**NURS 3333:** Health Promotion Across the Lifespan

Spring 2016

**Instructor:** Janelle Hennes, MSN, RN

**Office Number:** Pickard Hall 616B

**College of Nursing & Health Innovation Phone: #**817-272-2776; Please do not leave voice mail messages on office phone. Office numbers will not work before 0800 or after 1700.

**Email Address:** **janhennes@uta.edu****;** Please contact through Blackboard (BB) first.

Email availability: I generally respond to Blackboard email at least once in a 24-hour period Monday-Friday, excluding weekends or holidays. While I may respond more frequently please do not view anything other than the 24-hour period as the expectation.

**Office Hours:** Monday 11:30- 12:30 pm (face-to-face)

 Others available by appointment; please email via BB to schedule

**Time and Place of Class Meetings:**

**Pickard Hall, Room # 212**

**Section 001:** Course meets weekly all semester from 1:00-3:50 pm. on Monday.

**Section 002:** Course meets weekly all semester from 8:00-10:50 am on Monday.

**Description of Course Content:** Focus on health promotion and disease prevention strategies that can reduce morbidity and mortality, promote healthy lifestyles and empower individuals and aggregates to become informed health care consumers.

Prerequisite: Acceptance into the nursing program.

**Credit Hours:** 3 credit hours per semester.

**Attendance Policy:**

#### At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, below are attendance requirements.

#### Lecture: Students should refer to the UTA Classroom Conduct Guidelines.

**Course Content:** Students are expected to attend all lectures and complete all course assignments and online learning activities on Blackboard by the due date. The student is expected to be on time and ready for class at the scheduled time. Students are responsible for missed course information.

**Student Learning Outcomes:**

* Assess learning needs and risk factors of individuals, families, and groups to provide health promotion, illness prevention, and healthy self-care practices.
* Coordinate resources in planning health promotion programs to individuals, families, and groups.
* Design health teaching plans in collaboration with others.
* Examine methods and strategies for teaching and learning.
* Examine the professional nursing role in the promotion of healthy exercise, stress management, holistic health and healthy nutrition.
* Incorporate current research findings into health teaching.
* Use cultural and age appropriate information for planning health promotion programs.

**Required Textbooks and Other Course Materials:**

**Fahey, Insel & Roth. (2015). *Fit & well: Core concepts and labs in physical fitness and wellness.***

(Connect Access Card). (11th ed). McGraw Hill.

ISBN: 9780077770372.

***Note:*** *Students must purchase the access code for the digital Fahey book. Students are unable to only purchase the hard*

*Copy print version of Fahey. This includes a print upgrade option, loose leaf color copy of the textbook available -$15.00.*

*The print book is only available after the Connect Access code has been purchased.*

**Leifer. (2013). *Growth and development across the lifespan.*** (2nd ed). Saunders.

ISBN: 9781455745456

**Req. for all Junior 1 students:**

iClicker2 ISBN 1429280476

***Note:*** *If you have an iClicker from a previous class, do not purchase a new one.*

HESI Case Studies: Complete RN Collection – ISBN 9781455727063

**Descriptions of major assignments and examinations with due dates:**

Course Schedule with dates and assignments available on Blackboard

**COURSE TOPIC OUTLINE**

1. FOUNDATIONS FOR HEALTH PROMOTION

Health Promotion, Wellness & Healthy Lifestyles

Healthy People Initiative

Prevention Levels

Future Direction for Health Promotion and Disease Prevention

1. ASSESSMENT & INTERVENTIONS FOR HEALTH PROMOTION

Holism & Self-Care Strategies

Stress Management

Health Teaching

Healthy Nutrition

 Healthy Exercise

1. APPLICATION OF HEALTH PROMOTION

Health Promotion & Care of the Family

Health Promotion & Care of Children

Health Promotion & Care of Adolescents

Health Promotion & Care of Women & Men

**UTA College of Nursing and Health Innovation Grading Criteria Course Requirements**

1. Internet Access
2. Blackboard ID & password

|  |
| --- |
| **Course Requirements and Grading** |
| Exam 1 | 20% |
| Exam 2 | 20% |
| Final Exam | 20% |
| Online Quizzes and/ or Unannounced Classroom Quizzes | 10% |
| Wellness Contract *(Initial Form= 2.5%; Progress Report Form= 2.5%)* |  5% |
| Group Health Teaching Project (one assignment submitted per project group) | 15% |
| Course Participation Activities | 10% |

**For Due Dates for Exams and details of course assignments with due dates, refer to the Course Schedule posted on Blackboard.**

**Grading Policy**:

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

If a student has a question about any graded assignment and/ or course exam grade, the student must discuss it with the instructor who graded it within 1 week of the grade being posted on Blackboard.

