



<b>Short Course Description</b>	Communication courses will study and hone personal communication skills both through personal-based media and face-to-face. In this lecture, the concepts of effective interpersonal communication will be presented so that the communication goals you want to achieve are successful.						
<b>References</b>	<b>Main :</b>						
	1. Aw, Suranto. 2011. Komunikasi Interpersonal . Graha Ilmu. Yogyakarta Buckley, Susan G.2008 Buku Pintar Bahasa Tubuh. Cerdas Pustaka Publiser. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Ilmu komunikasi Teori dan praktek , Remaja Rosda Karya, Bandung Hardjana, Agus M., 2003, Komunikasi Intrapersonal dan Interpersonal, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication. Tailor & Francis e-library. New York Mulyana Deddy, M.A, Ph.D, 2002, Ilmu Komunikasi Suatu Pengantar , Rosda, Yogyakarta. Mutiah. Komunikasi Antapersonal. Buku Ajar						
	<b>Supporters:</b>						
<b>Supporting lecturer</b>	Dr. Danang Tandyonomanu, S.Sos., M.Si. Tsuroyya, S.S., M.A. Putri Aisyiyah Rachma Dewi, S.Sos., M.Med.Kom. Mutiah, S.Sos., M.I.Kom. Jauhar Wahyuni, M.I.Kom. Fitri Norhabiba, S.I.Kom., M.I.Kom. Tatak Setiadi, M.A. Ade Firmannandya, S.I.Kom., M.I.Kom. Hasna Nur Lina, S.I.P., M.Comm.						
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [ Estimated time]		Learning materials [ References ]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline ( offline )	Online ( online )		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Lecture contract, RPS description, assignment and assessment description, lecture system description and schedule agreement	mutual agreement	<b>Criteria:</b> Student activity  <b>Form of Assessment :</b> Participatory Activities	lectures and discussions 4 X 50		<b>Material:</b> Introduction to Inter-Person Communication <b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Book on Body Language. Smart Library Publisher. Jakarta .</i> Devito Joseph A., 2004, <i>The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	2%

2	Understand the reasons, functions and objectives of studying interpersonal communication	Able to explain the purpose of interpersonal communication	<p><b>Criteria:</b> Able to explain the purpose of interpersonal communication</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Lectures and discussions 4 X 50		<p><b>Material:</b> Interpersonal Communication</p> <p><b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	2%
3	Understand the concept of good listening. Skilled in being a good listener	Define active and passive listeners Explain the concept of listening objectively and empathetically Explain the components of being a good listener Define how to listen with "love"	<p><b>Criteria:</b> Define active and passive listeners Explain the concept of listening objectively and empathetically Explain the components of being a good listener Define how to listen with "love"</p> <p><b>Form of Assessment :</b> Project Results Assessment / Product Assessment</p>	discussions and lectures 4 X 50		<p><b>Material:</b> Interpersonal Communication</p> <p><b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	2%

4	Able to understand effective interpersonal communication models through humanistic and pragmatic models	Explaining communication models Explaining the humanistic model Explaining the pragmatic model Explaining Assertive communication	<b>Criteria:</b> Able to explain communication models, explain humanistic models, explain pragmatic models and assertive communication  <b>Form of Assessment :</b> Participatory Activities	Simple experiments, examples of effective communication and ineffective communication. Lectures and discussions 4 X 50		<b>Material:</b> Interpersonal Communication <b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	5%
5	Students have interpersonal communication skills	Able to express questions in good language Able to express opinions well Able to explain positive and negative communication	<b>Criteria:</b> Able to express questions in good language Able to express opinions well Able to explain positive and negative communication  <b>Form of Assessment :</b> Participatory Activities, Project Results Assessment / Product Assessment	Lectures and discussions Student percentage 4 X 50		<b>Material:</b> Interpersonal Communication <b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	5%

6	Students are able to understand the concept of personal presentation standards	Students are able to explain self-presentation standards. Able to explain grooming and good attitudes in the workplace. Able to explain how to maintain interpersonal relationships	<p><b>Criteria:</b> Students are able to explain self-presentation standards. Able to explain grooming and good attitudes in the workplace. Able to explain how to maintain interpersonal relationships</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	Lectures and discussions 4 X 50		<p><b>Material:</b> Interpersonal Communication</p> <p><b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	5%
7	Students are able to understand identity management theory and communication privacy settings	Able to explain identity management theory Able to explain communication privacy settings	<p><b>Criteria:</b> Able to explain identity management theory Able to explain communication privacy settings</p> <p><b>Form of Assessment :</b> Participatory Activities, Project Results Assessment / Product Assessment</p>	Lectures and discussions 4 X 50		<p><b>Material:</b> Interpersonal Communication</p> <p><b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	5%

