



PROFESSIONAL DEVELOPMENT FOR EDUCATORS

## ***T&L 2900—Effective Communication for Educators***

### **Course at a Glance**

**Instructor/Presenter:** Jared Schlenker, Ed. D.

**Length:** 45 hours

**Dates:** Enroll anytime—Complete in 4 months

**Number of Graduate Professional Development Credits:** 3

#### **Introduction**

This course prepares educators to plan for their personal and professional development by understanding and using the principles of nonverbal/verbal communication; written communication; and interpersonal/team communication.

**Course Blackboard Site:** The UND Blackboard System will be utilized to support the structure of the course including, but not limited to, posting of the course at a glance, grades, and electronic communications.

#### **Learning Objectives**

At the end of this course, you should be able to accomplish the following objectives:

- Differentiate between nonverbal and verbal communication and explain the importance of each.
- Understand how written communication can be a reflection of your competence as an educator.
- Evaluate different dynamics within a team structure and practice communicating with each member of a team.
- Apply effective communication strategies within your individual schools.

#### **Text and/or Other Materials**

Lencioni, Patrick. (2002) *The five dysfunctions of a team: a leadership fable* San Francisco: Jossey-Bass

#### **Lesson Topics and Assignments**

##### **Lesson 1: Nonverbal Communication in the Classroom**

Readings and Videos: See Blackboard

Lesson #1 Readings/Videos Reflection – 10 Points

##### **Lesson 2: Verbal Communication in the Classroom**

Readings and Videos: See Blackboard

Lesson #2 Readings/Videos Reflection – 10 Points

**Lesson 3: Practicing Effective Nonverbal and Verbal Communication in the Classroom**

Site-Authentic Project – 15 Points

**Lesson 4: Effective Written Communication**

Readings and Videos: See Blackboard

Lesson #4 Readings/Videos Reflection – 10 Points

**Lesson 5: Practicing Effective Written Communication**

Site-Authentic Project – 15 Points

**Lesson 6: Communicating within a Team**

Readings and Videos: See Blackboard & *Five Dysfunctions of a Team*

Lesson #6 Readings/Videos Reflection – 10 Points

**Lesson 7: Communicating within a Team**

Readings and Videos: See Blackboard & *Five Dysfunctions of a Team*

Lesson #7 Readings/Videos Reflection – 10 Points

**Lesson 8: Communicating within a Team**

Readings and Videos: See Blackboard & *Five Dysfunctions of a Team*

Lesson #8 Readings/Videos Reflection – 10 Points

**Lesson 9: Communicating within a Team**

Readings and Videos: See Blackboard

**Final Assignment: Site-Authentic Project -- 15 points**

After the reading of *Five Dysfunctions of a Team* by Patrick Lencioni, evaluate a team or your organization as a whole and determine how you as a team leader may communicate with 5 team members to improve the synergy and effectiveness of the group. Please use pseudonyms for the people to whom you are referencing and construct a 1-page, single-spaced document explaining the communication strategies you would use with each of the 5 team members.

**Breakdown of Hours Related to Lesson Activities**

Watching of Videos Relevant to Objectives (7 hours)

Reading of Articles Associated with Lessons (7 hours)

Reflection on Learning within Lessons (8 hours)

Reading of Text: *Five Dysfunctions of a Team* (8 hours)

Site-authentic Projects (3) (15 hours)

**Grading and Evaluation Activities:**

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You have the option of selecting the type of grading for this course – Satisfactory/Unsatisfactory or Letter Grading (A-F). Please be aware that once you've selected the type of grading option, you cannot request a change after the course has begun.

Participants will need to earn 63 or more points to earn a Satisfactory grade.

63-105 – Satisfactory

Below 63- Unsatisfactory

Letter grades assigned as followed:

A – 95-105 pts. (90% or above)

B – 84-94 pts. (80% or above)

C – 74-83 pts. (70% or above)

D – 63-73 pts. (60% or above)

F – Below 63 pts. (59% and below)

Upon completion of your course, your final grade will be posted in Blackboard. Please allow 3-5 business days for your final grade to appear on your transcript in Campus Connection. You will receive a confirmation email when the final grade is officially posted on your transcript.

If you have an administrative question regarding course enrollment dates, extensions, withdrawals, questions regarding your transcript, or need other assistance, please contact the **Office of Extended Learning** at [und.courses@und.edu](mailto:und.courses@und.edu) or 701-777-0488.

### **Scholastic Dishonesty**

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Students enrolled in this course are expected to be aware of the seriousness of scholastic dishonesty. Unacceptable behavior such as submitting someone else's work as your own, cheating on exams, or plagiarizing can result in failure of the course or other sanctions. For a more detailed description of these policies, please refer to the UND Code of Student Life; Appendix IIIa-3, at: <http://und.edu/student-affairs/code-of-student-life/>