**THE UNIVERSITY OF TEXAS**

**AT ARLINGTON**

**COLLEGE OF NURSING**

**Nurs 6326**

**Practice Scholarship Project**

**Spring 2015**

**Classroom: Room 102**

**Pickard Hall**

The University of Texas at Arlington College of Nursing

**DNP Program**

**N6326 Practice Scholarship Project**

**(Credit and Clock Hours)**

**Spring 2015**

**Friday 9 am – 12 pm**

**Pickard Hall, Room 102**

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| **INSTRUCTOR:** | Maureen (Reni) Courtney  *Title:* Associate Professor  Office # 627-A– Pickard Hall  Office Hours: arranged per appointment  Office Phone: 24861  Office Fax: 817-272-2776  Home Phone: cell: 817-845-6318  Campus Mailbox: box 19407  Email: Maureen@uta.edu  Website: |
| **COURSE WEB SITE OR WORLD WIDE WEB SITE:** | <http://www.uta.edu/nursing>  BlackBoard |
| **COURSE PREREQUISITES:** | NURS 6321  NURS 6324  N6323 |
| **REQUIRED TEXTBOOKS & MATERIALS:** | **Required Textbooks & Materials:**  Melnyk, B., & Fineout-Overholt, E. (2005) *Evidence-Based practice in nursing & healthcare.*Philadelphia: Lippincott Williams & Wilkins. **ISBN: 13-978-0-7817-4477-5**  Burns, N., & Grove, S.K. (2013). The Practice of Nursing Research: Appraisal, Synthesis, and Generation of Evidence, 6th Edition(7th ed.). Philadelphia: Saunders. **ISBN13:** 978-1-4557-0736-2 pbk  (you may benefit from the associated workbook)  American Psychological Association. (2010). *Publication manual of the American Psychological*  *Association* (6th ed.). Washington, D.C.: Author. **ISBN 9781557987914**  Refworks Bibliographic Management Tutorial – found at  https://www.refworks.com/Refworks/login.asp?WNCLang=false  ***Please do the tutorial and sign up for your own account (if you don’t already have one) before the***  ***first day of class.***  **Supplemental Textbooks/Materials:**  Hulley, SB; Cummings, SR; Browner, WS; Grady, DG; & Newman, TB. (2007) *Designing clinical research: An epidemiologic approach.* Philadelphia: Lippincott Williams & Wilkins. **ISBN: 978-0-7817-8210-4**  Cullem, N.; Ciliska, D.; Haynes, RB; Marks, S. *Evidence-based nursing: An introduction.* Oxford: Blackwell Publishing. ISBN: **978-1-4051-4597-8**  Murphy, K & Myors, B. (2004). *Statistical Power Analysis.* New York: Lawrence Erlbaum Associates.  /  / |
| **COURSE DESCRIPTION:** | Seminar to develop a practice scholarship project. |
| **STUDENT LEARNING OUTCOMES:** | Course Outcomes:   1. Finalize practice scholarship project proposal. 2. Develop a related project management plan. 3. Obtain appropriate institutional approvals to conduct a practice scholarship project. |
| **ATTENDANCE AND**  **DROP POLICY:** | * Regular class attendance and participation is expected of all students. * Students are responsible for all missed course information.   DNP students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor. Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student’s academic department. Drops may occur until a point in time two-thirds of the way through the semester, session, or term. The last day to drop a course is listed in the Academic Calendar available at [http://www.uta.edu/uta/acadcal.](http://www.uta.edu/uta/acadcal)   1. A student may not add a course after the end of late registration. 2. A student dropping a graduate course after the Census Date but on or before the end of the 10th week of class may with the agreement of the instructor, receive a grade of W but only if passing the course with a C or better average. A grade of W will not be given if the student does not have at least a C average. In such instances, the student will receive a grade of F if he or she withdraws from the class. Students dropping a course must: (1) complete a Course Drop Form (available online <http://www.uta.edu/nursing/MSN/drop_resign_request.pdf> or DNP office rooms 605 or 606); (2) obtain faculty signature and current course grade; and (3) submit the form to DNP office rooms 605 or 606. 3. A student desiring to drop all courses in which he or she is enrolled is reminded that such action constitutes withdrawal (resignation) from the University. The student must indicate intention to withdraw and drop all courses by filing a resignation form in the Office of the Registrar or by: (1) Completing a resignation form (available online <http://www.uta.edu/nursing/MSN/drop_resign_request.pdf> or DNP office rooms 605 or 606; (2) obtaining faculty signature for each course enrolled and current course grade; (3) Filing the resignation form in the College of Nursing office room 606 or 606; and (4) Filing the resignation form in the Office of the Registrar in Davis Hall room 333. 4. In most cases, a student may not drop a graduate course or withdraw (resign) from the University after the 10th week of class. Under extreme circumstances, the Dean of Graduate Studies may consider a petition to withdraw (resign) from the University after the 10th week of class, but in no case may a graduate student selectively drop a course after the 10th week and remain enrolled in any other course. Students should use the special Petition to Withdraw for this purpose. See the section titled Withdrawal (Resignation) From the University for additional information concerning withdrawal.     Census Date: 2/4/2015  Last drop date: 4/3/2015 |
| **TENTATIVE LECTURE/TOPIC SCHEDULE (COURSE CONTENT):** | **See Course Calendar** |
| **SPECIFIC COURSE REQUIREMENTS:** | 1) Practice Scholarship Proposal  2) Project Management Proposal  3) Blackboard Participation (posting & comments) Must post elements as required with substantive evaluative comments  4) Signed project approval by the Project Adviser selected by the student |
| **TEACHING**  **METHODS/STRATEGIES** | Discussion, Blackboard discussion/blog, active learning assignments |