In undergraduate nursing courses, all grade calculations, including exams, and other assignments will be carried out to two decimal places and there will be no rounding of final grades. Letter grades for exams, quizzes, written assignments and end-of-course grades, etc. shall be:

 A = 90.00 – 100.00

 B = 80.00 – 89.99

 C = 70.00 – 79.99

 D = 60.00 – 69.99

**Note:** No extra credit projects are available to raise individual exam or final grades.

The existing rule of C or better to progress remains in effect; therefore, to successfully complete a nursing course, students shall have a course grade of 70.00 or greater.

If a student is not passing the exams with a 70% the student is responsible for making a plan of how to improve future grades and should make an appointment with the Lead Teacher, and the Student Success Coordinator to discuss how remediation will take place.

Final grades are not rounded.

* To pass the course, you must have a 70% weighted exam average on your three exams.
* This means the percentage of your grade from quizzes, online assignments, or the project grade cannot help your exam grades.

In order to successfully complete an undergraduate nursing course at UTA, the following minimum criteria must be met:

* 70% weighted average on proctored exams.
* 70% weighted average on major written assignments.
* 90% on math exam (if applicable).
* 90% on practicum skills check offs (if applicable).

**Evaluation Methods:**

**Examinations:**

1. There are three course examinations; Exam #1, #2, and the Final Exam. Blueprints for exams will be posted on Blackboard in advance of the testing. A review for upcoming exams will be held during class-time.
2. Exams may include multiple choice, matching, select all that apply, or short answer questions.
3. Examination items will cover lecture content, including lecture notes & power point slides, class handouts, assigned readings, related learning links, and other activities.
4. Students should refer to the weekly content objectives (listed in the Course Schedule and posted on BB) for each lecture to direct them with exam preparation. However, the content objectives/outlines are not an **all-inclusive** guide of examination content
5. No extra credit questions are included on examinations.
6. The Final Exam is comprehensive.
7. Any student scoring less than 70% on any exam must schedule an appointment with the lead teacher and the Student Success Coordinator for assistance in exam- taking strategies within the week. Individual appointments for exam review will be scheduled at the discretion of the Lead Teacher, with priority being given to students scoring less than 70%, as stated above.

**Exam Guidelines:**

1. Please use the restroom facilities before the exam.
2. Students must present the UTA MAV ID in order to take an exam. The only items allowed with the student during examinations are pencils, ear plugs, and a CONHI school issued calculator. Once students have signed in on the Exam Roster and received the testing instructions, they should not leave the testing room.
3. Purses, backpacks, and all class materials are to be placed in a designated area away from the student during the exam period. There is no space in the testing area for books, backpacks, or personal items to be stored during the exam. Please plan to leave these items in a car, locker, or elsewhere.
4. All cell phones, pagers, PDA’s, laptop computers, and any other electronic devices must be turned OFF (not on vibrate), and placed in a designated area away from the student during the exam period.
5. A student tester that arrives late to the testing area, if allowed in, will only have until the predetermined end time of that exam to finish.
6. Testing Attire:
	1. Students must remove outer garments with pockets; no hoodies may be worn during testing. Students should dress in layers if needed for warmth.
	2. Baseball caps, hats with brims, etc. must be removed during exams.
7. No food or drinks are allowed during testing unless approved by the Proctors. At the discretion of the Computer Testing areas, clear water bottles (without labels) may be allowed.
8. Only instructor- given materials may be on the desk during the exam (exam. access instructions, scratch paper, calculator, etc).
9. All testing materials must be returned at the end of the exam.
10. Talking is not allowed between students during testing.
11. Assigned testing room numbers will be posted on BB prior to the scheduled exam. It is the student’s responsibility to locate this information on BB.
12. Once a student finishes the exam and leaves the testing room, they are expected not to congregate and talk outside the testing room. This disrupts students still taking the examination.
13. Students are expected to keep their answer sheets covered at all times, and their eyes on their own papers. Students should keep both hands on their assigned desk while taking the examination. Placing at least one chair between each student if possible is preferred for testing.
14. If exams are given in the paper/pencil scantron format, the following rules apply.
	1. Your name (last name first, as it is stated on the class roll), your complete student ID number, and all answers must be bubbled when time is called.
	2. You may not bubble answers or information after time is called.
	3. Your exam will not be graded if your name and ID number are not filled in properly.
	4. Examination scantrons must be filled out using a pencil. Pens are not allowed to be used to complete the scantron forms.
	5. Students may write their name and answer on the exam copy as well as the answer sheet.

