

## SAMPLE COURSE OUTLINE

Creation date: Jan 13, 2020

Revision date: Jan 13, 2020

### Course Code, Number, and Title:

HCAS 1100: Interpersonal Communication

### Course Format:

[Course format may vary by instructor. The typical course format would be:]

Lecture 4.0 h

**Credits:** 3

**Transfer Credit:** For information, visit [bctransferguide.ca](http://bctransferguide.ca)

### Course Description, Prerequisites, Corequisites:

Inter-personal and intra-personal skills are critical to the work of health care assistants. In this course, students focus on developing an awareness of self as well as an awareness of others. Development of effective interpersonal communication skills that can be used in a variety of caregiving contexts will be emphasized. Students learn and practice effective communication techniques that demonstrate personal awareness, respect and active listening skills. Students are encouraged to reflect on the impact of their own communication choices and patterns.

Corequisites: HCAS 1101; HCAS 1110; HCAS 1120; HCAS 1130; HCAS 1140

### Learning Outcomes:

Upon successful completion of this course, students will be able to:

- Identify the characteristics and qualities of effective interpersonal communication
- Discuss the interrelationship between self-awareness, self-esteem, and perception as this relates to communication choices and patterns
- Demonstrate effective, caring interpersonal communication with clients/residents, colleagues and others
- Apply self-reflection, and self-appraisal processes in order to increase personal effectiveness in interpersonal contexts

**Instructor(s):** TBA

**Office:** TBA

**Phone:** (604) 323-XXXX

**Email:** TBA

**Office Hours:** TBA

**Textbook and Course Materials:**

[Textbook selection may vary by instructor. An example of texts and course materials for this course might be:]

"This generic outline is for planning purposes only".

Sorrentino, S., Remmert, L., Wilk, M.  
Mosby's Canadian Textbook for the Support Worker 4th Canadian Edition

Sorrentino, S., Remmert, L., Kelly, R., Wilk, M., Cammaert, M.  
Workbook to accompany Mosby's Canadian Textbook for the Support Worker 4th Canadian Edition

Beebe, S., Beebe, S.J., Redmond, M., Salem-Wiseman, L.  
Interpersonal Communication: Relating to others

For textbook information, visit [https://mycampusstore.langara.bc.ca/buy\\_course/Listing.asp?selTerm=318](https://mycampusstore.langara.bc.ca/buy_course/Listing.asp?selTerm=318)

*Note: This course may use an electronic (online) instructional resource that is located outside of Canada for mandatory graded class work. You may be required to enter personal information, such as your name and email address, to log in to this resource. This means that your personal information could be stored on servers located outside of Canada and may be accessed by U.S. authorities, subject to federal laws. Where possible, you may log in with an email pseudonym as long as you provide the pseudonym to me so I can identify you when reviewing your class work.*

**Assessments and Weighting:**

(An example of assessments might be:) %

Midterm = 20%  
Final Exam = 25%  
Assignments = 55%

**Grading System:** Letter grade

Specific grading schemes will be detailed in each course section outline.

Passing Grade = C+

*Information unavailable, please consult Department for details*

**Topics Covered:**

[Topics covered may vary by instructor. An example of topics covered might be:]

Introduction to interpersonal communication  
Knowledge of self  
Non-verbal communication  
Responding to others  
Conflict management and resolution

As a student at Langara, you are responsible for familiarizing yourself and complying with the following policies:

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**College Policies:**

[E1003 - Student Code of Conduct](#)

[F1004 - Code of Academic Conduct](#)

[E2008 - Academic Standing - Academic Probation and Academic Suspension](#)

[E2006 - Appeal of Final Grade](#)

[F1002 - Concerns about Instruction](#)

[E2011 - Withdrawal from Courses](#)

**Departmental/Course Policies:**

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