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| **GRADE CALCULATION**  **(COURSE EVALUATION &**  **FINAL GRADING):** | Practice Scholarship Proposal 50%  Project Management Plan 30 %  Participation 20 %  COURSE is PASS/FAIL  Faculty will impose penalties for late work. Ten points will be deducted from the final assignment grade for each day or portion thereof past midnight the day work is late. Work is considered late if it is received after the scheduled due date and time.  *As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.*  **Grading Scale:**  A = 92 - 100  B = 83 - 91  C = 74 - 82  D = 68 D =< 73 |
|  | All graduate nursing students must have an unencumbered license as designated by the Texas Board of Nursing (BON) to participate in graduate clinical nursing courses. It is also imperative that any student whose license becomes encumbered by the BON must immediately notify the Associate Dean for the MSN Program, Dr. Mary Schira. The complete policy about encumbered licenses is available online at: <http://www.uta.edu/nursing/grad/unencumbered> |
| **CONFIDENTIALITY AGREEMENT:** | You signed a Confidentiality Form in orientation and were provided a copy of the form. Please take your copy of this Confidentiality Form with you to your clinical sites. Please do not sign other agency confidentiality forms. Contact your faculty if the agency requires you to sign their confidentiality form. |
| **GRADUATE STUDENT HANDBOOK:** | Students are responsible for knowing and complying with all policies and information contained in the Graduate Student handbook online at: <http://www.uta.edu/nursing/handbook/toc.php> |
| **AMERICANS WITH**  **DISABILITIES ACT:** | The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of federal legislation entitled *Americans with Disabilities Act (ADA)*, pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.  As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty of their need for accommodation and in providing authorized documentation through designated administrative channels.  Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at www.uta.edu/disability.   Also, you may visit the Office for Students with Disabilities in room 102 of University Hall or call them at (817) 272-3364. |
| **STUDENT SUPPORT SERVICES** | The University of Texas at 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. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit [www.uta.edu/resources](http://www.uta.edu/resources) for more information.  **Writing Center:** The English Writing Center, Room 411 in the Central Library, provides support to UT-Arlington undergraduate and graduate students and instructors. Undergraduate and graduate student consultants in the Writing Center are trained to help student writers at any stage in their writing processes. Consultants are trained to attend to rhetorical and organizational issues that instructors value in student writing. Although consultants will assist students in identifying and correcting patterns of grammatical or syntactical errors, they are taught to resist student entreaties to become editors or proofreaders of student papers.  The Writing Center offers tutoring for any assigned writing during enrollment at UT-Arlington. During Fall 2012, Writing Center hours are 9 a.m. to 7 p.m., Monday through Thursday; 9 a.m. to 2 p.m., Friday; and 2 p.m. to 6 p.m. Sunday. Individuals may schedule appointments online by following directions available at [www.uta.edu/owl](http://www.uta.edu/owl), or by visiting the Writing Center.  The Writing Center Director, Assistant Director, or tutors are available to make classroom presentations describing Writing Center services. The Writing Center also offers workshops on topics such as documentation and will design specialized workshops at the request of instructors. To schedule a classroom visit or inquire about a workshop, please e-mail or call Tracey-Lynn Clough, Writing Center director, at [clought@uta.edu](mailto:clought@uta.edu) or 817-272-2517. |
