

Leadership and Effective Communication (EMAP 2301)



Credit: 3 semester credit hours (3 hours lecture)

Prerequisite/Co-requisite: None.

Course Description

Analysis of personal and group dynamics in an emergency management setting. Examines the interpretation of the spoken and unspoken word and the effective utilization of public information processes of print, radio, and television media. This course is equivalent to the Texas Department of Emergency Management and Federal Emergency Management Agency courses G240 and G242.

Required Textbook and Materials

1. *Leading with Communication* by T. Gamble and M. Gamble. SAGE Publications.
 - a. ISBN number is 978-1-4129-9426-2.

Course Objectives

Upon completion of this course, the student will be able to:

1. Describe the various ways people interact.
2. Analyze personal and group dynamics.
3. Demonstrate effective written and oral communications.

Course Outline

1. Welcome:
 - a. Introduction of faculty and students
 - b. Course Expectations
2. Understanding Leadership
 - a. Understanding the Leader in You
 - b. Understanding the Leader's Ethical Responsibilities
 - c. Understanding the Leader/Follower Relationship
3. Developing Leadership Skills
 - a. Thinking like a Leader
 - b. Perceiving like a Leader
 - c. Listening like a Leader
 - d. Storytelling like a Leader
- e. Presenting yourself like a Leader
4. Exercising Leadership
 - a. Leading the way through conflict
 - b. Establishing and sharing power
 - c. Promoting collaborative problem solving
 - d. Influencing and inspiring others
5. Meeting Leadership Challenges
 - a. Valuing culture and diversity
 - b. Innovating
 - c. Social networking and Technology

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Grade Scale

90 – 100	A
80 – 89	B
70 – 79	C
60 – 69	D
0 – 59	F

Course Evaluation

Final grades will be calculated according to the following criteria:

1. Discussion	10%
2. Exams	20%
3. Assignments	70%

Course Policies

1. No food, drinks, or use of tobacco products in class.
2. Computers, telephones, headphones, and any other electronic devices must be turned off while in class or used only with permission of the instructor.
3. Do not bring children to class.
4. If you wish to drop a course, the student is responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an 'F' in the course.
5. Additional class policies as defined by the individual course instructor.

Technical Requirements (for courses using Blackboard)

The latest technical requirements, including hardware, compatible browsers, operating systems, software, Java, etc. can be found online at:

https://help.blackboard.com/en-us/Learn/9.1_2014_04/Student/015_Browser_Support/015_Browser_Support_Policy A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of the online technology and resources.

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in Student Services, Cecil Beeson Building. You may also visit the online resource at <http://www.lit.edu/depts/stuserv/special/defaults.aspx>

Student Code of Conduct Statement

Approved 01/2019

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It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu or obtained in print upon request at the Student Services Office. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document

Starfish

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

