

# **IMMACULATE CONCEPTION HIGH SCHOOL**



## **Communication Studies**

### **Christmas Term Plan 2024**

**September – December 2023 (APPROXIMATELY 10 weeks of classes)**

**Each student is to download a copy of the syllabus from the CXC E-Store.**

#### **1. Course analysis/overview**

- Requirements of Modules: Module 1 Gathering and Processing Information; Module 2 Language and the Community; Module 3 Speaking and Writing
- Modules are taught concurrently
- The format of the S.B.A - Introduction, Exposition (speech), Reflective Piece, Language Analysis
- Assessment - Module Exams, Quizzes, Oral Presentations, Group Work, In-class assessments
- Plagiarism workshops/orientation

## MODULE 3: SPEAKING AND WRITING

### 2. What is communication?

#### a. Defining communication

#### b. Characteristics of Communication:

- Human
- Contextual
- Inevitable
- Dynamic
- Continuous
- Irreversible

### 3. The process of communication:

- a. Identifying the elements in the process: sender, message, channel/medium, receiver, feedback.
- b. Facilitators and barriers.
- c. Describing the process of communication: conceptualizing, encoding, selecting channels/mediums, decoding, interpreting, and giving feedback.
- d. Mass media, channels/mediums and technologies

### 4. Models of the communication process.

- Linear
- Interactive
- Transactional etc.

Class Test Week of October 1-4, 2024

### 5. CONTEXTS OF COMMUNICATION

- a. Intrapersonal
  - b. Interpersonal
  - c. Small Group
  - d. Organizational
  - e. Academic
  - f. Public
  - g. Intercultural.
- Examining characteristics and specific examples of each context

6. Forms of communication

(a) Verbal (speech and writing)

(b) Non-verbal

- Behaviours that communicate things without speech or writing
- Integrating forms for specific purposes and situations
- Relationship between forms and contexts of communication

(c) Categories of non-verbal forms of communication:

- a. Paralanguage/paralinguistics
- b. Kinesics
- c. Proxemics
- d. Graphics
- e. Artifacts
- f. Chronemics
- g. Haptics
- h. Proxemics
- i. Appearance/ dress
- j. Iconics
- k. Olfactory
- l. Occulesics

(d) Functions and roles of non-verbal communication

(e) Integrating forms for specific purposes and situations (practice cases, role play and simulations)

[ First Six Week test October ]

### **Module 1: GATHERING AND PROCESSING INFORMATION**

7. Conducting Research/ The Internal Assessment [Begin by week of September 25, 2023]

- The format of the S.B.A - Introduction, Exposition (speech), Reflective Piece, Language Analysis (each section **MUST** be fully explained)
- **The evils of Plagiarism MUST be addressed by each teacher from the start of the S.B.A.**

(a) Choosing a theme and a topic (teacher has autonomy in how this is conducted.)

(b) Writing/formatting the topic (**in the form of a question**).

- Topic must be in the form of a question
- Topic must be topical/ sense of debate surrounding the issue
- Topic must be national or regional
- Students should do a preliminary research to see how accessible information is on the topic of choice.

Students will choose their themes and topics.

- Teacher **MUST** submit a copy of **EACH** student's chosen theme and topic to H.O.D. as part of record keeping
- **Final list to be submitted by: October 21, 2024**

**8. S.B.A. Component 1: Writing the General Introduction (*Based on theme and NOT topic*)**

**Assessment #2 – Final Draft of General Introduction to be collected and kept on file (used as graded piece)**

(a) Must address the areas stipulated by CXC.

- theme and purpose
  - how themes will be treated in the Exposition and Reflective Sections
  - How theme relates to students' academic, work-related, and personal interests.
  - **1st Draft of General Introduction to be submitted by [October 28, 2024](#)**
  - **2<sup>nd</sup> Draft of General Introduction to be submitted by [November 06, 2024](#)**
- Teachers should collect the Final Draft of General Introduction [soft copy]***

**Please see the Communication Studies syllabus (pp. 33-34) for mark scheme.**

#### 9. Sourcing Information

- (a) What is research?
- (b) Defining key terms: data, information etc
- (c) Locating primary and secondary sources
- (d) Differentiating between primary and secondary sources using relevant examples.
- (e) Data collection methods (qualitative and quantitative methods: types and examples)
- (f) Advantages and Disadvantages of the data collection methods

