



5200 – Communication Department
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The following information pertains to sections of SPCH 110 (Oral Communication in the Workplace) that are taught as a hybrid. SPCH 110 is a course that focuses on workplace communication from the aspect of one-on-one conversations, group work and presentations, informative and persuasive solo presentations, and interviewing.

Welcome to Hybrid Learning in the Speech Program at Lansing Community College!

This may be your first hybrid learning experience, or you may have completed several hybrid classes at LCC or at other colleges and universities. In order to ensure your success in this class, the Speech Program has compiled a list of questions most often asked at the beginning of a class. Keep in mind that not all hybrid classes are alike, so whether this is your 1st hybrid class or your 101st, take a moment and look over these questions and answers so you know what's expected of you and what you can expect from your instructor.

Question. So, what exactly is a "hybrid" class?

Answer. A "hybrid" class means that you will meet for some of your course time in a live classroom and the rest of your course time will be spent in your online classroom.

Q. How much time will I have to spend online?

A. Basically, a traditional three-credit hour course requires that you be in a classroom with contact with your instructor for three hours a week for sixteen weeks (in addition to your reading and time needed to complete major assignments). That means that in a three-credit hour hybrid course, your instructor will create participation in some sort of online learning experience (discussion boards, exercises/activities, individual and group assignments, quizzes, etc.) as well as learning experiences in the live classroom each week. If your class meets every week for 1 ½ hours, then you will spend another 1 ½ hours online that same week (in addition to the textbook reading and major assignments due in the class).

Q. Do I have to participate in both in-class and online work to pass the course? What is considered participation?

A. Yes, you do have to participate both in class and online to pass the course. If you don't participate in the online portion of the course you will be missing course material. Remember that your instructor can't cover everything during that abbreviated class meeting each week, so important course material is covered in the online discussions, exercises, and other activities each week. If you don't participate, you won't understand the material. As well, non-participation is just like not coming to a traditional live class. It means you would be absent and would be eventually withdrawn from the course.

Q. How much computer experience do I need?

A. You will need to know how to navigate throughout the course site so you can find assignments, drop boxes for submitting work, group pages, and chat rooms. You will need a current e-mail address and will need to check your e-mail regularly through Angel (the college's course management system). You will also need to know how to save a file as a rich text format (.rtf). Tutorial sessions are offered by the college for those who are using Angel for the first time at the beginning of each semester. We would advise everyone to take one of these sessions to learn more about Angel.

Q. Can I do my work for the online portion whenever I want to?

A. Yes and No. The online portion is not self-paced so you will have deadlines on a week-to-week basis. As well, throughout the semester, you will have specific due dates for each of the assignments involved in the course. Your instructor will provide much more information to you in regards to this.

Q. How will I know what's done online versus what's done in live class?

A. Your instructor will provide you with a course calendar and syllabus outlining what will be completed in class and what will be completed online along with due dates for all assignments.

Q. Are hybrid classes easier than traditional face-to-face classes?

A. It really depends on the type of learner you are. Hybrid classes may be more convenient for you because of your schedule, but you will be required to complete the same Communication Department projects expected of a student in a face-to-face class.

Q. How do I know if hybrid classes are right for me?

A. Hybrid classes are for students who are able to work independently, manage time well, take responsibility for their performance, are comfortable with computers, and are proactive problem solvers. If you are a little unsure if hybrid classes are right for you, go to <http://www.lansing.cc.mi.us/online/> and take the self-assessment. This will give you a better idea if hybrid learning is for you.