

南臺科技大學 106 學年度第 1 學期課程資訊

課程代碼	65D00V01
課程中文名稱	團體溝通
課程英文名稱	Group Communication
學分數	3.0
必選修	選修
開課班級	四國際商務三甲
任課教師	黃峰蕙 艾米麗
上課教室(時間)	週三第 2 節(S316) 週三第 3 節(S316) 週三第 4 節(S316)
課程時數	3
實習時數	0
授課語言 1	英語
授課語言 2	
輔導考照 1	
輔導考照 2	
課程概述	<p>Firstly, introduce the essentials of human communication. Secondly, learn the self and perception. Thirdly, learn about communication skills such as listening, verbal messages, and non-verbal messages. Finally, the above knowledge and skills will be applied to group communication.</p> <p>This course is to equip students with the concepts and theorem of small group communication. Therefore, students need to understand the fundamental of communication: the self, perception, and effective communication skills. And, apply the above skills to small group communication. Lastly, students would understand the mechanism of small group interaction to build up correct communication attitude.</p>
先修科目或預備能力	
課程學習目標與核心能力之對應	<p>※編號，中文課程學習目標，英文課程學習目標，對應系指標 -----</p> <p>1.穩定度抗壓性，Understand the mechanism of small group interaction to build up correct communication attitude. (Attitude), 5 穩定度抗壓性 2.商務簡報能力，Provide guidelines to help students improve their oral presentations skills in the class. (Skills), 6 商務簡報能力 3.整合協調溝通，Understand the fundamental of communication: the self, perception, and effective communication and coordination skills. And, apply the</p>

	<p>above skills to small group communication. (Skills) , 7 整合協調溝通</p> <p>4.外語能力 , Enhance the spoken English by encourage students to discuss given questions in the class every week. (Skills) , 10 外語能力</p>
中文課程大綱	<ol style="list-style-type: none"> 1. 人類溝通的本質 2. 自我概念、自我揭露、周哈里窗 3. 知覺 4. 傾聽在人類溝通的重要 5. 語言的訊息 6. 非語言訊息 7. 小團體溝通 8. 小團體溝通中的成員互動 9. 小團體溝通中的領導者
英/日文課程大綱	<ol style="list-style-type: none"> 1. Essentials of human communication. 2. Self-concept, self-disclosure, Johari Window. 3. Perception. 4. Listening in Human communication. 5. Verbal messages. 6. Non-verbal messages. 7. Small group communication. 8. Members in small group communication. 9. Leaders in Small group communication.
課程進度表	<p>week1 09/20 Chapter 1. Preliminaries to Human Communication (FH & Emilie)</p> <p>week2 09/27 Chapter 2. Culture and Communication (Emilie)</p> <p>week3 10/04 Moon-Festival Holiday</p> <p>week4 10/11 Chapter 2. Culture and Communication (Emilie)</p> <p>week5 10/18 Chapter 3. The self & Perception (Emilie)</p> <p>week6 10/25 Chapter 4. Listening in Human communication (Emilie)</p> <p>week7 11/01 Chapter 5. Verbal messages (Emilie)</p> <p>week8 11/08 Chapter 6. Non-verbal messages (FH)</p> <p>week9 11/15 Mid-term exam (chapter 1 to 5) (FH)</p> <p>week10 11/22 Chapter 6. Non-verbal messages (FH)</p> <p>week11 11/29 Chapter 10. Small group communication (FH)</p> <p>week12 12/06 Chapter 11. Members and leaders (FH)</p> <p>week13 12/13 Chapter 11. Members and leaders (FH)</p> <p>week14 12/20 Chapter 12. Human Communication in the Workplace: Organizational Communication (FH)</p> <p>week15 12/27 Chapter 13. Interpersonal, Group, and Workplace Conflict (FH)</p> <p>week16 01/03 Chapter 13. Interpersonal, Group, and Workplace Conflict (FH)</p>

	<p>week17 01/10 Final oral presentation and essay due (FH & Emilie)</p> <p>week18 01/17 Final-exam week.</p>
<p>教學方式與評量 方法</p>	<p>※課程學習目標，教學方式，評量方式</p> <p>-----</p> <p>穩定度抗壓性，課堂講授分組討論，日常表現 商務簡報能力，分組討論個案研究(PBL)，口頭報告作業 整合協調溝通，分組討論個案研究(PBL)，口頭報告作業筆試 外語能力，課堂講授分組討論個案研究(PBL)，口頭報告日常表現筆試筆試</p>
<p>指定用書</p>	<p>書名：Human Communication: The Basic Course 作者：Joseph A. Devito 書局：Pearson 年份：2015 ISBN：ISBN-13: 9781292057101 版本：13/E</p>
<p>參考書籍</p>	
<p>教學軟體</p>	
<p>課程規範</p>	