**Testing Environment:**

Although faculty strives to provide a quiet learning/testing environment there may be noises and distractions in any testing environment that are beyond the control of the exam proctors.  If a student feels that the testing environment is unduly noisy or distracting for any reason, it is the responsibility of the student to report this to an exam proctor as soon as possible during the exam so corrective action may be taken. While measures are taken to avoid internet connection disruptions, Web based testing includes the risk of unexpected/ uncontrolled connectivity interruptions. In the event such interruptions occur, faculty will modify exam time to assure that students have the full scheduled length of time to complete the exam.

**Examination Review Policy**:

Typically, you will be allowed to view missed exam items and/ or rationales, at the Lead Teacher’s discretion. The procedure for this may vary. You will be allowed to provide feedback regarding exam items for which you have questions or concerns, and these will be reviewed by the Lead Instructor. Students are not allowed to review previous exams, or to review all exams prior to taking the Final Exam. Examination review is a privileged opportunity for learning. Students may ask questions for the purpose of understanding material and share their perceptions. Arguing is non-professional behavior and is not tolerated.

**Exam Follow-Up:**

Grades will be posted on Blackboard no later than one week following the date of the test. No adjustments to the exam will be made after one week from original posting of grades. Please make sure you contact the Lead Teacher with questions prior to that deadline. Exam scores will not be released until the exam psychometrics have been reviewed by course faculty. Students wishing to discuss their performance on the exam may do so by individual appointment with the lead teacher. Individual test reviews will not be held. **No grades will be given out over the phone or via** **E-mail.**

**Exam Remediation**:

As adult learners, students are responsible and accountable for their own achievement, including seeking consultation with the instructor about concerns related to the course. However, if a student is facing difficulty with examination preparation, test-taking, or unhealthy coping behaviors, it is the student’s responsibility to make an appointment with the lead teacher and/or Student Success Office immediately. This will allow assistance to be arranged, if necessary. If a student achieves a 70% or below on any individual course examination, they are expected to consult the Student Success Office to arrange a testing appointment within one week of examination grade notification.

**Exam Integrity:**

In order to maintain the integrity of the exams, instructors may choose not to allow a student to enter the testing area if any student tester has already completed the exam and left the testing area. A student tester that arrives late to the testing area, if allowed in, will only have until the pre-determined end time of that exam to finish.

Additionally all students in this course must read, sign and submit the **Class Honor Code** via Blackboard by the assigned time on the first class orientation day. This Attestation Letter/ Honor Code Form is attached as the last page to this syllabus. Terms related to Scholastic Dishonesty have been described below. Students should also refer to the UTA Academic Integrity and Plagiarism policy included in this syllabus.

SCHOLASTIC DISHONESTY (CHEATING\* AND/OR COLLUSION\*\*) ON EXAMINATIONS/QUIZZES WILL RESULT IN A N3333 COURSE FAILURE (“F” FOR COURSE). THE STUDENT(S) WILL ALSO BE REFERRED TO THE UTA OFFICE OF STUDENT CONDUCT.

**\*Cheating:** copying the work of another; allowing someone to copy your work; engaging in written, oral, or any other means of communication with another OR giving aid to or seeking aid from another WHEN NOT PERMITTED BY THE INSTRUCTOR; using material during an examination that is not authorized by the person giving the examination/quiz such as electronic or digital devices such as cell phones, camera phones, scanner pens, PDAs, or flash drives, etc.; taking or attempting to take an examination for a student; using, obtaining or attempting to obtain by any means, the whole or any part of an examination that is not provided for your use by your instructor; any act designed to give unfair advantage to a student of the attempt to commit such an act.

