

COMX - Communication

COMX 102 Interpersonal Skills in the Workplace: 1 Credits (1 Lec)

This course covers the basic elements of communication in the business environment, including listening, speaking, and reading. It also looks at the importance of nonverbal communication, ethics, and professional courtesies. It discusses the importance of internal skills like teamwork and external skills with customers such as reflective listening. Successful interview skills are discussed in class and demonstrated in final student project.

COMX 106 Communicating in a Dynamic Workplace: 3 Credits (3 Lec)

This course prepares students to seek and maintain a professional position. The course covers many elements of communication in the workplace, including listening, nonverbal behavior, salary negotiation, personality, customer service, and decision making. Students will prepare job application documents and practice interviewing skills.

COMX 111US Introduction to Public Speaking: 3 Credits (1 Lec, 2 Other)

Overview of the theories, concepts, and principles of public speaking, to include audience analysis, evidence, sensory aids, small group communication, ethics and listening. Application of concepts and principles through preparation and delivery of impromptu, informative, persuasive, and group presentations.

COMX 115 Introduction to Interpersonal Communication: 3 Credits (3 Lec)

This course will examine the importance of personal and small group communication. The emphasis will be on how individuals perceive information and transmit messages based on aspects such as the context in which we interact, the perceptions we hold, our cultural background, and nonverbal and verbal behavior. Students will explore the factors that affect both individual and group dynamics in our personal and professional lives.

COMX 222 Professional Communication: 3 Credits (3 Lec)

This class focuses on developing skills for interpersonal and group communication in a professional environment. Students will develop a professional resume and cover letter, conduct an interview, and learn how to communicate professionally with co-workers, supervisors, and customers. The class explores diversity in the workplace, nonverbal communication, influence, technical communication, and managing workplace conflict.

COMX 291 Special Topics: 1-4 Credits (1-4 Lec)

Courses not required in any curriculum for which there is a particular one-time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.
Repeatable up to 12 credits.