| **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 online: <http://www.uta.edu/nursing/handbook/toc.php> |
| **ACADEMIC INTEGRITY:** | It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.  All students enrolled in this course 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.*  Per UT System Regents’ Rule 50101, §2.2, suspected violations of university standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with the University policy, which may result in the student’s suspension or expulsion from the University.  "Scholastic 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." (Regents’ Rules and Regulations, Series 50101, Section 2.2) |
| **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/tutorials/Plagiarism> |
| **BOMB THREATS:** | If anyone is tempted to call in a bomb threat, be aware that UTA will attempt to trace the phone call and prosecute all responsible parties. Every effort will be made to avoid cancellation of presentations/tests caused by bomb threats. Unannounced alternate sites will be available for these classes. Your instructor will make you aware of alternate class sites in the event that your classroom is not available. |
| **E-CULTURE POLICY:** | The University of Texas at Arlington has adopted the University email address as an official means of communication with students. Through the use of email, UT-Arlington is able to provide students with relevant and timely information, designed to facilitate student success. In particular, important information concerning department requirements, registration, financial aid and scholarships, payment of bills, and graduation may be sent to students through email. All students are assigned an email account and information about activating and using it is available at [www.uta.edu/email](http://www.uta.edu/email). Students are responsible for checking their email regularly. |
| **NO GIFT POLICY:** | In accordance with Regent 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 Funds would be appropriate ways to recognize a faculty member’s contribution to your learning. For information regarding Scholarship Funds, please contact the Dean’s office. |
| **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). |
| **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. |
| **DNP COURSE SUPPORT STAFF:** | **Sharolyn Dihigo, Director, DNP Program**  [**Sdihigo@uta.edu**](mailto:Sdihigo@uta.edu)  **Ashleigh Johnson, Administrative Assistant**  Office #616A– Pickard Hall, (817) 272-9440  Email: Ashleigh.johnson@uta.edu |
| **LIBRARY INFORMATION:** | **PEACE WILLIAMSON, STEM OUTREACH & SCHOLARSHIP**  CENTRAL LIBRARY  702 Planetarium Place  Office #206, Arlington, TX 76019 [peace@uta.edu](mailto:peace@uta.edu)  [**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing) |
| **MISCELLANEOUS INFORMATION:** | Inclement Weather (School Closing) Inquiries:  Metro: (972) 601-2049  Fax Number UTA College of Nursing: (817) 272-5006  **Attn: Graduate MSN Office**  UTA Police (Emergency Only): (817) 272-3003  **Mailing Address for Packages Related to the Course**  UTA College of Nursing  **c/o (insert faculty name)**  411 S. Nedderman Drive  Box 19407, Pickard Hall  Arlington, Texas 76019-0407 |

