



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Interpersonal communication [S1MiBM2>KI]

### Course

Field of study

Mechanical Engineering

Year/Semester

4/7

Area of study (specialization)

–

Profile of study

general academic

Level of study

first-cycle

Course offered in

Polish

Form of study

full-time

Requirements

elective

### Number of hours

Lecture

30

Laboratory classes

0

Other

0

Tutorials

0

Projects/seminars

0

### Number of credit points

2,00

### Coordinators

Krzysztof Kubiak

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### Lecturers

### Prerequisites

Basic knowledge of formal logic and ways of social communication

### Course objective

Developing interpersonal skills by students in the field of precise expression and logical argumentation; active listening skills, preparing a public speech; knowledge of mass, group and interpersonal communication techniques as well as basic techniques of influencing the interlocutor; presentation of basic marketing techniques.

### Course-related learning outcomes

Knowledge:

The student knows the basic principles and techniques of interpersonal communication; has knowledge of verbal and non-verbal communication as well as their meaning and differences in direct, indirect, mass and group speeches. Has basic knowledge about the fundamental dilemmas of modern civilization.

Skills:

The student has the ability to perceive, associate and interpret phenomena occurring in the process of

communication; The student is able to apply interpersonal rules in professional and private life; analyze the communication process and recognize communication errors. Moreover, the student is able to actively listen and schematically prepare public speeches. Is able to take into account systemic and non-technical aspects, including ethical, ecological and environmental protection.

#### Social competences:

The student is aware of the fluctuations associated with interpersonal communication at the social, professional and private level and the consequences of the possibility of deciphering verbal and non-verbal messages; Moreover, he is able to cooperate in a group and prepare and convey opinions in a comprehensible manner, conventionally adopted in a given environment of the recipients of the message. Is able to determine the importance of knowledge in solving cognitive and practical problems and to seek the opinion of experts in case of difficulties in solving the problem independently. Is aware of the importance of non-technical aspects and ethical consequences of engineering activities in social relations.

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Test; 10 questions: 6 points = 3.0; 7points = 3.5; 8points = 4.0; 9 points = 4.5; 10points = 5.0

### Programme content

1. The importance of communication in everyday and professional life. - Interpersonal communication, social communication, public communication, mass communication.
2. Characteristics of the process of interpersonal communication. - The essence of communication. Model of the communication process. Elements of the communication process. Features of communication. Communication Features ..
3. Types of interpersonal communication: non-verbal and verbal communication (oral and written).
4. Methods of information communication.
5. Methods of persuasive communication. Types of persuasion. The rules of influencing people.
6. Manipulation as a special case of interpersonal communication.
7. Communication barriers: technical, organizational and social.
8. Communication competences and their impact on interpersonal relations:
  - a) active listening and answering? obstacles to active listening; methods of improving active listening and responding skills
  - b) effective use of words? understanding linguistic messages, preparing reports, errors in writing reports;
  - c) public speaking - The role and specificity of public speaking. Prepared presentation. The structure and rules of conducting a presentation. Features of a professional presentation. Audience analysis. Building sentences. Non-verbal behavior during the presentation,
  - d) ability to work in a group and a team - The essence of teams, Teams and groups? differences. Stages of building a group. Types of roles and their division in the team. Team leader role. Features of a good leader.
9. The importance of communication in an organization.

### Course topics

none

### Teaching methods

Lecture: multimedia presentation

### Bibliography

Basic:

1. Gronbeck B., German K., Ehninger D., *Zasady komunikacji werbalnej*, Poznań, 2001
2. Nęcki Z., *Komunikacja interpersonalna*, Wrocław, 2002
3. Stewart J., *Podręcznik komunikacji interpersonalnej*, Warszawa, 2003

Additional:

1. Jabłowska, L., Wachowiak, P., Winch, S., Prezentacja profesjonalna. Teoria i praktyka, Difin, Warszawa, 2008

2. Nęcki Z.,: Komunikacja międzyludzka, Wydawnictwo Profesjonalnej Szkoły Biznesu, Kraków 1996r

### Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,00
Classes requiring direct contact with the teacher	30	1,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	20	1,00