

# COMMUNICATION SKILLS (801)

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## **801-136 - English Composition 1**

Designed for students to develop knowledge and skills in all aspects of the writing process. Planning, organizing, writing, editing and revising are applied through a variety of activities. Students will analyze audience and purpose, use elements of research, and format documents using standard guidelines. Individuals will develop critical reading skills through analysis of various written documents. (Prerequisite: Test score required to register) Credit for Prior Learning Available

3 Credit hours

54 Lecture hours

## **801-141 - Introduction to Mass Communications**

Explores communication in media and media literacy by providing insight into the important issues that confront students as consumers and purveyors of mass media within the workforce and in society. The mass media revolution, including media technologies, the evolution of media content and platforms, including new media, the impact of media communications on business and society as a whole, media bias, and media law and ethics form the basis of the course.

3 Credit hours

54 Lecture hours

## **801-196 - Oral and Interpersonal Communication**

Focuses upon developing speaking, verbal and nonverbal communication and listening skills through individual presentations, group activities and other projects. Course assignments will include presentations, various individual and group projects as well as written work. (Prerequisite: Test score required to register)

3 Credit hours

54 Lecture hours

## **801-197 - Technical Reporting**

Provides students with the concepts, principles and skills for preparing and presenting oral and written technical reports. Types of reports may include lab and field reports, proposals, technical letters and memos, technical research reports and case studies. (Prerequisite: 801-136 English Composition 1) Credit for Prior Learning Available

3 Credit hours

54 Lecture hours

## **801-198 - Speech**

Explores the fundamentals of effective oral presentation to small and large groups. Topic selection, audience analysis, methods of organization, research, structuring evidence and support, delivery techniques, and other essential elements of speaking successfully, including the listening process, form the basis of the course. (Prerequisite: Test score required to register) Credit for Prior Learning Available

3 Credit hours

54 Lecture hours

## **801-204 - Introduction to Literature**

Gain an introduction to a variety of literary genres, including poetry, drama and prose, to increase your awareness and appreciation of literature. Explore various theoretical, cultural and contextual frameworks, and discuss selected reading through these lenses. Through discussion posts, readings, classroom discussions, and written and verbal assignments, learn to respond critically, thoughtfully and in a way that addresses an increasingly complex world. (Prerequisite: Test score required to register)

3 Credit hours

54 Lecture hours

## **801-219 - English Composition 1**

English 1 is designed to help students use the writing process to strengthen and refine their writing skills. Students will use critical reading, thinking, and research skills to produce writing that illustrates their ability to effectively analyze information, synthesize information from sources, and ultimately, produce polished prose suitable for various purposes and audiences. This class assumes competence in English grammar and paragraph structure. (Prerequisite: Test score required to register)

3 Credit hours

54 Lecture hours

## **801-223 - English Composition 2**

This course is a continuation of English Composition I. Students will use advanced research skills to write papers from across the curriculum. Research papers will be informative and persuasive in nature and will be based on topics from academic disciplines (social sciences, literature and the humanities, or science and mathematics). Students will conduct research using primary and secondary library resources, and will use the MLA and APA style formats to document their sources. (Prerequisite: 801-136 English Composition 1 or 801-219 English Composition 1)

3 Credit hours

54 Lecture hours

## **801-247 - Contemporary World Literature**

A study of world literature covering selected texts reflecting various Western and non-Western literary traditions, cultures and philosophies. (Prerequisite: Test score required to register)

3 Credit hours

54 Lecture hours

## **801-310 - Occupational Communication**

Focuses on writing, reading, listening and speaking skills through occupational applications. Students produce written documents, synthesize information, give and follow instructions and apply listening skills. Job-seeking skills are also addressed in this course.

1 Credit hours

36 Lecture hours