Approved Experiential Essay Topics
Communication Arts

Essay topics should be selected based off of personal or professional experience and the needs of the student program. Students should contact an academic advisor to determine program needs.

Possible Course Duplication - This identifies possible course duplication between the essay topic and other coursework. The essay descriptions listed below could duplicate the courses indicated and/or any other coursework required or completed. Please contact your AC or plac@phoenix.edu to verify there is no duplication with your chosen topic before writing an essay.

Possible Supporting Documentation - This section identifies possible or recommended supporting documentation for the chosen topic. This is to assist students in choosing appropriate documentation. It is not all inclusive. If you are unable to provide the possible supporting documentation identified please contact PLA customer service to discuss other options for appropriate documentation.

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Lower Division Topics

Course Title	Credit Award	General Education
American Sign Language	**3 LD**	**Communication Arts**

Course Description
Discuss the fundamentals of American Sign Language including vocabulary, conversation, and grammar. Demonstrate an understanding of culture and linguistics as it relates to American Sign Language. The following subtopics are to be addressed:

Subtopic 1:	Compare and contrast American Sign Language and English.
Subtopic 2:	Discuss grammatical elements unique to American Sign Language.
Subtopic 3:	Discuss unique elements of conversation and linguistics in American Sign Language.
Subtopic 4:	Discuss the use of vocabulary, syntax, finger spelling, and grammatical non-manual signs in American Sign Language.
Subtopic 5:	Examine the culture of the Deaf Community.
Subtopic 6:	Examine the role American Sign Language plays within the culture of the Deaf Community. IB.9.507 -2.253 2.8

Communication Arts

Course Title	Credit Award	General Education
Copy Editing	**3 LD**	**Communication Arts**

Course Description
Describe the process of editing copy for professional or journalistic situations. Explain the importance of proper grammar, usage, clarity, and consistency. The following subtopics are to be addressed:

Subtopic 1:	Discuss the importance of editing and the role of the editor.
Subtopic 2:	Describe the process of reviewing copy for errors.
Subtopic 3:	Discuss the importance of correct English usage.
Subtopic 4:	Explain how to review copy to improve clarity.
Subtopic 5:	Explain the process of helping to remedy inconsistencies and redundancies.
Subtopic 6:	Describe the process of editing copy to meet accepted standards.

Possible Course Duplication
This course may duplicate courses of similar content.

Possible Supporting Documentation
Professional letter, certificate of completion from course of similar content, or proof of editing published work as accessed on a website with URL

Course Title	Credit Award	General Education
Interviewing	**3 LD**	**Communication Arts**

Course Description
Discuss the techniques and skills needed to be an effective interviewer. Emphasis should be placed on the interpersonal communication skills necessary to conduct effective interviews. The following subtopics are to be addressed:

Subtopic 1:	Discuss the process of preparing for an effective interview including preparing questions, the scheduling process, and how to evaluate applicants.
Subtopic 2:	Describe the steps needed to follow compliance and ethical consideration during the interview process.
Subtopic 3:	Discuss communication skills and strategies that can help encourage the interviewee to talk.
Subtopic 4:	Identify how verbal and nonverbal communication can impact the interviewee and communication techniques that can be used to make the interviewee feel more comfortable.
Subtopic 5:	Examine the importance of rapport in the interview process and techniques to increase rapport.
Subtopic 6:	Examine the role of listening skills in the interview process and techniques to improve listening skills.

Possible Course Duplication
This course may duplicate courses of similar content.

Possible Supporting Documentation
Professional letter or certificate of completion from course of similar content

Course Title	Credit Award	General Education
Poetry	**3 LD Credit Award**	

Course Title	Credit Award	General Education
Technical Writing	**3 LD**	

Course Title	Credit Award	General Education
Communicating in the Virtual Workplace	**3 UD**	**Communication Arts**

Course Description
Explain the use of technology-mediated communication in the modern workplace. Assess and evaluate at least three types of media that are used such as, but not limited to, email, Instant Messenger, VOIP, Intranet, Internet, etc. The following subtopics are to be addressed:

Subtopic 1:	Explain the role of communication in the virtual workplace.
Subtopic 2:	Explain how technology-mediated communication is vital to the virtual workplace.
Subtopic 3:	Assess at least three types of media used in the modern workplace that enhance communication.
Subtopic 4:	Evaluate the role media plays in communication in the modern workplace.
Subtopic 5:	Assess the use of technology in communication and its role in customer satisfaction.
Subtopic 6:	Critique the role of technology in modern workplace communication and how it has enhanced or detracted from the communication process.

Possible Course Duplication
This course duplicates COMM/470. This course may duplicate courses of similar content.

Possible Supporting Documentation
Professional letter or certificate of completion from course of similar content

Course Title	Credit Award	General Education
Communication in Management or Leadership	**3 UD**	**Communication Arts**

Course Description
Describe the skills necessary to communicate in a management or leadership setting. Analyze communication needs and contexts and how communication styles impact a contemporary workforce. The following subtopics are to be addressed:

Subtopic 1:	Describe the various networks of communication, both formal and informal, in the workplace.
Subtopic 2:	Analyze the various media used for communication in the workplace and the role the selected media play in effective communication. (At least three media must be addressed.)
Subtopic 3:	Describe potential issues that can arise from verbal and nonverbal communication.
Subtopic 4:	Discuss strategies to avoid inappropriate communication among employees.
Subtopic 5:	Explain the role of the manager or leader as communication coach and conflict mediator.
Subtopic 6:	Discuss different communication styles and how the manager or leader must adjust his or her style to promote effective communication with employees.

Possible Course Duplication
This course duplicates COM/410 and COMM/400. This course may duplicate courses of similar content.

Possible Supporting Documentation
Professional letter or certificate of completion from course of similar content

Course Title	Credit Award	General Education
Diversity Issues in Communication	**3 UD**	**Communication Arts**

Course Description		
Assess the barriers to effective communication associated with racial, gender, cultural, and socioeconomic diversity in the workplace and community. Emphasis should be placed on why and how diversity issues influence effective communication and techniques for improving communication skills in response to these issues. The following subtopics are to be addressed:		

Subtopic 1:	Discuss the different visible and hidden dimensions of diversity.
Subtopic 2:	Identify how the visible and hidden dimensions impact communication in the workplace and community.
Subtopic 3:	Evaluate barriers to communication associated with diversity in the workplace or community.
Subtopic 4:	Explain the importance of strong interpersonal communication skills in a diverse business or social environment.
Subtopic 5:	Assess the techniques and skills needed to have effective written communication in a diverse workplace or community.
Subtopic 6:	Examine the role of verbal and nonverbal communication and its impact in a diverse workplace or community.

Possible Course Duplication		
This course duplicates COMM/315. This course may duplicate courses of similar content.		

Possible Supporting Documentation		
Professional letter, 2 or more personal letters, or certificate of completion from course of similar content		

Course Title	Credit Award	General Education
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Course Title	Credit Award	General Education
Mass Media and Communication	**3 UD**	**Communication Arts**

Course Description		

Course Title		Credit Award	General Education
Proposal Writing		**3 UD**	**Communication Arts**

Course Description	
Examine proposal writing and its role within business communication. Emphasis should be placed on the	