

JRYM 415: PROFESSIONAL COMMUNICATION IN THE FIELD (ILT)

Foothill College Course Outline of Record

Heading	Value
Effective Term:	Fall 2026
Units:	0
Hours:	1 lecture per quarter (1 total per quarter)
Prerequisite:	This course is limited to students employed with Cupertino Electric.
Degree & Credit Status:	Non-Degree-Applicable Non-Credit Course
Foothill GE:	Non-GE
Transferable:	None
Grade Type:	Non-Credit Course (Receives no Grade)
Repeatability:	Unlimited Repeatability

Student Learning Outcomes

- Identify common methods of workplace communication
- Recognize barriers to effective communication
- Apply strategies to improve communication effectiveness

Description

This course explores various communication styles and provides strategies to enhance communication on projects. Emphasis is placed on improving verbal, written, and non-verbal communication to support effective collaboration and project success.

Course Objectives

The student will be able to:

1. Identify different types of communication.
2. Identify barriers that get in the way of effective communication.
3. Describe ways to improve communication.

Course Content

1. Typical ways of communication.
2. Interactive communication process.
3. Barriers to effective communication.
4. Strategies for improvement.

Lab Content

Not applicable.

Special Facilities and/or Equipment

1. When taught in-person, clean classroom with monitor and printed material for students to take as reference materials.
2. When taught online, this course requires access to CEI's Learning Management System (Amplify), ongoing access to a computer with the

necessary software and hardware to view video content, and a reliable intranet connection.

Method(s) of Evaluation

Methods of Evaluation may include but are not limited to the following:

Results of class participation

Method(s) of Instruction

Methods of Instruction may include but are not limited to the following:

Lectures

Videos

Representative Text(s) and Other Materials

Course materials provided by Cupertino Electric.

Types and/or Examples of Required Reading, Writing, and Outside of Class Assignments

No assignments.

Discipline(s)

Electricity or Telecommunication Technology