

MGMT110 Interpersonal Business Communication			Time (minutes)
Overview: Module 1: Introduction to Interpersonal Business Communication			
Bridge-in/Pre-assessment: Survey Questionnaires			
Learning Objectives LO1. Identify the characteristics of interpersonal mush LO2. Describe the mechanisms that drive the psychological foundations of interpersonal mush LO3. Examine best practice approaches for reflective journaling LO4. Identify the components of norms of behaviour in a team setting LO5. Apply engagement techniques to guide norms of behaviour in a team setting LO6. Discuss the components of a Prioritized Action Plan for improving interpersonal business communication			
Participatory Learning:			
<i>Instructor Activities</i>	<i>Learner Activities</i>	<i>Resources</i>	
Discuss engagement techniques with students and list guiding questions.	Listen and observe. Go to breakout zoom room and Practice engaging with each other using the guiding questions	<i>PPT slide</i> <i>Articles</i> <i>Videos</i>	30
Introductions - objectives for course, Instructor background, student introductions	Introduce yourselves - who you are, what you do, something about you personally - small groups and introduce peers...	Zoom breakouts - random groups of 2-3	45
Psychological Foundations of Clear Leadership (LO1, LO2, LO3, LO4)	Discussion of how these concepts (experience and truth clarifications) land on people	Zoom	15
Johari Window describe the model (LO4, LO5)	Discussion of relevance of Johari to engaging with others	Zoom	20
Journaling ideas: what/so what/now-what, hard/soft, schedule, tips from the group (LO3)	Discussion of past experience	Zoom	20
Introduce Assignment 1 (LO1, LO6)	Review of assignment needs, Q&A	Assignment 1 Instruction.docx	30

Develop a team agreement (LO4 and LO5)	Breakout rooms - stop halfway and ask them to reflect on how they are doing so far, then finish	Zoom breakouts - into assigned teams	60
Post-Assessment:	Quiz		20
Summary	Summarize Module 1 and Introduce Module 2		