

南臺科技大學 106 學年度第 2 學期課程資訊

課程代碼	70D23901
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	二技企管四甲 四技企管三甲四技企管三乙
任課教師	黃峰蕙 艾米麗
上課教室(時間)	週三第 2 節(S301B) 週三第 3 節(S301B) 週三第 4 節(S301B)
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>首先簡介溝通的本質，再認識自我與知覺，進而學習溝通的技巧－傾聽、語言的訊息、非語言訊息，最後將所學的概念及技巧應用於小團體的溝通。</p> <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>
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>-----</p> <p>1.增進團體互動的人力資源管理專業知識，To enhance the professional knowledge in group interaction of human resource management.，2 人力資源知識</p> <p>2.增加以英語來表達及溝通的能力，To improve the capability to communicate in English.，10 外語能力與國際觀</p> <p>3.增進表達與溝通的能力，To improve expressing and communicating capability.，12 表達與溝通</p> <p>4.增進人際關係，培養正確的學習態度與團隊精神，To improve interpersonal relationship and cultivate a good learning attitude and team-work spirit.，13 工作態度與團隊合作</p>
中文課程大綱	1. 人類溝通的本質

	<ol style="list-style-type: none"> 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 2/28 Holiday</p> <p>week2 3/07 An Introduction to Human communication.</p> <p>week3 3/14 An Introduction to Human communication. (Homework problem discussions.)</p> <p>week4 3/21 Understanding Your Self & Perceptions. (Homework problem discussions.)</p> <p>week5 3/28 Understanding Your Self & Perceptions. (Homework problem discussions.)</p> <p>week6 4/4 Holiday</p> <p>week7 4/11 Effective Listening. (Homework problem discussions.)</p> <p>week8 4/18 Mid-term oral presentation.</p> <p>week9 4/25 Mid-term exam week</p> <p>week10 5/2 Effective Listening. (Homework problem discussions.)</p> <p>week11 5/9 Verbal Communication. (Homework problem discussions.)</p> <p>week12 5/16 Verbal Communication. (Homework problem discussions.)</p> <p>week13 5/23 Working in Small group. (Homework problem discussions.)</p> <p>week14 5/30 Working in Small group. (Homework problem discussions.)</p> <p>week15 6/6 Group Interaction and Leadership.</p> <p>week16 6/13 Group Interaction and Leadership.</p> <p>week17 6/20 Final presentations.</p>

	week18 6/27 Final exam week.
教學方式與評量方法	<p>※課程學習目標，教學方式，評量方式</p> <p>-----</p> <p>增進團體互動的人力資源管理專業知識，課堂講授啟發思考，作業增加以英語來表達及溝通的能力，實作演練，口頭報告作業書面報告增進表達與溝通的能力，實作演練課堂講授，口頭報告作業書面報告增進人際關係，培養正確的學習態度與團隊精神，分組討論，日常表現</p>
指定用書	<p>書名：Human Communication: The Basic Course</p> <p>作者：Joseph A. Devito</p> <p>書局：Pearson</p> <p>年份：2013</p> <p>ISBN：978-1-292-05710-1</p> <p>版本：13</p>
參考書籍	
教學軟體	
課程規範	