

Module/Course Description

Basic Communication (KPM210)

A. Module Identity		
1.	Name	Basic Communication
2.	Code	KPM 210
3.	Credit	3 (2-3)
4.	Semester	Odd/ Even
5.	Pre-requisite	General Sociology (KPM 200)
6.	Coordinator	
7.	Lecturers	Faculty Team of Science of Communication and Community Development Study Program, Faculty of Human Ecology
8.	Language	Indonesian
9.	Program(s) in which the course is offered	Internal department: Forest Management Study Program Other departments: Science of Communication and Community Development Study Program, all study programs in IPB University as mandatory or elective course
10.	Type of teaching	a. Traditional classroom: 100 % b. Blended system: Traditional classroom....%, Online....% c. e-Learning system:% d. Others:%

B. Workload of course components (total contact hours and credits per semester)								
Credit		Contact Hours**				Self-Study	Other	Total
SKS *)	ECTS	Lecture	Class Exercise	Laboratory	Field Practice			
3		28	42			56		126

**) Semester credit unit according to the Indonesian higher educational system*

1 credit unit lecture = 2 hours/ week for lecture and 2 hours/ week for self-study within 14 weeks/ semester

1 credit unit class exercise or laboratory or field practice = 3 hours/week within 12-14 weeks/semester

****) 1 hour for lecture= 50 minutes; 1 hour for class exercise or laboratory or field practice = 60 minutes*

C. Module Objective (Learning Outcomes)	
<p>After completing this course, students will be able to understand the concepts, theories, and principles that underlie human communication, ranging from understanding communication, communication goals, the history of communication science, the process of listening and receiving information, verbal and nonverbal messages, definition of perception, the importance of the position and role of perception as the core of the communication process, interpersonal communication, group communication, organizational communication, intercultural communication, public speaking, communication media, and development communication.</p>	

D. Detailed Course Learning Outcomes (LO) in Relation to Learning Domains, Teaching Strategies, and Assignment Methods			
No.	LO in Learning Domains	Teaching Strategies	Assessment Methods
a.	Knowledge		
1.	Students are able to explain the importance of communication in human life, the scope of communication between humans and development of communication	Lecturing, discussion, contextual	Portfolio 5%

	science	Instruction	
2.	Students are able to explain the history of communication as a study in social sciences, traditions or fields of study, and experts.	Lecturing, discussion, contextual Instruction	Portfolio 5%
3.	Students are able to explain the meaning of concepts, category functions, and typologies of communication models, various communication models and the components of each model, and able to analyze communication events based on these models	Lecturing, discussion, contextual Instruction	Portfolio 10%
4.	Students are able to explain the listening process, factors that influence information reception, types of listening, barriers of effective listening, and the way to improve listening skills	Lecturing, discussion, contextual Instruction	Portfolio 5%
5.	Students are able to explain concepts and characteristics of verbal messages and its usage in communication	Lecturing, discussion, contextual Instruction	Portfolio 10%
6.	Students are able to explain the concept of non-verbal symbols and its usage in communication process.	Lecturing, discussion, contextual Instruction	Portfolio 10%
7.	Students are able to explain the concept of perception and the importance of perception role in the communication process.	Lecturing, discussion, contextual Instruction	Portfolio 10%
8.	Students are able to explain interpersonal communication and the factors that influence the effectiveness of interpersonal communication.	Lecturing, discussion, contextual Instruction	Portfolio 5%
9.	Students are able to explain the notion of group communication and the factors that influence effectiveness of group communication	Lecturing, discussion, contextual Instruction	Portfolio 5%
10	Students are able to explain the notion of organizational communication and the factors that influence its effectiveness	Lecturing, discussion, contextual Instruction	Portfolio 5%
11.	Students are able to explain the meaning of public speaking, steps in preparation for speaking in public, analyzing, and evaluating the effectiveness of public speaking.	Lecturing, discussion, contextual Instruction	Portfolio 10%
12.	Students are able to explain the importance of communication media, understanding the functions and effects of communication media, as well as understanding, the function of mass communication and models of mass communication.	Lecturing, discussion, contextual Instruction	Portfolio 10%
13.	Students are able to explain important definitions and concepts in intercultural communication, and analyze the barriers to intercultural communication.	Lecturing, discussion, contextual Instruction	Portfolio 5%
14.	Students are able to explain the development of communication technology, various uses of communication for development, development of communication science in Indonesia	Lecturing, discussion, contextual Instruction	Portfolio 5%

b.	Skills		
1.	Students are able to demonstrate listening activities and explore the factors that influence information reception, barriers to effective listening, and the way to improve listening skills	Lecturing, practice, discussion,	Authentic assessment
2.	Students are able to demonstrate verbal messages in communication	Lecturing, practice, discussion,	Authentic assessment
3.	Students are able to demonstrate non-verbal symbols in communication	Lecturing, practice, discussion,	Authentic assessment
4.	Students are able to demonstrate interpersonal communication and explore the factors that influence interpersonal communication effectiveness	Lecturing, practice, discussion,	Authentic assessment
5.	Students are able to demonstrate group communication and explore the factors that influence group communication effectiveness	Lecturing, practice, discussion,	Authentic assessment
6.	Students are able to demonstrate public speaking and evaluate the effectiveness of public speaking	Lecturing, practice, discussion,	Authentic assessment
c.	Competences:		
1.	Students demonstrate a willingness to participate in the class activities	Lecturing, practice, discussion,	Authentic assessment
2.	Students are able to complete all tasks and participate in class discussion	Lecturing, practice, discussion,	Authentic assessment