**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.

GRADUATE NURSING WEBSITES

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| **Description** | **Website** |
| University of Texas Home Page | <http://www.uta.edu> |
| Graduate Catalog & Faculty | <http://www.uta.edu/gradcatalog/nursing> |
| Graduate Nursing Programs | <http://www.uta.edu/nursing/MSN/administration.php>  <http://www.uta.edu/nursing/MSN/practitioner.php> |
| Graduate Nursing Courses & **Syllabi** | <http://www.uta.edu/nursing/MSN/grad-courses1.php> |
| Faculty and Staff Email Contacts and Biosketches | <http://www.uta.edu/nursing//faculty.php> |
| Graduate Student Handbook | <http://www.uta.edu/nursing/handbook/toc.php> |
| * **Miscellaneous Graduate MSN Forms:**   + Banking Clinical Hours   + Code of Ethics   + Drop Request   + E-log Consent Form   + Liability Policy   + Master’s Completion Project Forms   + Nurse Admin Preceptor Package   + Nurse Practitioner Preceptor Package   + Personal Insurance Verification Form   + Petition to Graduate Faculty   + Resignation Request   + Student Confidentiality Statement   + Traineeship Statement Forms | <http://www.uta.edu/nursing/MSN/forms.php> |
| * **Clinical Evaluation MSN Forms:**   + Educator Evaluation   + Faculty Evaluation of Preceptor   + NP Clinical Evaluation (Practicum Tools)   + Nurse Admin Faculty Eval of Preceptor   + Nurse Admin Preceptor Eval of Student   + Preceptor Evaluation of Student   + Psych Therapy Preceptor Eval of Student   + Student Evaluation of Preceptor   + Student Self Evaluation |
| Clinical Online Submission (Elogs) | <http://www.totaldot.com/> |
| Criminal Background Check (Group One) | <http://www.dfwhc.org/GroupOne/> |
| **Instructions for E-Reserves** | <http://pulse.uta.edu/vwebv/enterCourseReserve.do>  Select under Library Catalogs  ([UTA Library Catalogs](http://pulse.uta.edu/))  Select Course Reserves  Look for Instructor’s Name, Click Search, Select Article  Password is course abbreviation and course number.  ALL CAPS no spaces (ex. NURS5340). |

Revised May 13, 2010

Guidelines for Online Discussion

**Timeframe for Posting:**

Make your original assigned post no later than Monday 11 PM after the starting dateof the topic listed in syllabus.Complete your feedback/evaluation response posts no later than Thursday at 11:00 PM of the week that ends the topic cycle. See the posting rubric for grading criteria.

**Guidelines:**

**Postings:**

* Provide your postings as assigned weekly.

**Responses:**

* Respond “substantively” to **each** original student posting on your **discussion board**.
* You will each be assigned to a small group in which you will provide review and critique.
* You are asked to critique and provide evaluative/corrective comments regarding the project proposal and project management proposal postings.
* This critique will provide you with additional scholarship skills as you learn to review and consider various aspects of a proposal.
* Try to respond early in the course week to allow a true discussion to begin and allow time for responses by the end of the class week (see timeframe above).
* Discussions will not be carried over from one week to the next, nor will students be expected to read or respond to postings made after the conclusion of the assigned week. However, you may make reference to prior content if necessary.
* You are required to participate in each weekly Discussion Board by posting your own questions and responses during the week of the assignment.
* You may develop your postings in a Word document and then cut and paste your answers into BB from your Word document. Do not attach as a Word document so that threads of discussion may be easily followed.
* You are welcome to review the materials in other small groups as you may learn from its members.
* **Online Class Participation –additional information.**
* Your student colleagues will benefit from your insights and evaluations of their proposal sections. You will be assuming this critique/support role in the future as you participate as a DNP colleague to others.
* A post or message that demonstrates substance contributes to the understanding and application of ideas by doing one or more of the following:
* This area of grading refers to the forum discussions that are held each week. Your grade will posted under the column "Class1," "Class2," etc. Students who do not participate during Monday to Friday will receive a zero for that week. To receive full credit, the student must be an active participant. Participation is defined as "making substantive comments or asking good questions." It does not include comments such as "way to go!" or "yeah, that's what I was thinking too" although these comments are perfectly acceptable and contribute to the *esprit de corps*. "Substantive comments," as described in the previous paragraph, can be addressed to fellow students or to the faculty. These would include helping other students when they have questions. "Good questions" means a question that is not readily obvious when reading the chapter. "Good questions" show that the student has done the readings, and either still cannot quite grasp the concept (which is very common) or is now thinking about how it could be applied in practice.
* Students who meet the minimum requirements for participation in any given week will earn a grade of C. If students go beyond the minimum and do a good job of discussion, the grade will be in the range of B. To obtain grades in the A range requires an outstanding level of participation (see rubric on BB).
* The reason this section gets such a high percentage of the grade is because in online learning, interaction is critical. Also, working together is the best way to really learn the concepts. Students who do not wish to participate or do not participate fully will not be getting the full educational experience they need in order to successfully understand these concepts and thus to successfully complete the course.

