



SUBJECT DATASHEET

COMMUNICATION SKILLS

BMEGT43A353

I. SUBJECT DESCRIPTION

1. SUBJECT DATA

Subject name

COMMUNICATION SKILLS

ID (subject code)

BMEGT43A353

Type of subject

class

Course types and lessons

<i>Type</i>	<i>Lessons</i>
Lecture	4
Practice	0
Laboratory	0

Type of assessment

exam

Number of credits

6

Subject Coordinator

<i>Name</i>	<i>Position</i>	<i>Contact details</i>
Dr. Blaskó Ágnes	assistant professor	blasko.agnes@gtk.bme.hu

Educational organisational unit for the subject

Department of Sociology and Communication

Subject website

<https://edu.gtk.bme.hu>

Language of the subject

magyar - HU

Curricular role of the subject, recommended number of terms

Programme: **Communication and media studies Bachelor's Programme from 2021/22/Term 1**

Subject Role: **Compulsory**

Recommended semester: **1**

Direct prerequisites

Strong None

Weak None

Parallel None

Exclusion None

Validity of the Subject Description

Approved by the Faculty Board of Faculty of Economic and Social Sciences, Decree No: 580251/13/2023 registration number. Valid from: 29.03.2023.

2. OBJECTIVES AND LEARNING OUTCOMES

Objectives

The aim of the course is for students to recognize their own communication patterns through experiential learning and then reflection on it, to be aware of their strengths and the skills to be developed; in an interpersonal and small group situation, they find the congruent mode of communication. The course essentially represents an attitude that focuses on change, on the process of seeking, rather than on the formulation/enforcement of binding, universal truths. That is, it shifts the focus from content to process. In other words, it does not transfer "know-how", but appropriates an approach. The approach is also represented by the leaders and is also aimed at transferring it.

Academic results

Knowledge

1. The course thinks about social communication along different dimensions, which are constantly recurring in each lesson as the different topics are covered. However, due to the skill-building nature of the lesson, the following content is not treated in a scientific way: 1. Hidden and visible dynamics: 2. Separating task-oriented or "default mode" situations 3. social interactions and individual characteristics 4. individual and community responsibility 5. Democratic functioning

Skills

1. striving to operate democratically
2. sociality - Viewing humans as socio-social beings, understanding the individual as embedded in a social system.
3. principle of equality - Everyone has an equal voice: all group members and all social/institutional/etc. actors involved. The opinions/values/thoughts of the leader are equally voiced with the others.
4. the process of constructing meaning - understanding is generated in a process of interpretation - constructing meaning
5. critical perspective - Reconstructing the familiar worldview/narrative in the light of understandings from different new perspectives
6. change - The new narrative that emerges in understanding is change in itself, but the process can also lead to the development of a real action plan.

Attitude

1. Self-reflection of one's own abilities
2. Independence

Independence and responsibility

1. Adoption and enforcement of professional standards

Teaching methodology

Own experience and reflection. The current course leader manages the personal experience in a way that depends on his / her qualifications. The difficulty of the method is that after experiential learning, the results are processed on a cognitive level, thus speeding up the integration phase and directing it into a single modality, while adapting to the traditional higher education learning picture.

Materials supporting learning

- A tantárgy elvégzéséhez szükséges oktatási anyagok, szakirodalom a kurzus moodle-oldaláról érhető el a hallgatóknak (edu.gtk.bme.hu) – Books, notes, downloadable materials (edu.gtk.bme.hu)
- Tanulási napló: a hallgatók önnön fejlődésüket folyamatosan készített tanulási napló segítségével követik.
- Learning diary: students follow their own progress with the help of a learning diary.

II. SUBJECT REQUIREMENTS

TESTING AND ASSESSMENT OF LEARNING PERFORMANCE

General Rules

Learning diary (homework): the course aims at the continuous integration of knowledge and competence elements appearing in attending classes. The written learning diary is to analyze the lesson material in the form of homework according to the criteria set by the instructor. The given aspects help to analyze individual group roles, social dynamics and their social relevance. The learning diary consists of 1-1 page of questions to be explained. Class work - active participation: prepared appearance and active participation in classes taking responsibility for the self-learning process Assignment – in team work students create a product (video, board game etc.) and present it to the class. Self-assessment: the aim of the course is to enable students to evaluate their own development independently and realistically.

Performance assessment methods

Detailed description of the performance evaluations carried out during the term: Criteria and parts of evaluation: classroom activity, learning diary, self-assessment.

Percentage of performance assessments, conducted during the study period, within the rating

- in-class activity: 10
- team work: 15
- presentation: 10
- partial performance assessment: 15
- total: 50

Percentage of exam elements within the rating

- exam: 50

Conditions for obtaining a signature, validity of the signature

Órák rendszeres látogatása

Issuing grades

Excellent	91
Very good	85–90
Good	72,5–84
Satisfactory	60–72,4
Pass	50–59
Fail	< 50

Retake and late completion

Retakes and make-ups are regulated by the University's Code on Education and Examination. Class attendance is mandatory according to Code of Education and Examination regulations. The focus of the subject is on continuous work, and the replacement (late submission)

of individual elements is only possible if it does not hinder continuous development.

Coursework required for the completion of the subject

classes	56
prep. for classes	34
prep. for assessments	50
reading	40
total	180

Approval and validity of subject requirements

III. COURSE CURRICULUM

THEMATIC UNITS AND FURTHER DETAILS

Topics covered during the term

1. How do I communicate? Communication self-awareness: exploring and developing personal communication attitudes and skills; 2. What values and commitments do we communicate based on? Critical thinking: recognising and becoming aware of own and others' commitments; 3. How can we express our values, thoughts and intentions? Culture of debate, advocacy; 4. How can we create a cooperative situation? Cooperation in communication, cooperative communication, moderation; 5. How do we recognise and relate to authority situations? 6. How can we act as responsible actors in situations that are recognised as problems, regardless of our involvement? Action skills

Additional lecturers

Dr. Rajkó Andrea

Approval and validity of subject requirements