



## **EDUC 402 01CW: GLOBAL COMMUNICATION**

### **COURSE SYLLABUS**

### **INSTRUCTOR INFORMATION**

**Instructor:** Tony Lee, Ph.D.

**Online Office Hours:** Mon – Fri, 10:00 a.m. – 12:00 p.m. or by appointment

**Campus Office Hours:** Tues, 9:30 a.m. – 4:00 p.m.

**Campus Office Location:** Halladay Student Services, #104B

**University Email Address:** [Tony.Lee@tamuc.edu](mailto:Tony.Lee@tamuc.edu)

**Preferred Form of Communication:** Email or Skype

### **COURSE INFORMATION**

#### **Materials – Textbooks, Readings, Supplementary Readings**

##### **Textbook(s) Required:**

Jandt, F.E. (2016). *An introduction to intercultural communication: Identities in a global community* (8<sup>th</sup> edition). Thousand Oaks, CA. ISBN:978-4833-4430-0

##### **Optional Texts and/or Materials:**

Other materials/readings as assigned will be posted in the online course.

### **Course Description**

EDUC 402: Global Communication (6 semester hours) addresses communication topics and contexts in a global and cultural society with a focus on the integration of varying perspectives.

#### **Student Learning Outcomes**

EDUC 402: Global Communication is intended to address the following course learning outcomes. The engaged learner will:

- ✓ Explore styles of communication based on context including the importance of individual, group, work and other related communication settings

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- ✓ Identify communication variables and barriers
- ✓ Understand communication in context of culture
- ✓ Investigate cultural values and the influence of subcultures
- ✓ Compare cultural and global patterns of communication
- ✓ Interact in an interconnected world
- ✓ Practice and demonstrate communication skills in a global and virtual community

## **COURSE REQUIREMENTS**

### **Course Expectations and Participation:**

- ✓ Active participation in this web-based course is expected. It is recommended that student login in to the course module weekly to stay on track with the assigned reading material, discussion post, and assignment/project.
- ✓ Student is expected to take an active learning approach in this course and engage in the course content to positively impact the learning experience for everyone.
- ✓ Complete all assignments, discussion posts and project by deadlines.
- ✓ Incorporate knowledge gained from the text, personal experiences, peers' feedback, and other resources to formulate ideas on your responses.

As a student enrolled at Texas A&M University-Commerce, you have access to an email account via myLeo. All instructor's emails sent from D2L (including all other university official emails) will go to the myLeo email account, so student is encouraged to check their account regularly. Student is also encouraged to email their instructor using the myLeo email.

## **Instructional Methods**

EDUC 402 is made up of a series of Module assignments and assessment to assist student in achieving the course learning outcomes. In each Module student will work on various combinations of readings, case study, interviews, individual evaluation and self-study research.

### **Virtual Meeting:**

Student will schedule a virtual meeting (Skype, Zoom, YouSeeU-Virtual Classroom) with the instructor to discuss their academic progress in week 2 or 3.

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**Reflection Papers:**

After each module assigned reading, student will write a minimum of 300 words reflection paper to summarize the keys take away from the chapters reading. In the reflection paper, student must address the following two components:

- a. What are the keys take away (e.g., new information, highlights, issues, concerns and/or ideas) from the chapter readings?
- b. How is this information relevant to the workforce? Can you apply the information to your current/future workplace?

The reflection papers need to be typed in APA format (6<sup>th</sup>/7<sup>th</sup> edition) with a cover page and reference page. Please proofread the final work to make sure it is free of grammatical, punctuation and spelling errors. Student can learn more about the APA format from the Purdue OWL website: [https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_style\\_introduction.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html)

**Discussion Posts:**

Each discussion board will contain topics. Each topic will require a “post” and a minimum of two “replies” to fellow classmate’s posts.

**Initial Post:** Student provides thoughtful and thorough response to each topic for discussion. Student will need to complete an initial “post” to each discussion board at least four days before the module end date. Review “post” content for correct grammar and spelling.

**Replies:** Student provides constructive comments to a fellow classmate’s posts. Reply content must relate to discussion topic. Review “reply” content for correct grammar and spelling. It is suggested each reply consists of a minimum of four to five complete sentences.

Follow the “Course Calendar” due dates for each Discussion Board. It is important that student reads all the postings for each topic. This will ensure that student is not only responding to the topic questions, but also to his/her classmates’ comments.

