

# Fundamentals of Organizational Communication

Prepared by Dr. Sarah Chahine

**Intro Lecture**



The background features a collage of educational and professional icons overlaid on a blurred image of hands typing on a laptop. The icons include a graduation cap, a target with an arrow, a play button, an open book, a magnifying glass, a group of people, and a person at a desk. The icons are semi-transparent and arranged in a layered fashion.

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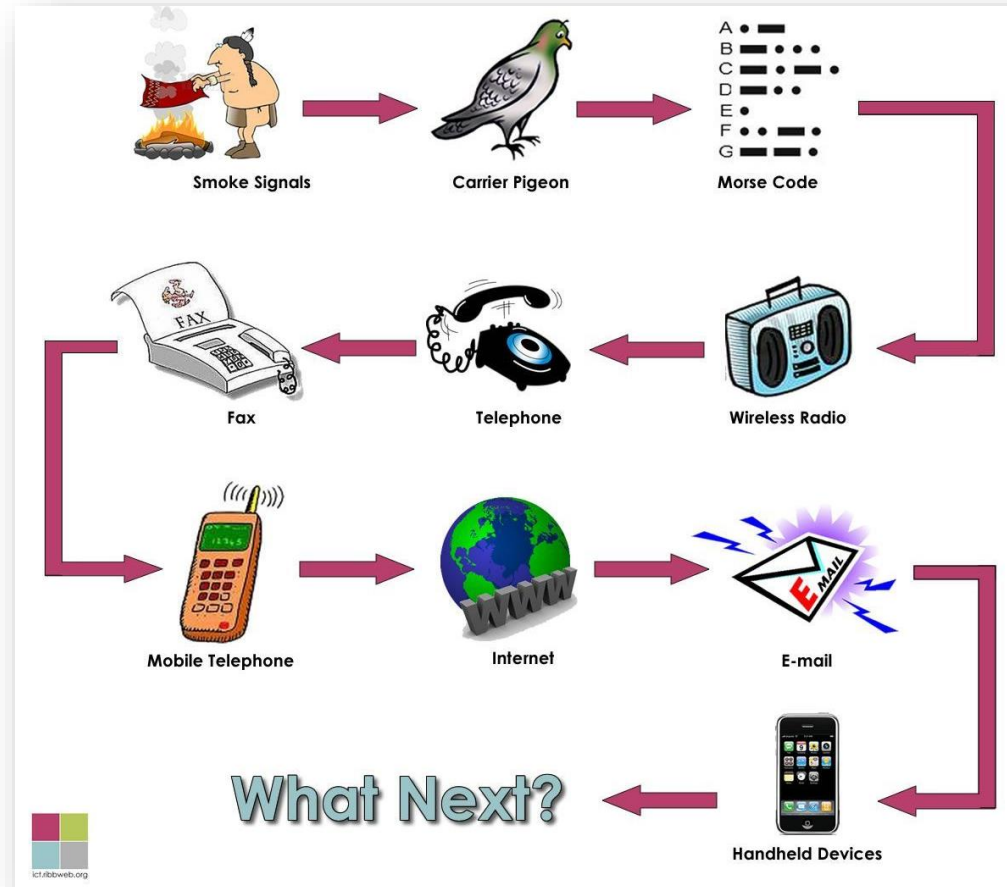
Chapter  
**01**

# How Did Early Humans Communicate?



Chapter  
**02**

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Chapter  
**02**

# Fundamentals of Organizational Communication

## Course Plan :

|             |                                                                                                     |
|-------------|-----------------------------------------------------------------------------------------------------|
| <b>CH1</b>  | ➤ Organizational Communication: A Competency-Based Approach                                         |
| <b>CH2</b>  | ➤ Perspectives for Organizational Communication                                                     |
| <b>CH3</b>  | ➤ Communication Implications of Major Organizational Theories                                       |
| <b>CH4</b>  | ➤ Organizational Communication: Values and Ethical Communication Behaviors                          |
| <b>CH5</b>  | ➤ Individuals in Organizations                                                                      |
| <b>CH6</b>  | ➤ Groups in Organizations                                                                           |
| <b>CH7</b>  | ➤ Leadership and Management Communication                                                           |
| <b>CH8</b>  | ➤ Participating in Organizations: Developing Critical Organizational Communication Competencies     |
| <b>CH9</b>  | ➤ Organizational Conflict: Communicating for Effectiveness                                          |
| <b>CH10</b> | ➤ Organizational Innovation, Change and Communication                                               |
| <b>CH11</b> | ➤ Strategic Organizational Communication: Professional Applications of Organizational Communication |
| <b>CH12</b> | ➤ Career Options for Organizational Communication                                                   |

# Organizational Communication: A Competency-Based Approach

- The Challenging Nature of Organizations and Work
- Challenges for Individuals and Organizations
- The Communications Era
- Communication: the Key to Organizational Excellence

## Perspectives for Organizational Communication

- Describing the Functional tradition to organizational communication
- Describing the Meaning-Centered approach to organizational communication
- Describing Emerging Perspectives for organizational communication
- Distinguishing among the Functional tradition, the Meaning-Centered approach, and Emerging Perspectives

## Organizational Communication: Values and Ethical Communication Behaviors

- Describing individual and organizational values
- Defining ethical communication
- Identifying criteria for the evaluation of ethical communication behaviors

## Individuals in Organizations

- Describing diversity in the workforce
- Describing intrapersonal and interpersonal experiences of individuals in organizations

## Groups in Organizations

- Identifying types of groups in organizations
- Describing working in groups
- Describing group processes
- Describing group communication roles
- Describing the team-based organization

# Leadership and Management Communication

- Explaining leadership and leaders
- Explaining types of leaders
- The role of communication in effective leadership

## Organizational Conflict: Communicating for Effectiveness

- Defining and describing organizational conflict
- Identifying conflict episodes
- Describing contexts for conflict
- Describing causes for conflict

## Developing Critical Organizational Communication Competencies

- Distinguishing between decision making and problem solving
- Describing problem-solving processes
- Describing types of organizational interviews

## Organizational Change and Communication

- Defining organizational development and change
- Identifying processes and models for development and change
- Identifying approaches for planned development and change

## Professional Applications of Organizational Communication

- Describing strategic organizational communication
- Describing strategic management
- Defining the role of the professional communicator in strategic organizational communication
- Describing the organizational environment with multiple publics and stakeholders

## Career Options for Organizational Communication

- Describing influences for career decisions
- Identifying career option areas and educational preparation for organizational communication
- Describing twenty-first-century careers



# Thank You