

**NOVA COLLEGE-WIDE COURSE CONTENT SUMMARY  
CST 110 - INTRODUCTION TO COMMUNICATION (3 CR.)**

**Course Description**

Examines the elements affecting speech communication at the individual, small group, and public communication levels with emphasis on practice of communication at each level. Lecture 3 hours per week.

**General Course Purpose**

Provides the student with a theoretical and practical survey of the field of speech communication, including the opportunity to practice competencies with feedback to enhance communication confidence.

**Course Prerequisites/Co-requisites**

Fluency in Standard American English. Recommend proficiency in reading and writing at English 111 level.

**Course Objectives**

Upon completion of this course, the student should be able to:

- comprehend and apply communication principles in personal, small group, and public situations
- report increased self-confidence in communication settings
- express their ideas with verbal fluency
- apply knowledge of nonverbal communication in sending and receiving messages
- demonstrate critical thinking competencies
- demonstrate the ability to organize information
- adapt messages and behaviors to different communication contexts
- employ appropriate listening and responding behaviors
- demonstrate understanding and respect for cultural and social diversity

**Major Topics to be Included**

- A. Communication foundation
  - 1. ethics of communication
  - 2. language and meaning
  - 3. listening and responding
  - 4. communication models
  - 5. nonverbal communication
  - 6. perception and self-concept
  - 7. planning goals/objectives and communication techniques
- B. Interpersonal communication
  - 1. Assertiveness
  - 2. stages of relationships
  - 3. strategies for dealing with defensiveness and managing conflict

- C. Small group
  - 1. decision-making
  - 2. leadership behaviors and responsibilities
  - 3. problem-solving
  - 4. roles
  - 5. norms and agendas
  
- D. Public speaking
  - 1. analyzing and adapting to audiences
  - 2. delivery styles in presenting information
  - 3. verbal and nonverbal messages
  - 4. objectives and goals for specific speech situations
  - 5. organization and supporting materials