



Communication (8th Edition)

By Barker, Larry; Gaut, Deborah

Pearson, 2001. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: All chapters begin with Key Concepts and Terms and end with a Summary and Exercises. Preface. I. COMMUNICATION ELEMENTS. 1. Communication: Tool for Survival. Communication Perspectives. Communication Models. What We Believe About Communication Today. Communication Defined. Ethical Considerations and Human Communication. 2. Verbal Communication. Functions of Language. Language Development. Meaning. Language and Behavior. 3. Nonverbal Communication. Functions of Nonverbal Communication. Types of Nonverbal Communication. Awareness of Nonverbal Communication. 4. Listening and Intrapersonal Processes. Defining Listening. The Listening Ladder: A Five-Step Approach. Five Dimensions of Listening. Listening Preferences. Improving Your Listening Skills. Intrapersonal Processes. The Effects of Intrapersonal Variables on Communication. Awareness and You. II. INTERPERSONAL, SMALL GROUP, AND ORGANIZATIONAL COMMUNICATION. 5. Interpersonal Communication. An Interpersonal Communication Model. Dyadic versus Small Group Communication. Theories of Interpersonal Communication. Variables Affecting Interpersonal Relationships. Development of Dyadic Relationships. Managing Interpersonal Relationships. 6. Small Group Communication. Communicating in Small Groups and Teams: An Overview. Definitions. Types of Groups and Teams. Effective Team Members. How Does a Group Become a Team? Leaders and Leadership. Problem Solving through Group Discussion. Other Factors Affecting Group Performance. 7. Organizational Communication. A Brief History...

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