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| January 30  **#1**  **Class**  Friday class 9:00-12:00 | Course Overview:  Practice Scholarship Project  Project Mgt Plan  Project Templates  Project Milestones | Discussion  Project Areas and Interests | \* Be prepared to do 5 minute presentation to class re your project idea.  \* Create two feedback groups for discussion board |
| Feb 6  #2 | Practice Scholarship Proposal components | \*\*\*You will POST and comment on all proposal components listed in the calendar.  Proposal Component #1  -Project Problem Area (include key Project Question if ready). Gets you started on your focus area. | Include documentation for problem area. No longer than three pages. You are making the case here for your project to address the problem. You will continue to refine after literature search. |
| Feb 13  #3 | Project Proposal cont. | Proposal Component #1A  Project Objective or Research Question | Based on the problem area above described, what is the question or objective you are trying to address. |
| Feb 20  #4 | Project Proposal cont. | Work on Component #2 for posting next week. |  |
| Feb 27  #5  **Class**  Friday class 9:00-12:00 | We will review and discuss project objectives and/or questions. Each student will have 3-5 minutes to make the case for his/her project and present the project objective or question.  Also, brief conversations about proposed project designs. “Here is my focus and this is what I will do.” | Proposal Component #2  Review Literature (Systematic Review pertinent data plus other key literature such as natl guidelines, natl organization statements, etc.)  -Project Framework  Schedule individual appts with faculty in 1-5:00 slots as needed re project | Summarize what you learned in your SR.  \* Framework may be self-developed or established Include professional group recommendations and/or guidelines that have a bearing on the topic. |
| March 6  #6 | Project Proposal cont. | Proposal Component #3, #4, #5  -Project Objectives and/or project questions (these provide detail to the main question or objective stated earlier)  -Project design  -Population & specific Sampling Plan | \* Draw the project design including major steps, timeframe, and involved actors |
| Mar 9-13 #7 | Spring Break |  | \* Enjoy! |
| Mar 20  #8 | -Overview IRB process and requirements  - Complete UTA IRB Human Subjects training | View video recording & handout Robin Dickey presentation  Post any questions you have about the content. | Review UTA IRB application components. Determine if any other clinical institutional  approvals will be required and identify necessary individuals, parameters & processes. |
| Mar 27  #9  **Class**  Friday class 9:00-12:00 | Consultation with coordinator re IRB questions. You must come prepared!  Discussion of your data collection plan—be prepared to do mini 3 minute overview. | Proposal Component #6 & #7  - Measurement methods  -Data Collection Plan | \* Include copies of measurement tools |
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| April 3  #10 | Project Proposal cont. | Proposal Component #8  -Data analysis plan | \*SUBMIT IRB application forms to BB—NOT to IRB. (download as word docs and upload to BB)  \*Obtain signed APPROVAL for project proposal from the Project Advisor if possible. |
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| April 10  #11 | Project Mgt Plan | Project Management #1  Brief Background Summary of Clinical Problem & Project Overview |  |
| April 17  #12 | Project Mgt Plan cont. | Project Management #2  Change Theory and specific discussion of planned application | Provide overview of your selected change theory to BB designated folder in Assignments with references in addition to your mgt plan posting |
| April 24  #13 | Project Mgt Plan cont. | Project Management #3  Work Breakdown Structure (WBS):  -Project Aims,  -Key Stakeholders & analysis of their needs, -Organizational Assessment (SWOC) | Get letter of support from the clinical agency you will be using and from any key stakeholder as indicated (if this is appropriate at this time) |
|  |  | Project Management #4  -Identify Risks & Risk Mgt Plan;  -Budget  -Implementation plan & Project Timeline (Gantt chart)  -Project communication plan (stakeholders & others) |  |
| May 1  #14  CLASS |  |  |  |
|  | Student Presentations with assigned Power Point Template (15 minutes max) |  | \*Presentation handouts for classmates  \* Upload powerpoint to BB |