



COM 412: Nonverbal Communication

Term: 2021 Summer Session

Instructor: Staff

Language of Instruction: English

Classroom: TBA

Office Hours: TBA

Class Sessions Per Week: 5

Total Weeks: 5

Total Class Sessions: 25

Class Session Length (minutes): 145

Credit Hours: 4

Course Description:

This course aims to develop an understanding of the key issues, applications, theories, and research findings in the field of nonverbal communication. Students will analyze the functions and effects of nonverbal communication on human interaction in the interpersonal setting. Upon completion of this course, students are expected to: 1) Understand and explain basic nonverbal communication concepts, e.g., haptics, proxemics, and kinetics; 2) Demonstrate an understanding of nonverbal communication research and theories; 3) Apply acquired nonverbal communication knowledge and library resources to conduct arts project and research project; 4) Apply nonverbal communication to daily encounters.

Course Materials:

Textbook:

Communicating Nonverbally: A Practical Guide to Presenting Yourself More Effectively, Kindle Edition, by Kathryn Sue Young (Author), Howard Paul Travis (Author), 2013

Publisher: Waveland Press, Inc.

Course Format and Requirements:



Attendance is MANDATORY!!! Due to the fact that there are various students' presentation in class, students are required to attend ALL sessions. The only excused absences will be for illness documented by a doctor's note. If you know ahead of time that you will be absent, kindly e-mail the instructor immediately. Unexcused absences will result in an automatic drop in grade. With each unexcused absence your final letter grade will be dropped $\frac{1}{2}$ a grade – NO EXCEPTIONS (e.g.: A to A-).

Grading Scale:

A+: 98%-100%

A: 93%-97%

A-: 90%-92%

B+: 88%-89%

B: 83%-87%

B-: 80%-82%

C+: 78%-79%

C: 73%-77%

C-: 70%-72%

D+: 68%-69%

D: 63%-67%

D-: 60%-62%

F: Below 60%

Course Assignments:

Research Project

Research project is crucial to the success of this course. This project will be evaluated by 3 components: research paper, research paper presentation and peer review. The research project is designed to comprehensively improve your understanding about nonverbal communication theories, research finding, application models and practice. The students will demonstrate their critical thinking and analytical thinking in this assignment.

Research paper:

The research paper is required to be about 3500 to 4000 words, double spaced and format and grammar reviewed and edited. The instructor will distribute the research paper topic in the end of first week, along with several standard sample research paper for your reference. Please avoid



any plagiarism. The final research paper documentation is required to be printed and submit to your instructor in the last class. This will count for 30% percent of the final grade

Presentation:

The presentation shall be about 8 minutes, briefly introducing your research topic, the reason to choose the topic, research method, literature review, research process, research expectations, results, and conclusions, etc. The final presentation is scheduled in the last week. Before the formal presentation, students are required to email his or her PPT slides to instructors. This will account for 15% of the final grade.

Peer review:

Each students need to have a review on your classmates' research paper and give proper and detailed comments. This will account for 5% of the final grade.

Three Individual Art Projects

The individual project shall be composed of two parts: an artistic work and a statement or detailed explanation to it, including the motives of your inspiration, the nonverbal communication message in the work, the artistic process and methods.

Please Note, these three individual Art projects shall be original, no copy of photography or videos online. Students need to observe the nonverbal communication happened during your interpersonal communication and then produce your creative inspiration on artistic works. The final artistic works could be a photography, a drawing, a silent video, a cartoon or a web page, etc. This will account for 15% percent of the final grade.

Reading Assignment

The students are required to finish assigned readings before each class, including relevant chapters in the textbook and other supplementary journals. After each reading assignment, students need to submit a reading summary to reflect his or her understanding on course materials. It would be better to illustrate a practical nonverbal communication example which you encounter in interpersonal communication and related to reading materials. This part will account for 20% of final grade.

Chapter presentation

Students in groups with 3-4 members will select and decide 2 or 3 chapters which they are interested with and willing to investigate more time do supplementary reading and research.



When we move to relevant Chapter, students can inform the instructor in advance of making their presentation and contribution to this chapter. Please note, this is a group job, so each group member shall be responsible in the process of preparation and presentation. Please note, your group mates will also evaluate your performance in this group job.

Course Assessment:

Research Project	50%
Research Paper (30%)	
Research Paper presentation (15%)	
Peer review (5%)	
Three Individual Art Projects	15%
Reading Assignment	20%
Chapter presentation	15%
Total	100%

Course Schedule:

Week	Topics	Activities
1.	Go through syllabus Course overview Chapter 1: What is Nonverbal Communication? The Communication Process Types and Functions of Nonverbal Communication Chapter 2: Body Type and Image Chapter 3: Body Movements (Kinesics) Five Kinesic Movements	<ul style="list-style-type: none"> ● Reading Assignment and Reading Summary ● Chapter Presentation ● Research Project Distribution ● Class Discussion



2.	Chapter 3: Body Movements (Kinesics) Applications of Kinesics Chapter 4: Personal Objects (Artifacts) Chapter 5: Personal Space (Proxemics) Intimate and Personal Space	<ul style="list-style-type: none">● Reading Assignment and Reading Summary● Individual Art Project 1● Chapter Presentation● Class Discussion
3.	Chapter 5: Personal Space (Proxemics) Territoriality Chapter 6: How You Say It (Paralanguage) Chapter 7: Touch (Haptics)	<ul style="list-style-type: none">● Reading Assignment and Reading Summary● Individual Art Project 2● Chapter Presentation● Class Discussion
4.	Chapter 8: Smell (Olfactics) and Taste Chapter 9: Time Communication (Chronemics) Chapter 10: Nonverbal Communication in the Educational Setting	<ul style="list-style-type: none">● Reading Assignment and Reading Summary● Individual Art Project 3● Chapter Presentation● Research Paper Draft Peer Review● Class Discussion
5.	Chapter 11: Nonverbal Communication in Interpersonal Relationship Chapter 12: Nonverbal Communication in a Professional Setting Course summary	<ul style="list-style-type: none">● Reading Assignment and Reading Summary● Chapter Presentation● Research Paper Draft Peer Review● Research Paper Presentation and comments● Class Discussion● Research Project Due



Academic Integrity:

Students are encouraged to study together, and to discuss lecture topics with one another, but all other work should be completed independently.

Students are expected to adhere to the standards of academic honesty and integrity that are described in the Shanghai Normal University's *Academic Conduct Code*. Any work suspected of violating the standards of the *Academic Conduct Code* will be reported to the Dean's Office. Penalties for violating the *Academic Conduct Code* may include dismissal from the program. All students have an individual responsibility to know and understand the provisions of the *Academic Conduct Code*.

Special Needs or Assistance:

Please contact the Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material. Our goal is to help you learn, not to penalize you for issues which mask your learning.