

Theoretical and practical courses

Ilam University of Medical Sciences

- \* Introduction of the course: How to communicate with industry
- \* Second semester of 2020-2021
- \* School: Health
- \* Department: Occupational Health Engineering
- \* Course name and number: How to communicate with industry
- \* Field and degree: Bachelor of Occupational Health Engineering and Occupational Safety
- \* Day and time:
- \* Venue: School of Health
- \* Name of the person in charge of the course (course instructor): Dr. Hojjatullah Kakai
- \* Prerequisite courses: None
- \* Office address: School of Health - Department of Occupational Health

Email address: [hojatkakaiei@gmail.com](mailto:hojatkakaiei@gmail.com)

**Overall Objective of the course:** Familiarity of students with communication skills with industry (employers, supervisors and workers)

\* **Specific or partial objectives of the lesson:** The specific objective is better to be written in a behavioral way.

1. Familiarity with the main communication skills (verbal, auditory and written) and strategies to strengthen and develop it
2. Familiarity with the general principles of how to communicate with different management and production departments in the workplace
3. Acquire effective communication skills with employers and managers
4. Familiarity with effective communication skills with workers and how to cooperate and interact with them
5. Familiarity with how to teach self-care skills to workers
6. Familiarity with the method of communication inside and outside the organization

• **Student duties** (student assignments during the semester) Student participation in theoretical class activities, problem solving and assignments, regular attendance in theory classes

- **Main sources** (observing the principles of source writing and giving an address for their preparation, including library, bookstore, internet ...)

1- Interpersonal communication skills

2- How to communicate with others

3- Collaboration level analysis models

4- Internet resources

**Teaching methods and teaching aids used:**

Teaching methods include, lecture, feedback lecture, question and answer, conference, group discussion, project, other methods.... (Whiteboard and video projector)

- Methods and time of assessment and evaluation of the student and the bar related to each evaluation:

Method	Score	Date	Time
Class activity and report writing by the student and exam	16	every session	
Regular student attendance at theoretical and practical sessions	4		

**Lesson rules and expectations from students**

1- Regular attendance in class and active participation in discussions

2- Performing homework and projects regularly

**Schedule presentation of the program How to communicate with the industry in the second semester2020-2021**

Session	Topic	Lecturer	Necessary preparation of students before the start of the class
1	Present lesson plan, state lesson objectives Lesson title and introduction to topics and introduction of books and resources	Dr. Hojjatullah Kakai	-----
2	Familiarity with the main communication skills (verbal, auditory and written) and strategies to strengthen and develop it		Study the topics of the previous sessions

			Study the topics of the previous sessions
3	Familiarity with the general principles of how to communicate with different management and production departments in the workplace		Study the topics of the previous sessions
4	Acquire effective communication skills with employers and managers		Study the topics of the previous sessions
5	Familiarity with effective communication skills with workers and how to work and interact with them		Study the topics of the previous sessions
6	Familiarity with how to teach self-care skills to workers		Study the topics of the previous sessions ,and presented by the student
7	Familiarity with the method of communication inside and outside the organization		Study the topics of the previous sessions ,and presented by the student
8	Visit		Study the topics of the previous sessions ,and presented by the student
9	Visit		Study the topics of the previous sessions ,and presented by the student
10	Visit		Study the topics of the previous sessions ,and presented by the student
11	Visit		Study the topics of the previous sessions ,and presented by the student
12	Visit		Study the topics of the previous sessions ,and presented by the

			student
13	Visit		Study the topics of the previous sessions ,and presented by the student
14	Visit		Study the topics of the previous sessions ,and presented by the student