E. Module Content		
List of Topic	Number of Weeks	Contact Hours
Introduction – Communication among humans	1	2
History of Communication Science	1	2
Models of Communication	1	2
Listening	1	2
Verbal Message	1	2
Non-Verbal Message	1	2
Perception and Communication	1	2
Communication Interpersonal	1	2
Group Communication	1	2
Organizational Communication	1	2
Public Communication	1	2
Mass Communication	1	2
Intercultural Communication	1	2
Communication and Development	1	2

F. Course Assessments			
No.	Assessment Type *)	Schedule (Week Due)	Proportion of the Final Mark
1.	Mid-Term Examination	The 8 th Week	
2.	Final Examination	The 16 th Week	
3	Exercise Report/ Homework	Minimal 7 times in a semester	

*) Example: mid-term examination, final examination, quiz, homework, project, etc.

G. Media Employed

Laptop, LCD, Microphone, White Board, Marker, Pointer

H. Learning Resources

h1. Textbooks:

1. Vitayala, Aida S. Hubeis (Editor) 2010. Dasar-dasar Komunikasi, Departemen Sains Komunikasi dan Pengembangan Masyarakat FEMA IPB
2. DeVito, Joseph A. 1997. Komunikasi Antar Manusia. Kuliah Dasar. Terjemahan oleh Agus Maulana. Jakarta: Professional Books
3. Littlejohn, Stephen dan Karen A. Foss. 2005. Theories of Human Communication. Eighth Edition. Thomson. Canada.
4. Tubbs, S.L. dan S. Moss. 1973. Human Communication. Random House. New York.
5. Anonymos, 1999. Menuju Paradigma Baru Penelitian Komunikasi. Jurnal Ikatan Sarjana Komunikasi Indonesia. Vol III/April 1999. Bandung: Penerbit PT Remadja Risdakarya.
6. Benoit, W.L. (Ed.) Introduction to the Special Issue. Journal of Communication. December 2004. Vol.54 No.4 . p 589 -788.
7. McQuail, D. 2005. McQuai's Mass Communication Theory. Fifth Edition. London: SAGE Publication, Ltd.
8. Ruben D. Brent. Communication and Human Behavior (Third Edition). Prentice Hall.
9. Tubbs, S.L. dan S. Moss. 1997. Human Communication. Jilid 1 dan 2. (Diterjemahkan oleh Jalaludin Rakhmat) Bandung: Remaja Rosda Karya)
10. Adler, Ronald B dan Georde Rodman. 1988. Understanding Human Communication (second ed). New Yorlk: NY, Holt, Rinehart and Winston.
11. Burgoon, Michael. 1994. Nonverbal Signals, In Handbook of Antarpribadi Communication, edited by Mark L Knapp and Gerald R Miller. Tousand Oaks, CA: Sage.
12. Langer, Suzanne. 1982. Mind: An Essay on Human Feeling. 3 vols. Baltimore, MD: John Hopkins University Press.
13. Sendjaja, S Djuarsa. 1999. Teori Komunikasi. Materi Pokok IKOM4230. Universitas Terbuka.
14. Stacks, Don; Mark Hickson III dan Sidney R Hill Jr. 1991. Introduction to Communication Theory. Fort Worth, TX: Holt, Rne Hart and Winston
15. Applebaum, R.I; Karl W.E. Anatol, Ellis R. Hays, Owen O. Jenson, Richard E. Poster, dan Jerry E. Mandel. 1973. *Fundamental Concepts in Human Communication*. New York: Harper & Row Publisher, Inc.
16. Berlo, David K. 1960. The Process of Communication: An Introduction to Theory and Practice. New York: Holt Rinehart and Winston, Inc.
17. Blake, Reed H dan Edwin O Haroldsen. 2005 *Taksonomi Konsep Komunikasi*. Alih Bahasa: Hasan Bahanan. Surabaya: Papyrus.
18. Severin, Werner J dan James W Tankard. 1979. CommunicationTheories: Origin – Methods – Uses. New York: Hastings House Publisher
19. Richard West & Lynn H. Turner. 2007. Introducing Communication Theory: Analysis and Application Richard West & Lynn H. Turner. 2007. Introducing Communication Theory: Analysis and Application
20. Hare, A.P. 1962. *Handbook of Small Group Research*. New York and London: Collier-McMillan Limited.
21. Rogers, E.M. and D.L. Kincaid. 1981. *Communication Netwoks, Toward a New Paradigm for Research*. New York: Free Press.