

**COMM 313 - Organizational Communication
Syllabus
Fall 2016**

Instructor: [Dr. Stephanie Coopman](#)
[Department of Communication](#)
[U of Louisville](#)

Voice/text: 831-477-7780

Email: uoflcomm@yahoo.com (best way to reach me)

UofL email: sjcoop03@louisville.edu

Alternate email: sjcoopman@gmail.com

COURSE DESCRIPTION

Organizations are an integral part of your daily life. Most of your communication efforts are expended communicating in, with, and between organizations. In this class you will study concepts and theories relevant to organizational communication and apply these to communication issues and problems facing organizations.

STUDENTS WITH DISABILITIES

If you need course adaptations because of a disability or if you have emergency medical information to share with me, please [contact](#) me as soon as possible.

ACADEMIC INTEGRITY

By enrolling in this class, students agree to uphold and practice academic honesty and integrity in all activities associated with this class. All the work you complete for this class must be your own and may not be work completed for another class. In practical terms, this means that you will not:

- accept assistance or give assistance to others on quizzes.
- submit any work that is not your own without full and complete citation of all sources
- submit the same work for this class as for another class.

In practical terms, academic misconduct includes activities such as plagiarism, forging an instructor's signature, stealing quizzes (including downloading, except for purposes of completing the quiz), copying papers or tests from other students, or giving others quiz answers. For this course, academic misconduct, at a minimum, will result in a failing grade ('F') in the course. (More information about UofL's [Code of Student Conduct](#).)

REQUIRED READING

Eisenberg, E. M., Goodall, H. L., Jr., & Trethewey, A. (2014). *Organizational communication: Balancing creativity and constraint*, 7th ed. New York: Bedford St. Martin's. ISBN: 978-1-4576-0192-7. **Make sure you buy the 7th edition** as there are substantial changes from previous editions. The [textbook website](#) includes chapter outlines and practice tests.

COURSE OBJECTIVES

After successfully completing this course, you will be able to:

1. Discuss the scope and nature of organizational communication.
2. Identify, define, and apply the concepts and theories associated with organizational communication.
3. Assess the ethics of organizational practices.
4. Better critique, evaluate, manage and prevent problems associated with organizational communication processes.
5. Demonstrate communication skills necessary for effective performance as a knowledgeable and competent organization member.

SUMMARY OF ASSIGNMENTS

NOTE: For more information on class assignments, go to the page for each assignment.

Quizzes. Open-book, open-note, multiple choice, covering assigned readings and class lecture/discussion. Quizzes are available from the first day of the semester until the Saturday of the week a chapter/reading is assigned. The Class Schedule and Quiz Info pages have those specific dates. Each quiz is worth 45 points. You may take each quiz twice.

Total possible: 450 pts.

More info: Assignments > Quizzes & Quiz Info

Study aids: [Textbook Website](#)

Case Study. You'll conduct an in-depth cultural analysis of an organization of your choosing.

Total possible: 200 pts.

More info: Assignments > Case Study Assignment

Participation. You will earn points based on your participation in online class discussions. Specific requirements for discussions are on the Participation page.

Total possible: 350 pts.

More info: Assignments > Participation & Discussion

GRADING

Your final grade will be based on the following point system:

Quizzes: 450 points

Case Study: 200 points

Participation: 350 points
TOTAL: 1000 points

GRADING SCALE

980-1000 / A+	800-839 / B-	640-669 / D
950-979 / A	770-799 / C+	600-639 / D-
900-949 / A-	740-769 / C	< 600 / F
870-899 / B+	700-739 / C-	
840-869 / B	670-699 / D+	

UNIVERSITY POLICIES

TITLE IX/CLERY ACT NOTIFICATION

Sexual misconduct (including sexual harassment, sexual assault, and any other nonconsensual behavior of a sexual nature) and sex discrimination violate University policies. Students experiencing such behavior may obtain **confidential** support from the PEACC Program (852-2663), Counseling Center (852-6585), and Campus Health Services (852-6479). To report sexual misconduct or sex discrimination, contact the Dean of Students (852-5787) or University of Louisville Police (852-6111).

Disclosure to **University faculty or instructors** of sexual misconduct, domestic violence, dating violence, or sex discrimination occurring on campus, in a University-sponsored program, or involving a campus visitor or University student or employee (whether current or former) is **not confidential** under Title IX. Faculty and instructors must forward such reports, including names and circumstances, to the University's Title IX officer.

For more information, see the Sexual Misconduct Resource Guide

(<http://louisville.edu/hr/employeerelations/sexual-misconduct-brochure>).