

# COMM1100 - Communication and Effective Human Relations

Credits:	3 (3/0/0)
Description:	Meets MnTC Goal Areas 1 and 2. This course is designed to provide individuals with basic communication principles for positive relationships in career settings. This is accomplished through oral, written and intra/interpersonal communication skills which are valued for life and work experiences. Changes in the life/work environment are characterized by greater cultural diversity, the performance of more work by teams and the need for greater ability to cope effectively with life/work issues and problems that require extensive knowledge of human relationships.
Prerequisites:	<ul style="list-style-type: none"> <li>• By Assessment</li> <li>OR</li> <li>• ENGL0096</li> <li>OR</li> <li>• ENGL0040</li> <li>• ENGL0050</li> </ul>
Corequisites:	
Pre/Corequisites*:	
Competencies:	<ol style="list-style-type: none"> <li>1. Analyze the importance of applying human relationship skills in everyday communication.</li> <li>2. Review the history and evolution of the human relations movement as it relates to modern day challenges.</li> <li>3. Evaluate ways to improve personal and organizational communication.</li> <li>4. Explore communication styles, self esteem, personal values and beliefs, attitude formation, and motivation in relation to effectively dealing with others.</li> <li>5. Develop personal communication strategies for building good relationships.</li> <li>6. Characterize a professional image.</li> <li>7. Identify team building strategies.</li> <li>8. Describe effective conflict resolution strategies.</li> <li>9. Analyze modern-day challenges of human relations and communications.</li> <li>10. Develop a life plan for communication through effective human relations.</li> </ol>
MnTC goal areas:	<ol style="list-style-type: none"> <li>1. Communication</li> <li>2. Critical Thinking</li> </ol>

\*Can be taking as a Prerequisite or Corequisite.