**\*\*Collusion**: Unauthorized collaboration with another in preparing work that is offered for credit.

**Make-up Exam Policy**:

1. All students are expected to take exams at the scheduled date/ time.
2. If a student is unable to write the exam at the scheduled date/ time, the student must contact the Lead Teacher **PRIOR** to the exam date/ time in order for the test to be made up. The best method of notification is to email the Lead Teacher via Blackboard in advance to notify of the absence. The student should not assume that just because the email was sent it was received by the Lead Teacher prior to the exam. Therefore, follow-up is critical.
3. The student must furnish written verification to the Lead Teacher to support the absence (physician’s excuse detailing the date for return to school, obituary of loved one, court summons, etc). This documentation must be supplied in person, or with Lead Teacher approval sent via Blackboard email within 24 hours of the missed exam, unless the Lead Teacher approves an extension.
4. When the lead instructor has determined that an absence is excused, a make-up exam will be given within one week, at the Lead Teacher’s discretion, or the student will receive a zero (0).
5. Make-up exams will be given in an alternate format, including short answer, multiple choice, select all that apply, and/ or fill in the blank questions.
6. The student must be accountable to follow-up with the Lead Teacher to schedule make- up testing within one week.
7. If students miss more than one exam, a Performance Improvement Plan will be implemented.

**Unexcused Exam Absence:**

Failure to take a scheduled examination at the assigned time without prior coordination with the lead teacher may result in a zero (F) for this specific test grade. Examinations will not be rescheduled for the convenience of vacation, travel or work schedules. Students who miss an exam for these reasons would receive an un-excused absence. Exams missed for un-excused absences must be made up within one week of the original exam date, and will result in a 10 point deduction. If the exam is not made up within the designated time frame, a grade of “0” will be recorded.

**Online and/or Unannounced Quiz Guidelines:**

Quizzes for this course may be given both as online posted on Blackboard and unannounced within the scheduled classroom setting.

All quizzes may be multiple choice, fill in the blank, or short answer. These are considered closed book quizzes. We trust you will uphold the moral and ethical standards of your future profession while taking quizzes. It is expected you will NOT use notes, books, or study templates to take your quiz at any time.

Missed quizzes are counted as 0%. Therefore, if a quiz is missed, a zero will be recorded for the student. Missed quizzes will not be made up. There are no exceptions to this policy. The lowest quiz grade for each individual student (online and/or unannounced classroom) MAY be dropped at the end of the course session. Your course faculty will announce this during the course orientation session held on the first day of class.

Quizzes will include information from the assigned readings, assignments and lecture/online learning activities posted on BB. Online and Unannounced classroom quizzes are not included in the minimal weighted exam grade average of 70%.

**Quiz Integrity:**

As future nurses, you are guided by a set of practice expectations, even as a student. A very important part of these expectations is appropriate moral and ethical behavior. Therefore, it is expected that you will work alone and without notes to take each of the online quizzes. You are ***expected to maintain test security*** by not discussing the questions with your peers or attempting to copy the quizzes in any way. If you discuss quiz questions or content of quizzes

with these students, this is a violation of test security, and will result in being reported for academic dishonesty. WE TAKE examination SECURITY very seriously at the College of Nursing. Violations in exam security are considered not just academic violations, but ethical violations, which is unacceptable behavior for future nursing professionals. Please refer to the UTA Academic Integrity policy.

**Online Quizzes:**

1. Online quizzes will be given only during a specified time period listed on the Course Schedule. This is different from the unannounced classroom quizzes.
2. Review the online quiz instructions and take the Practice Quiz prior to attempting the first assigned quiz. The Practice Quiz (posted on BB) is not graded.
3. Since the quiz is timed, you will be unable to return to any skipped items and the instructor will be unable to restart the quiz for you. Remember to save your answers. The quiz will not be available online after the deadline and students not completing the quiz at that time will receive a “0”.
4. Your computer connection must be reliable for the scheduled online quizzes. If you know that you are cut off of the Internet every time you use it, do not rely on your home computer to take the test. There are many options for you to use a reliable computer with a reliable Internet connection, including the public library, the UTA library, and Internet cafes. Since missed quizzes are not made up, please make sure you have a reliable connection before you begin.
5. Each student will have different questions than other students, as the questions are scrambled. No two students will receive the same question in the same order.
6. During a quiz you will be unable to save or print the questions; this is for test security purposes.