8	able to complete the Midterm Exam well	Midterm exam	<b>Criteria:</b> Midterm exam  <b>Form of Assessment :</b> Participatory Activities, Tests	4 X 50		<b>Material:</b> Interpersonal Communication <b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	20%
9	Able to understand body language and body language mistakes Able to understand online language and body language all over the world	Students are able to practice correct body language in interpersonal relationships Able to explain the development of body language over time Able to identify non-verbal signals Able to explain body language online and body language throughout the world	<b>Criteria:</b> Students are able to practice correct body language in interpersonal relationships Able to explain the development of body language over time Able to identify non-verbal signals Able to explain body language online and body language throughout the world  <b>Form of Assessment :</b> Participatory Activities	Lectures, discussions Watch live body language videos uploaded from YouTube and discuss them together 4 X 50		<b>Material:</b> Body Language <b>Reference:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	2%

10	understand the theory of social exchange theory	able to carry out analysis of communication problems between persons based on the perspective of social exchange theory	<p><b>Criteria:</b> able to carry out analysis of communication problems between persons based on the perspective of social exchange theory</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	lecture presentation group discussion 4 X 50		<p><b>Material:</b> Social Exchange Theory</p> <p><b>Bibliography:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	2%
11	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<p><b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems</p> <p><b>Form of Assessment :</b> Participatory Activities, Practice/Performance</p>	PresentationLectureDiscussion 2 X 50		<p><b>Material:</b> Interpersonal communication problems</p> <p><b>Reference:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	10%

12	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<p><b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	PresentationLectureDiscussion 2 X 50		<p><b>Material:</b> Interpersonal communication problems <b>Reference:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	10%
13	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<p><b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems</p> <p><b>Form of Assessment :</b> Participatory Activities</p>	PresentationLectureDiscussion 2 X 50		<p><b>Material:</b> Interpersonal communication problems <b>Reference:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York Effendy, Onong Uchjana, 2006, Communication science Theory and practice, Teen Rosda Karya, Bandung Hardjana, Agus M., 2003, Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta Konijn, Elly A. 2008. Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	2%



14	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<p><b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems</p> <p><b>Form of Assessment :</b> Practice / Performance</p>	PresentationLectureDiscussion 2 X 50		<p><b>Material:</b> Interpersonal communication problems</p> <p><b>Reference:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i></p> <p>Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i></p> <p>Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i></p> <p>Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i></p> <p>Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	8%
15	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<p><b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems</p> <p><b>Form of Assessment :</b> Participatory Activities, Project Results Assessment / Product Assessment</p>	PresentationLectureDiscussion 2 X 50		<p><b>Material:</b> Interpersonal Communication</p> <p><b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i></p> <p>Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i></p> <p>Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i></p> <p>Hardjana, Agus M., 2003, <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i></p> <p>Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i></p>	15%

16	students understand various theories and perspectives of interpersonal communication	able to make analyzes and alternative solutions to various interpersonal communication problems	<b>Criteria:</b> able to make analyzes and alternative solutions to various interpersonal communication problems  <b>Form of Assessment :</b> Participatory Activities	PresentationLectureDiscussion 2 X 50		<b>Material:</b> Interpersonal Communication <b>References:</b> Aw, Suranto. 2011. <i>Interpersonal Communication. Science House. Yogyakarta</i> Buckley, Susan G. 2008 <i>Smart Body Language Book. Smart Library Publisher. Jakarta . Devito Joseph A., 2004, The interpersonal Communication Book(10th ed, Pearson, New York</i> Effendy, Onong Uchjana, 2006, <i>Communication science Theory and practice, Teen Rosda Karya, Bandung</i> Hardjana, Agus M., 2003. <i>Intrapersonal and Interpersonal Communication, Kanisius, Yogyakarta</i> Konijn, Elly A. 2008. <i>Mediated Interpersonal Communication &amp; Francis e-library. Mulyana Deddy, MA, Ph.D, 2002, Communication Science</i>	5%
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#### Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
1.	Participatory Activities	62.5%
2.	Project Results Assessment / Product Assessment	14.5%
3.	Practice / Performance	13%
4.	Test	10%
		100%

#### Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** abilities in the process and student learning outcomes are specific and measurable statements that identify the abilities or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.

