

Fundamentals of Group Discussion: Speech 201

Instructor: Brad W. Duffy
Office: M2364
Phone: 538 - 4172
bduffy@ghc.edu
Winter Quarter 2009

Office Hours: 10 - 11 M - F and by appointment

I. Course description:

An introduction to problem solving in small groups. Emphasis is given to practical experience in group discussion, participation, and leadership. Additional attention is given to meeting management and panel discussion.

II. Goals of the course: Desired Student Outcomes

The goal of this class is to improve group discussion and problem solving skills. The specific goals of this class are to improve student's demonstrated abilities in the following areas; letters cited after the individual outcomes refer to Grays Harbor College's five desired student abilities (A-Competency in the Disciplines; B-Literacy; C-Critical Thinking; D-social/personal Responsibility; E-Using Resources.) These goals will be achieved through the following objectives:

- Understanding and developing strategies for solving problems/making decisions including using prior knowledge, considering alternative courses of action, assessing potential consequences, developing criteria for evaluating outcomes, refining strategies, and evaluating results. A, B, C, D
- Demonstrating behavior that shows attentiveness to others and understanding the impact of attending skills. A, B, D
- Accurately observing details and drawing inferences and conclusions based on observations. A, B, C, D
- Listening for details, main ideas, facts/opinions, information/persuasion, and meaning while suspending judgment. A, C, D

- Paraphrasing others' ideas and checking for understanding. A, C, D
- Working cooperatively by conversing and encouraging communication. A, C, D
- Speaking and presenting ideas while attending to audience and purpose and considering cultural differences. A, C, D
- Using technology and other resources to obtain information. E
- Organizing, integrating, and documenting sources of information. A, B, C, D, E
- Using a variety of media to communicate messages in presentations creatively and effectively. A, B, C, D
- Using delivery elements effectively, such as pitch, rate, volume, projection, posture, eye contact, facial expressions, and body language. A
- Using oral English language effectively to engage the audience and adapt to the topic and audience. A, B, C, D
- Communicating responsibly using accurate, truthful, and equitable language and ideas; understanding the consequences of irresponsible communication. A, B, C, D
- Establishing criteria for effective and high quality presentations and using them to evaluate own and others' presentations; using feedback to revise own work. A, B, C, D
- Developing ideas into written drafts. A, B, C
- Revising writing for ideas, language, audience, and conventions. A, B, C, D
- Editing own writing for word choice, conventions, and sentence structure. A, B, C, D
- Using writing conventions (grammar, punctuation, and capitalization) effectively. A, B, C, D
- Using reading strategies to build understanding. A, B

- Using reading skills to develop vocabulary. A, B

III. Text:

Groups in Process: An Introduction to Small Group Communication.

By: Larry L. Barker, Kathy J. Wahlers, & Kittie W. Watson

IV. Techniques of Instruction:

The best way for students to understand, enjoy, and excel in group discussion is, first, to gain a solid background in the terms and concepts involved in discussion. Once this is done, a series of group and panel discussions will be conducted. These objectives will be accomplished in this course through the following specific methods of instruction:

1. Reading and discussion of the text.
2. In class practice of discussion techniques.
3. Active peer and self-evaluation.

V. Evaluation Criteria:

Students will be evaluated on the following elements:

1. Tests given throughout the quarter.
2. Attendance and participation.
3. Effectiveness as a group leader and/or panel member.
4. Peer, self, and instructor evaluation.
5. Final

VI. Reading/Quiz Assignments:

- | | | |
|------|----|--|
| Jan. | 12 | Chapter 1 & 10 Introduction. Special Forms and Techniques for Small Group Communication. |
| Jan. | 21 | Chapter 2 & 11 A Systems Approach to Small Group Communication. Planning and Conducting Meetings. |
| Jan. | 26 | Chapter 3 Goals and Roles in Small Groups. |
| Feb. | 2 | Chapter 4 |

Communicating Effectively in the Small Group.

- Feb. 9 Chapter 5**
Listening and Feedback in Small Groups.
- Feb. 23 Chapter 6**
Problem Solving.
- Mar. 2 Chapter 7**
Nonverbal Communication in the Small Group.
- Mar. 9 Chapter 8**
Leadership in Small Groups.
- Mar. 16 Chapter 9**
Conflict Management and Resolution in Small Groups.

VII. Projects:

A. Group discussions:

Each member of the class will participate in two group discussions. Each member will evaluate orally and in written form discussions that happen as part of the class.