**Unannounced Classroom Quizzes:**

1. Classroom quizzes may be given at any time during the scheduled class session. This includes the beginning, middle or end of class period.
2. If a student misses class, whether for an excused OR unexcused reason, the quiz for that day may not be made up and the missed quiz grade is recorded as zero.
3. If a student arrives late to class or after the quiz or activity has started, no extra time will be allowed. This includes students returning from a class break or leaving the class early before the session has ended. The student may take the classroom quiz until time is called.

**Course Assignments**

Course assignments will include a Wellness Contract (initial and final progress form), group health teaching project, and course participation activities. Course participation activities may include discussion board postings on BB, Review Questions, Case Studies, classroom activities, and/ or other independent learning activities. Students are expected to attend class and actively participate. If a student misses class, whether for an excused or unexcused absence, ANY class quiz or activity for that day may not be made up, and the graded recorded as zero (0). If a student arrives late to class or after the quiz or activity has started, no extra time will be allowed; the student may take the quiz or complete the activity until time is called.

**Late Assignments:**

**Required assignments must be submitted on time.**   Course assignment(s) may be submitted early, not later than the scheduled due date/time.

If an assignment is late and the student notifies the Lead Teacher prior to the assignment deadline, an extension of the due date may be considered for the following assignments. If an extension is granted by the Lead Teacher, 10% of the assignment grade, per day will be deducted. After 3 days past the assignment deadline, including weekends and holidays, no assignments will be accepted. Eg. If Lead Teacher grants an extension for an assignment due on Feb. 10; no late assignments would be accepted after 23:55 pm on Feb. 13.

1. Discussion Board Posting(s) on BB (Online Participation Grade)
2. Case Studies posted on BB (Online Participation Grade)
3. Wellness Contract

**Note:** Situations that commonly constitute an excused absence for an assignment are similar to those for an excused exam absence. These include health care provider documentation of a student’s personal illness detailing the date to return to school, illness of child/children, critical illness or death of a close family member, jury duty that cannot be rescheduled, other court or legal circumstances, as well as military commitments. Documentation is required along with notification of the Lead Teacher prior to the assignment deadline.

**Performance Improvement Plan**

1. A **Performance Improvement Plan** is a document that details an area of difficulty experienced by a student, including, but not limited to: arriving late or repeatedly missing class and/or class activities, repeatedly missing exams, failing to submit written work or late submissions, and ineffective written or verbal communication, as documented by the Lead Teacher.

2. If a student experiences difficulty, a Performance Improvement Plan will be implemented, setting forth the behavior(s) of the student, and the required actions needed to evidence that behaviors have subsided or improved, including the deadline for completion, and will be filed with the student’s evaluation documents. If a student successfully meets the terms of the

Performance Improvement Plan, no further action is required.

4.The Performance Improvement Plan may include additional assignments or papers to be completed and will detail the consequences of failing to complete said assignments.

5. If the Lead Teacher determines that the student has not met the terms of the **Performance Improvement Plan**, by the time specified, resulting in ability to meet course requirements, **a course failure will result.**

**Electronic Submission of Course Assignments**All course assignments are submitted electronically via the Blackboard Assignments Section. Assignments should NOT be emailed to the Course Instructor. For assistance with BB issues, please consult the BB Helpdesk.

**Grade Grievances:**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. <http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>

**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

**Americans with Disabilities Act:** The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Title IX:** The University of Texas at Arlington is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**Academic Integrity:** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. If any exams are administered in a non-proctored environment, I reserve the right, at any time, to require a student to take or re-take any or all exams in a proctored environment. If I deem this necessary, the student is responsible for making the proctoring arrangements, subject to my approval. This policy applies to any and all assignments required in this course.

Per UT System *Regents’ Rule* 50101, §2.2, which states *“Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.”* suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Community Standards. Being found responsible for violating Regents’ Rule 50101, §2.2 by the Office of Community standards will result in course failure. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

**Plagiarism:** Copying another student’s paper or any portion of it is plagiarism. Additionally, copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. If five or more words in sequence are taken from a source, those words must be placed in quotes and the source referenced with author’s name, date of publication, and page number of publication.  If the author’s ideas are rephrased, by transposing words or expressing the same idea using different words, the idea must be attributed to the author by proper referencing, giving the author’s name and date of publication.  If a single author’s ideas are discussed in more than one paragraph, the author must be referenced at the end of each paragraph. Authors whose words or ideas have been used in the preparation of a paper must be listed in the references cited at the end of the paper.  Students are encouraged to review the plagiarism module from the UT Arlington Central Library via <http://library.uta.edu/plagiarism/index.html>. Papers are now checked for plagiarism and stored in Blackboard.

