

Subject Code	FH6202
Subject Title	Professional and Organisational Communication
Credit Value	3
Level	6
Pre-requisite / Co-requisite/ Exclusion	N/A
Objectives	This course reviews how communication issues in professional contexts index larger social issues, such as neoliberalism, racism, discrimination, and other critical topics. Classroom discussions explore contemporary communication issues in professional contexts. Students will be exposed to a number of methodologies that can be used to explore the text, genre, and discourses of professional communication.
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none"> a. understand relevant theories of professional communication; b. understand and evaluate organizational and professional challenges and issues; c. reflective on their own participation in professional communication; d. develop an expertise in the methodologies used to study professional communication. e. develop analytical reasoning, critical thinking, and problem-solving skills: <ul style="list-style-type: none"> · analytical reasoning: to think in a logical manner, supporting ideas with well-reasoned arguments and evidence; · critical thinking: to evaluate information and evidence critically; able to recognize flaws or inconsistency in an argument; · problem solving: to understand problems, explore plausible answers, and select appropriate decisions and solutions.
Subject Synopsis/ Indicative Syllabus	<ol style="list-style-type: none"> 1. The nature of professional communication 2. The theories of professional communication 3. The methodologies used to study professional communication 4. The conditions and consequences of professional communication 5. Research topics and resources for applied research 6. Theory and practice interface

<p>Teaching/Learning Methodology</p>	<p>Much of the theoretical discussion in class will be based on real-life examples and case studies drawn from intercultural encounters. Attempts will be made to draw on students' work and life experiences.</p> <p>Group discussions and activities will ensure opportunities to think critically, reflect on key concepts and apply theories to authentic data. Interactive lectures will be used primarily to deliver key concepts and theories.</p>																																														
<p>Assessment Methods in Alignment with Intended Learning Outcomes</p>	<table border="1" data-bbox="552 568 1334 1240"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="5">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> <th>e</th> </tr> </thead> <tbody> <tr> <td>Literature review paper</td> <td>30%</td> <td>√</td> <td></td> <td></td> <td></td> <td>√</td> </tr> <tr> <td>Student-led seminar on research projects</td> <td>30%</td> <td>√</td> <td>√</td> <td>√</td> <td>√</td> <td>√</td> </tr> <tr> <td>Written report on research project</td> <td>40%</td> <td>√</td> <td>√</td> <td>√</td> <td>√</td> <td>√</td> </tr> <tr> <td>Total</td> <td>100 %</td> <td colspan="5"></td> </tr> </tbody> </table> <p>The assessment methods are designed to give students opportunities to achieve their learning outcomes in a number of ways.</p> <p>The literature review will allow students to critical discuss important professional communication issues.</p> <p>Student-led seminars help students verbalize, and thus remember, cutting-edge issues in communication studies.</p> <p>The written report will bring all of these learning experiences into a small-scale study on a real-life topic in professional communication.</p>							Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)					a	b	c	d	e	Literature review paper	30%	√				√	Student-led seminar on research projects	30%	√	√	√	√	√	Written report on research project	40%	√	√	√	√	√	Total	100 %					
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<p>Student Study Effort Expected</p>	<p>Class contact:</p>																																														
	<ul style="list-style-type: none"> Seminars 					<p>39 Hrs.</p>																																									
	<p>Other student study effort:</p>																																														
	<ul style="list-style-type: none"> Reading, discussion and writing 					<p>84 Hrs.</p>																																									
	<p>Total student study effort</p>					<p>123 Hrs.</p>																																									

**Reading List and
References**

- Bargiela-Chiappini, F., Nickerson, C., & Planken, B. (2007) *Business discourse* (electronic resource). Basingstoke [England]; New York: Palgrave Macmillan.
- Bhatia, V. (2004) *Worlds of written discourse*. London: Continuum.
- Cheney, C. & Ashcraft, K.L. (2007) Considering “the professional” in communication studies: Implications for theory and research within and beyond the boundaries of organizational communication. *Communication Theory*, 17(2): 146-175.
- Cheng, W. & Kong, K. C.C. (eds.) (2009). *Professional communication: collaboration between academics and practitioners*. Hong Kong: Hong Kong University Press.
- Dent, M. & Whitehead, S. (eds) (2002) *Managing professional identities: Knowledge, performativity and the “new” professional*. London: Routledge.
- Egan, G. 1994. *Working the Shadow Side: A Guide to Positive Behind-the-Scenes Management*. Jossey-Bass.
- Gotti, M. & Giannone D. (eds) (2006) *New trends in specialized discourse analysis*. Bern. Peter Lang Verlag.
- May, S. (ed) (2006) *Case studies in organizational communication: ethical perspectives and practices*. Thousand Oaks, CA: Sage.
- May, S. & Mumby, K. (eds) 2005) *Engaging organizational communication theory & research: multiple perspectives*. Thousand Oaks, CA: Sage.
- Miller, K. (2012) *Organisational communication: approaches and processes*. 6th edition. Boston, Mass.: Wadsworth/Cengage learning.
- Sarangi, S. & Candlin, C.N. (in press) Professional and organizational practice: A discourse/communication perspective. In C.N. Candlin & S. Sarangi (eds), *Handbook of professional & organisational communication*. Berlin. Mouton.