REVISIONS: ORAL, WRITTEN, AND VISUAL COMMUNICATION
(tentative syllabus)

Section 04 – MTWR -- 2:05-3:40 -- 116 Walker
Instructor: Merle Niemi Kindred
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COMMUNICATION
You are reading the basic syllabus with details of the next week’s assignments distributed each Thursday. We will communicate in class, via the Internet, and by conferencing either individually or in small groups. Our class listserv is: revisionsQ4-1@rntu.edu. (Note the symbol after the course number is a lower case “L.”)

COURSE DESCRIPTION
This class will help strengthen your abilities in all areas of communication by a combination of individual and small group assignments based on class discussions and background reading in texts and online sources, and from research. You will be analyzing the oral, written, and visual communication of yourself and others to determine what kinds of communication media and strategies are appropriate for different situations. The goal is to empower you as a multi-dimensional communicator.

COURSE MATERIALS
Seeing & Writing 2, Donald McQuade / Christine McQuade
The Non-Designer’s Design Book, Robin Williams
The Little & Brown Essential Handbook for Writers, Aaron

ATTENDANCE
Regular attendance is critical to success in this 6-week summer course. If you miss more than two classes, we will talk.

GRADING
You are to exert maximum energy in all areas of exchange: class and online participation (20%), written work (20%), oral presentations (20%), and final group oral presentation (20%) & research project (20%) = portfolio.

WORKLOAD
At university level, 1 hour in class = 3-12 hours readings, research, writing, rehearsal, etc. We meet for 1-12 hours per day for four days a week for a total of 6 hours, so don’t be surprised if you log 21 hours of out-of-class work – 3 hours each day – per week.
MTU'S POLICY ON ACADEMIC INTEGRITY
Cheating and plagiarizing will not be tolerated. MTU's Academic Integrity Policy defines plagiarism as "knowingly copying another's work or ideas and calling them one's own or not giving proper credit or citation," and the policy covers copying sections or entire papers from printed or electronic sources as well as handing in papers written by students for other classes or purchasing academic papers. Resist the temptation. All work is to be original with full documentation for quotations and paraphrases. If you ever have any questions about this issue, or about how to cite someone else's work properly, please talk with me or consult a coach in the Writing Center.

Know that you will be confronted directly by me if any assignment that is a radical departure from your usual style is submitted.

MTU'S POLICY ON DISCRIMINATION AND HARASSMENT
MTU complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act (ADA) of 1990. If you have a disability and need reasonable accommodation for equal access to education and services at MTU, please contact Dr. Gloria Melton in the Dean's Office (487-2212). For other concerns about discrimination, you may talk with your instructor, your advisor, a department chair, or the Affirmative Action Officer (487-3310).

CLASS CALENDAR

WEEK 1 - June 30-July 3
Discussion:
Introduction to course – syllabus & texts, demographics & geographical origins of class, how we learn as a species, collaboration, and synchronicity.
Readings:
• S&W – Introduction & Ch.1 “Observing the Ordinary”
• NODDB – Ch.1 “The Joshua Tree Principle”
Assignments:
• For Tuesday – read Introduction and Ch. 1 through p. 55 and write one page (250 words) in the spirit of “Refrigerator” (p. 39) about something that you own that reveals something about your personality. (Avoid shoes, an outfit, a hat, or a piece of jewelry – flitting fashion items.)
• For Wednesday – read pages 56-93 and write one page (250 words) about your history with email and your thoughts and feelings about electronic communication.
• For Thursday – read pages 94-123 and write one page (250 words) describing something that's miniature and include all five senses in your description.

WEEK 2 - July 7-11
Readings:
• S&W – Ch.2 “Coming to Terms with Place”
• NODDB – Ch.2 & 3 “Proximity” and “Alignment”
Assignments:
• (Details on July 3rd)

**WEEK 3 - July 14-17**

**Readings:**
- S&W - Ch.3 "Capturing Memorable Moments"
- NDDS - Ch.4 & 5 "Repetition" and "Contrast"

**Assignments:**
- (Details on July 11th)

**WEEK 4 - July 21-24**

**Readings:**
- S&W - Ch.4 "Embodying Identity"
- NDDS - Ch.6 & 7 "Review" and "Type (& Life)"

**Assignments:**
- (Details on July 17th)

**WEEK 5 - July 28-31**

**Readings:**
- S&W - Ch.5 "Producing America"
- NDDS - Ch.8 & 9 "Categories of type" and "Type contrasts"

**Assignments:**
- (Details on July 24th)

**WEEK 6 - August 4-7**

**Readings:**
- S&W - Ch.6 "Reading Icons"
- NDDS - Ch.10 "So, do you get it?"

**Assignments:**
- (Details on July 31st)