**Student Support Services**:UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

**Electronic Communication:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Student Feedback Survey:** At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest stairwell. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**Blackboard:** Access is available to each student. The majority of course content and project materials are posted on Blackboard. Therefore, it is very important to remain in close contact with your instructor. ***Students should check Blackboard at a minimum of every 48 hours for updated course information.***

**Computer requirements to access optional online features of the class**

This course requires students have access to appropriate computer equipment and software. The computer and programs should be Windows based (XP or more current version is expected. Students will be expected to access the internet.

Students should have reliable internet access and fast connection speed, as you will be viewing some of the course content via learning modules (posted on Blackboard) and taking graded online quizzes.

**To get the most out of this class:**

1. Do all of the assigned textbook reading.
2. Participate in Blackboard and/or classroom discussions to ask questions or clarify understanding of course content.
3. Participate in online learning activities as assigned.
4. Communicate with your instructor as needed.
5. Ask the course peer mentors for help and study tips. Contact the Student Success Office for additional information.

Written assignments should exemplify professional appearance and communication, grammar, spelling, and punctuation, according to the *APA Publication Manual* (5th edition) and UTA CON guidelines found at the following link <http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook.

Classroom Conduct Guidelines and Clinical Dress Code consult the Student Handbook found at the following link <http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook. Students are expected to read the Student Handbook. This is essential knowledge for all students for the progression through the program and the course.

**Any questions concerning an exam, quiz or assignment must be addressed within 1 week of grade posting on Blackboard and/or grades distributed.**

**Teaching Methods:**

Lecture, including guest speakers

Reading & Written Assignments

Blackboard

Videos

Group Discussions and Presentations

Gaming; Role playing

Case Studies

Wellness Contract

Computer utilization for email, access to course

Discussion Board Postings

**Group Teaching Project:**

Students will participate in a health promotion teaching project. Project groups and topics will be assigned by course faculty and posted by a designated time listed on the course schedule. Group meetings will be arranged outside of class time so student groups should plan accordingly. Project group members can meet in a variety of methods, including face to face, or via Blackboard discussion groups.

**The Teaching Project assigned during this course is considered group work. Therefore, students may collectively work together in their assigned groups to submit one assignment for their group health promotion teaching topic.** Any other assignments for this course are to be completed by each student alone, unless specifically designated by faculty. Cheating or collusion on these assignments will result in a N3333 Clinical failure (“F” for the course). You will also be referred to the UTA Office of Student Conduct.

**Project Group Accountability:**

It is expected all group members will participate equally in this project. An individual grade will be assigned to the student groups, however, individual grades may differ based on the participation and contribution of each member.

Group process is a major part of the assigned teaching project. Problems and concerns need to be addressed within the group and with the faculty in a timely manner. Waiting to notify the Lead Teacher of a group process issue until a few days before the assignment is due is not appropriate. Early communication between student group members and Lead Teacher can assist with identification and resolution of group process issues. A Peer Evaluation may be used to document individual group members’ contributions to the overall graded project assignment.

**LIBRARY INFORMATION: Peace Ossom Williamson, MLS, MS, AHIP**

Nursing Liaison Librarian, Central Library Office 216

<http://www.uta.edu/library> | peace@uta.edu

Research information on nursing:

<http://libguides.uta.edu/nursing>

**Undergraduate**

**Support staff: Holly Woods, *Administrative Assistant I, Pre-nursing & Senior II***

643 Pickard Hall, (817) 272-7295

 Email: hwoods@uta.edu

 **Suzanne Kyle*, Administrative Assistant I, Junior I through Senior I***

 645 Pickard Hall, (817) 272-0367

 Email: skyle@uta.edu

**COLLEGE OF NURSING INFORMATION:**

**STUDENT CODE OF ETHICS:**

The University of Texas at Arlington College of Nursing supports the Student Code of Ethics Policy. Students are responsible for knowing and complying with the Code. The Code can be found in the Student Handbook.

