (489 – 570) = D

59% & Below (488 & Below) = F

Classroom Protocol

Assignment Deadlines: All work is expected to be completed during the assigned week. Stay on track and submit work by deadlines. Reach out to me prior to deadlines if you have extenuating circumstances. Be aware of deadlines and do not wait until the final hour to complete assignments in case you run in to technical difficulties. ***Late work will be docked a full letter grade for each day it is late.***

Communication: Please use Canvas to message your instructor. Always be respectful in your communication/responses to one another and to the instructor.

AI Use: Students may be tempted to utilize Artificial Intelligence, AI-based, tools (such as ChatGPT) on assignments such as discussion boards and journal entries. AI can be biased, inaccurate, and generate responses that may not be in line with the terminology and information found in the required textbook for this course. It is the student's responsibility to ensure information is accurate and written in their own "voice." Students should only use AI to brainstorm and help refine their work rather than using it as a means to avoid creating their own original work based on the content learned within the required textbook and within the course.

Attendance Requirements

Online students and hybrid students whose courses meet online must complete the Required Attendance Assignment to certify their attendance in the class. Students who do not complete the assignment during the Add/Drop period will automatically be dropped from the course. **Students who are inactive in online sections (do not complete any assignments) for longer than one week, may be dropped from the course.**

All students will receive a grade for the course after the last day to withdraw for the semester regardless of course participation.

Online Class Attendance Information

Online students and hybrid students whose courses meet online during the Add/Drop period must complete the Required Attendance Assignment to certify their attendance in the class. Students who do not complete the assignment during the Add/Drop period will automatically be dropped from the course. For technical assistance with online courses through Canvas:

- onlinesupport@labette.edu (evenings and weekends)
- (620) 820-1146 (office 8:00 am - 4:30 pm, M-Th)

Communication

All communication concerning this course or college business will be sent to your LCC student email address, unless you are taking a concurrent course and your school district email can be used. Please check your email on a regular basis.

Out-of-Class Student Work Expectations

Students should expect to spend a minimum of two hours on out-of-class student work for every credit hour of their class.

Students with Disabilities

If you have problems accessing any material in this course due to a disability, please notify your instructor immediately and steps will be taken to address your needs. You may also contact the ADA Coordinator, by calling the Student Success Center at (620-820-1227), or by visiting the Student Success Center on the Main Campus. Services for LCC students who have a documented disability from a certified professional are coordinated through the ADA Coordinator in the Student Success Center on the Main Campus in Parsons.

Continuity of Instruction

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to change when necessitated by revised course delivery, semester calendar or other circumstances. Information about changes in the course can be obtained at the Student Page of the RedZone, in your Canvas course or by contacting your instructor for the course. If the course is not able to meet face-to-face, students should immediately log onto RedZone or Canvas and read any announcements and/or alternative assignment. Students are also encouraged to continue the readings and other assignments as outlined on the syllabus. Students must adhere to any emergency operations plan created by the college for that incident.

Final Exam Schedule

Final examinations will be given according to the schedule of examinations available each semester. All Students are expected to take their final during the scheduled times. Students who have more than three finals scheduled in one day need to contact the Vice President of Academic Affairs.

Link to all LCC Calendars (including the Final Exam schedule):

<http://www.labette.edu/calendars/index.html>