#### 10. Listening Skills in Context (see Raymond Zeuschner's Communicating Today: The essentials for information)

- Listening for appreciating
  - Emphatic listening
  - Listening for comprehension
  - Critical listening
- (a) ***Types of Listening***
- Active listening
  - Effective listening

(b) **Listening practice**

- (i) Short prose pieces
- (ii) Poems
- (iii) Audio-visual recordings (prose, poetry, song)

***Pay attention to:***

1. Identifying the main idea
2. Identifying the writer's purpose

**(Distinguish between #1 and 2 above)**

3. Identifying figurative/literary devices used by the writer to achieve his purpose/ and to support

His/her main idea.

4. Discussing the **effectiveness** of the devices used by the writer.

**Assessment –Teacher Test listening exercise. [November 11-15, 2024]**

**11. S.B.A. Component 2**

**Preparing for the External Exam/ Exposition Part 1**

- (a) Students to identify the three sources for their chosen topics
- (b) Students to provide a summary of at least **ONE** source

Students evaluate at least **ONE** source based on criteria: *how the source, context and channel/medium affected the reliability and validity of the information gathered.*

**12. What is language? (Definition)**

- **Characteristics** of Language
- Human
- Verbal
- Symbolic
- Systematic (non- arbitrary)
- Maturational
- Non-instinctive (naturally acquired)
- Dynamic

Differentiation between 'language' (generic) and 'a language' (individual)

a) Related concepts: clarifying terms (*Please see CXC syllabus for comprehensive definitions*)

- (a) **Variation** (changes in language in response to various influences, for example, social, geographic, individual, group factors)
- (b) **Dialect** (any version of a language including a Creole language, spoken by a particular geographic, social or cultural subgroup)
- (c) **Register** (the range of language choices available for use in different situations/ levels of formality)
- (d) **Standard** (the dialect used for education and other formal or official purposes)
- (e) **Creole** (the set of varieties which have their beginnings in situations of contact where groups of people who do not share a common language are forced to communicate with each other)

### 13. Variations in Language

- (a)
  - Reasons for choice
  - Registers (frozen, formal, consultative, casual, intimate)
  - Varieties (standard, jargon, colloquial, slang, dialect, patois, Creole)
- (b) Factors which influence attitudes to language variety
- (c) Interpretation of different language situations and the importance placed on the mastery of standard variety vs. denigration of the non-standard.

### 14. Types of Speaking and Writing

- (i) Speaking
  - Conversation
  - Short expository, persuasive and argumentative speeches
  - Impromptu speaking exercises

15. Practice writing the Module 3 (Speaking and Writing) Essay

1. Essay Writing Techniques specific to **writing the essay for Module THREE**

**November 18-22, 2024**

<b>Second Six Weeks Test December</b>
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16. Purposes of Writing

- emphasizing, reflecting, evaluating, discussing, defining, discussing, evaluating, reporting, criticizing etc.

(Teachers may consult Writings in English for this information).

17. The Reflection

- Original creative piece not exceeding 800 words related to chosen **THEME** of the S.B.A
- Must have *substantial treatment* of at least two of the features to be assessed in the Language Analysis (registers, dialectal variation, attitudes to language, communicative behaviours)
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***The Preface***

- Introduction to the Reflection not exceeding 200 words
- Must address the purpose, intended audience and context of the Reflection

**D. S.B.A. Component 3 December 9-13, 2024**

**Preparing for the External Exam/ The Reflective**

(a) Students to begin writing reflective piece [[Christmas assignment](#)]

(b) **The Expository part 2**

Students are also required to have second source for evaluation based on criteria: *how the source, context and channel/medium affected the reliability and validity of the information gathered.*



**Term Assessment schedule:**

1. **Class Test Week of October 1- 4, 2024**
2. **First Six weeks Test [October , 2024]**
3. **General Introduction [SBA November 6, 2023]**
4. **Listening Test [November 11-15, 2024]**
5. **Module 3 essay [Course work November 18-22, 2024]**
6. **Six weeks test [December, 2024]**
7. **Teacher's personal/ individual Course work**

**Total # of Grades – 6/7 (2 Six weeks tests, Class test, Listening Test, General Introduction, Module 3 Essay, Individual teacher course work)**