**CODE OF PROFESSIONAL CONDUCT**

Nursing students in the UTA CON are considered to be part of the nursing profession.  As members of the profession, students are expected to commit to and maintain high ethical standards.

Students are responsible and accountable for their own academic and professional behaviors and the resulting consequences.

Students will demonstrate self-discipline throughout all aspects of their nursing education, including meeting academic responsibilities and exhibiting professional conduct in the classroom and in the community, as outlined in the Texas Nurse Practice Act and Texas State Board of Nursing Policies.

It is each student’s responsibility to promote scholastic honesty and professional ethics by actively participating with faculty in maintaining a quality academic environment.  Students are expected to guard public safety by immediately reporting to faculty, any incident they observe or are aware of which would allow incompetent, unethical, or illegal practice by another individual. Having knowledge of and failing to report such behaviors constitutes a breach of both academic and professional responsibilities.

Refer to the Student Handbook for more information.

**APA FORMAT:**

*APA* style manual will be used by the UTACON with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found in the Student Handbook which can be found by going to the following link and clicking on BSN Student Handbook: <http://www.uta.edu/nursing/bsn-program/>

**CLASSROOM CONDUCT GUIDELINES:**

The Faculty of the BSN Program believes that classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. Refer to the Student Handbook for more information.

**Honors College Credit:**

Students who are members of the Honors College may wish to take this course for Honors credit. If you wish to do so, please provide the Lead Teacher (or other designated faculty member) with an Honors Credit Contract (downloaded from http://honors.uta.edu/documents/credit.pdf). You and the Lead Teacher/faculty member will together determine an appropriate supplemental assignment to justify the awarding of Honors credit. If you are not in the Honors College and would like to learn more about the benefits of membership, visit the website at http://honors.uta.edu/, where you will find an application form for electronic submission.

**OBSERVANCE OF RELIGIOUS HOLY DAYS:**

Undergraduate Nursing faculty and students shall follow the University policy regarding Observance of Religious Holy Days: (<http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#6>

**No Gift Policy:**

In accordance with Regents Rules and Regulations and the UTA Standards of Conduct, the College of Nursing has a “no gift” policy. A donation to the UTA College of Nursing Scholarship Fund would be an appropriate way to recognize a faculty member’s contribution to your learning. For information regarding the Scholarship Fund, please contact the Dean’s office.

***The Student Handbook can be found by going to the following link:*** <http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook located in the lower left-hand corner.

**Emergency Phone Numbers**: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911.

See document on next page please.

**N3333**

**Health Promotion across the Lifespan**

***All students are required to read, sign and submit via Blackboard the UTA College of Nursing Attestation Letter/ Honor Code for N3333 Health Promotion across the Lifespan.*** *This form must be submitted on Blackboard by 23:55 pm on the first class orientation day. Please refer to the Course Schedule for this specific date. Forms should NOT be emailed to the Lead Teacher.*

**Related to Activities on Blackboard**

1. I will not divulge my user ID or password to anyone
2. I and only I will post answers to course assignments using my user ID and password.
3. I and only I will take the online quizzes/exams\*\* using my user ID and password
4. I understand that the on-line quizzes/exams are closed book and I will not refer to my textbooks or references (this includes books, notes, study sheets, PDA’s internet search, individual or group interaction), while taking the quizzes/exams.
5. I will not print or attempt to copy in any manner any part of the exam or reproduce same in any way.
6. I will not divulge the content of the on-line quizzes/exams to any other student/individual, whether enrolled in the class or not.

\*\*To include Computerized quizzes/exams

**Related to Other Class Assignments**

1. I will not share content information about any in-class exam or assignment with another student or individual or use any electronic means of distributing information.
2. I will not receive content information about in class exams or assignments from another individual verbally, written, or electronically.
3. I understand that all assignments, quizzes, & exams are the product of my own work.

**Related to Course Syllabus**

I have read the Course Syllabus and understand what is expected of me and what constitutes appropriate and professional behaviors/expectations.

**Having read the above statements, I understand that violation of this code will constitute an act of Academic Dishonesty and I will be subject to the appropriate sanctions of the University.**

Student Name *(Typing in my name in the space below signifies as my electronic signature):*

Date *(Enter the date the document was signed by the student in the space below):*

**FORM MUST BE READ, SIGNED AND SUBMITTED VIA BLACKBOARD BY 23:55 PM ON THE FIRST CLASS ORIENTATION DAY!**