

ARIZONA WESTERN COLLEGE  
SYLLABUS

## FAS 185 FAMILY COMMUNICATION SKILLS

Credit Hours: 3 Lec 3

PREREQUISITE: None

COURSE DESCRIPTION

This is a preventive program to help any person learn and improve the skills needed for the important job of guiding and influencing children as well as effectively relating and communicating with all other family members. The course teaches methods and skills needed for clear communication. This course may be job supplemental in the area of day care, elementary and secondary education.

1. COURSE GOALS

- 1.1 Improve two-way communication skills so the guidance of children and interaction between family members becomes a joy, not a burden.
- 1.2 Encourage family members to become more responsible and dependable individuals with the ability to solve their own problems.
- 1.3 Decrease the amount of punishment used, have fewer tantrums, emotional scenes, flare-ups and fights. To effectively confront unacceptable behavior.
- 1.4 Develop warmer feelings and closer relationships by resolving conflicts and values collisions which exist between family members.

2. OUTCOMES

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

- 2.1 identify who "owns" a problem in any particular situation.
- 2.2 demonstrate being a consultant to the person to whom you are listening by using "active listening."
- 2.3 identify and purposefully decrease the use of the 12 typical roadblocks to communication.
- 2.4 encourage another to talk and continue talking by demonstrating "decoding".
- 2.5 formulate and send "I" messages rather than "You" messages.
- 2.6 explain the "no-lose" problem-solving method and use the method when dealing with conflict situations.
- 2.7 state their personal value system and its probable effect on family relationships.
- 2.8 identify and use confrontation skills so that others respect their needs.
- 2.9 decrease involvement in personal power struggles.

3. METHODS OF INSTRUCTION

- 3.1 Lectures
- 3.2 Appropriate AV media
- 3.3 Role playing
- 3.4 Class discussions
- 3.5 Tests

3.6 Written papers, journals, projects, etc.

4. LEARNING ACTIVITIES

- 4.1 Weekly reading assignments from text, workbook and supplemental materials
- 4.2 Group discussions, brainstorming, role-playing, and technique exercise
- 4.3 Assignments applying principles learned to personal relationships

5. EVALUATION

Each student's grade will be determined by the following percentages: (see details in Grading Guideline)

- 40% Content tests over material covered in class and readings
- 40% Class participation
- 10% Application of skills
- 10% Project

6. STUDENT RESPONSIBILITIES

- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
- 6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
- 6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.
- 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for "No Show" reporting during the first 10 days of each semester. Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.

For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):

- Submitting an academic assignment
- Taking an exam, an interactive tutorial or computer-assisted instruction
- Attending a study group that is assigned by the school
- Participating in an online discussion about academic matters

- Initiating contact with a faculty member to ask a question about the academic subject studied in the course