**Self-Assessment Paper:**

Student will take at least one individual personality/profile assessment and reflect on the results. This will identify areas of self-awareness and inform student about his/her personal communication styles and preferences. The Myers-Briggs Type Indicator (MBTI) is most often used for individual personality assessment. Complete a free online assessment to identify the Myers-Briggs Type (see \*\*\* links below). The other two sites listed are for reference:

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- ✓ <http://www.teamtechnology.co.uk/tt/t-articl/mb-simpl.htm> \*\*\*
- ✓ <http://www.humanmetrics.com/cgi-win/jtypes2.asp> \*\*\*
- ✓ <http://www.keirsey.com/>
- ✓ <http://www.typelogic.com/>

Upon completion of the MBTI assessment, student will write a paper to share his/her assessment result. In the paper, student will need to address the following components:

- a. What is your MBTI type? What are the personality traits or characteristics that typically associated with your type?
- b. Do you agree/disagree with your individual assessment? Explain.
- c. Based on the results of the assessment, other's perception of your personal interpretation, what does this mean for you as a communicator?
- d. How can you utilize this information to help you with global communication?

### **Final Paper:**

Write a minimum 4-page to maximum 6-page essay in content (cover page & references page or work cited page cannot be counted as content).

Student will pick a country\* of his/her choice except US, Canada, UK, Australia, New Zealand or a country that s/he shares a similar culture with. Then, student will conduct a thorough research about the selected country. In the paper, student will need to address the following key contents:

- a. Introduction of the country and its population size and geographical location.
- b. Describe the religion, social class, ethnicity, cultural identity, hierarchical structure, and education system of the country.
- c. What is the national language? Are there any other spoken languages or dialects?
- d. Describe the verbal and nonverbal communication practices in the community.
- e. Describe the cultural dimension the country using Hofstede's Four Dimensions.
- f. What are some of the similarities and differences of the cultural values and communication patterns of the selected country compared to the United States?
- g. What have you learned about this country?

\* It could be a country that you had visited previously or would like to visit in the near future.

The final paper must follow APA 6<sup>th</sup>/7<sup>th</sup> edition format. It should include a cover page and reference page. Please proofread the paper to make sure it is free of grammar, spelling and punctuation errors.

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**Video Project:**

Student will create a video to share the information that s/he has gathered and learned from the final paper assignment. It should be 8 – 10 minutes long. Student is free to use any software or app to create the video. Then, student will post the video on the YouTube channel (in public mode) to share it with their classmates.

**COURSE GRADES**

**Grading Policy:** The course grade consists of

Virtual Meeting	10 points
Reflection Papers (4 x 25 points)	100 points
Discussion Posts (4 x 25 points)	100 points
Self-Assessment Paper	30 points
Final Paper	40 points
Video Project	20 points
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Total:	300 points

**Grading Scale:**

A = 90 – 100%, B = 80 – 89%, C = 70 – 79%, D = 60 – 69%, F = 59% or Below

**TECHNOLOGY REQUIREMENTS****Browser support**

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.

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- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

**Desktop Support**

<b>Browser</b>	<b>Supported Browser Version(s)</b>	<b>Maintenance Browser Version(s)</b>
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

**Tablet and Mobile Support**

<b>Device</b>	<b>Operating System</b>	<b>Browser</b>	<b>Supported Browser Version(s)</b>
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or <b>point</b> release of that major version) and the previous major version of iOS (the latest minor or <b>point</b> release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version.  Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

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- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site](http://www.java.com/en/download/manual.jsp)  
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
  - [Adobe Flash Player](https://get.adobe.com/flashplayer/) (version 17 or later) <https://get.adobe.com/flashplayer/>
  - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
  - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

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**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## **COMMUNICATION AND SUPPORT**

### **Brightspace Support**

#### **Need Help?**

#### **Student Support**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, contact Brightspace Technical Support at 1-877-325-7778 or click **Live Chat** or click on the words “[click here](#)” to submit an issue via



please on the email.

### **System Maintenance**

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

### **Interaction with Instructor Statement**

The instructor is available via email or telephone. Personal concerns involving a private issue, grades, student progress, etc. should be addressed privately to the instructor via private email or telephone. Instructor's communication response time to emails will, in most instances, be within 24 - 48 hours during the work week.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Attendance Policy**

Students are expected to “attend class” and actively participate in all course content, assignments, discussions and projects. The professor will monitor student participation/activity.

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### **Late Work**

Module assignments and/or projects must be submitted within established folders during the open and closing dates. Unless a student has a legitimate excuse, late work is not accepted. There are circumstances outside one's control that might impact timely submission of assignments, such as jury duty, hospitalization, or a funeral of a family member. In these instances, the student should notify the instructor as soon as possible. Assignments and/or projects not submitted by the deadlines will receive a grade of zero.

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance or as soon as the changes have been made.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)

<http://www.albion.com/netiquette/corerules.html>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

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## ADA Statement

### Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web URL:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

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