朝陽科技大學 098學年度第1學期教學大綱
Communication Theory and Practice 溝通理論與實務

當期課號	1200	Course Number	1200
授課教師	王珮珍	Instructor	WANG,PEI CHEN
中文課名	溝通理論與實務	Course Name	Communication Theory and Practice
開課單位	企業管理系(四日)二A	Department	
修習別	選修	Required/Elective	Elective
學分數	3	Credits	3
課程目標	人生無時無地不溝通,但達成溝通目的贏家仍屬極少數。有效的溝通包含語言及非語言之要素,特別是所我們所面對的溝通對象~「人」有著許多不確定的變數。如何打動對方,敞開其心扉,達成共識,實爲一門藝術。本課程將透過溝通理論的探討、與講師二十年實務經驗的交互驗證,配合演練與研討、小組報告,讓同學以輕鬆幽默的方式,來體驗這一門社會科學,並掌握到運用到工作與生活中的關鍵要領。	Objectives	Communication Theory and Practice Communication in human life has become so important and promising, however, how to effectively communicate either by oral or writing is not an inherent talent, which believably can be trained step by step. People even think that an attractive communication just kind of art. It can't be copied or formulated because man is always changeable. In this course, instructor will follow the textbook as well as give practical case study by two-way interesting method. How to let the students open their minds with happiness and feel humorous in the class is primary task for a qualified teacher. Besides, students will fully use this skill learnt from class into his future work.
教材	1.人際關係與溝通 2.真簡單：人際關系溝通技巧 3.傾聽也是一種溝通的語言	Teaching Materials	1.Interpersonal Communication Concepts 2.Easy Peasey:Interpersonal Relationship and Communication Skill 3.Listen is a communication language
成績評量方式	出席率 20% 期中考 20% 期末考 30% 人際關係與溝通 觀察報告 30%	Grading	Attendance Rate 20% Midterm examination 20% Final examination 30% Report by Interpersonal Relationship and Communication 30%
教師網頁	_		
教學內容	第 一 章　人際溝通的方向 第 二 章　社會知覺的形成與使用 第 三 章　關係中的溝通：基本概念 第 四 章　語言溝通 第 五 章　透過非語言行爲溝通 第 六 章　有效對話 第 七 章　有效傾聽 第 八 章　支持與安慰他人 第 九 章　個人資訊分享：自我揭露與回饋第 十 章　人際影響的倫理規範 第十一章　衝突管理 第十二章　親密關係溝通：朋友,夫妻,家庭第十三章　職場溝通	Syllabus	Chapter 1 Interpersonal Communication Chapter 2 Perception process Chapter 3 Interpersonal Relationship Chapter 4 Language Communication Chapter 5 Nonverbal Communication Chapter 6 Conversation Chapter 7 Listening Chapter 8 Support and Empathy Chapter 9 Personal Sharing Chapter10 Interpersonal Influence Chapter11 Interpersonal Conflict Chapter12 Intimates Relationship Chapter13 Career Communication

尊重智慧財產權，請勿非法影印。