The University of Texas at Arlington
College of Nursing and Health Innovation

N5367-001 & 002 Fall 2016 Evidence-Based Practice
Course Start/End: Aug. 25 to Dec 7, 2016

Course Description
Preparation to lead evidence-based project, to interpret best evidence, to plan for change, to evaluate outcomes, and to disseminate the project

Course Outcomes
1. Search for appropriate literature to answer a clinical question.
2. Perform rigorous critique of evidence for nursing practice
3. Synthesize the literature to answer the clinical question.
4. Plan for the change in practice using an EBP model with a team.
5. Develop an evaluation plan for the change in practice.
6. Develop a plan to disseminate project results.

Course Prerequisites & Requirements
The student must:
- Complete the N5327 Exploration of Science and Theories for Nursing and N5366 Principles of Research in Nursing.
- Have basic *Microsoft Office* software skills such as *Word, Excel, and PowerPoint*, video recording for posting to *YouTube* as well as computer, email, and Internet skills.
- *Mozilla Firefox* is the browser recommended for use with *Blackboard (Bb)* however, others may work such as *Google Chrome. Internet Explorer* has been known to be less consistent and therefore, may wish to avoid the use of it. If a problem arises, try switching browser systems to test the issue before contacting the helpdesk or faculty.
- As this course is offered in a blended (online and face-to-face) format, **each student must have a computer with a high speed Internet connection**. The computer should meet UTA's hardware recommendations: http://www.uta.edu/oit/cs/hardware/student-laptop-recommend.php and Blackboard's browser requirements: http://www.uta.edu/blackboard/browsertest/browsertest.php This course requires the use of word processing and presentation software that is compatible with Microsoft Office formats. Students may purchase this software (in person or by mail) at a significant discount from the UTA bookstore http://www.uta.edu/bookstore (scroll to the bottom of the webpage). Students are required to have a headset (with microphone) and webcam to participate in web conferences and to test online. Testing will be done online using Respondus browser and monitor (which students must download from a link within Blackboard and install on their computer). The instructor will determine what option is offered to students who are unsuccessful in completing a test online. Students may be required to complete an alternate version of the test using ProctorU for which students must pay a fee.
- ***Note:*** *Papers are graded using the Track Changes and Comments features in Microsoft Word*

Instructor
Joy Don Baker, *PhD, RN-BC, CNOR, CNE, NEA-BC, FAAN*
Professor, Clinical Nursing

Email: jdbaker@uta.edu *UTA Email availability:* I generally respond to email at least once in a 24-hour period Monday-Friday. While I may respond more frequently, please do not view anything other than this timeframe as the expectation.

Office Hours: Please contact Dr. Baker via email to set up an appointment for either a *Virtual* or Face-to-Face meeting.

Instructor Office and Telephone Number
Office #: Pickard Hall, 520B
Campus Mailbox: 19407
Office Phone: 817-272-2776
Office Fax: 817-272-5006

Faculty Profile: https://www.uta.edu/profiles/joy-baker

Preferred Methods for Reaching Instructor
Email at jdbaker@uta.edu Monday-Friday 09:00-17:00

Maximum Timeframe for Responding to Student Communication
I generally respond to email at least once in a 24-hour period Monday-Friday. While I may respond more frequently, please do not view anything other than this timeframe as the expectation. Response to student assignments may be expected within 72 hours.

Student Email
Students enrolled in UTA CONHI courses are expected to check their UTA email daily. Students waiting for their next course to start are expected to check their UTA email a minimum of twice weekly. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php. If you are unable to resolve your issue contact the Helpdesk at helpdesk@uta.edu.

Both Faculty and Students
For reasons of web security, faculty, staff, and students must use their **official** UT Arlington e-mail address for all university-related business. As a security measure, and in order to protect student privacy, only emails received through the UTA email system will receive a response. Emails received from any student's personal email address will be deleted without a response.

Emergency Phone Number for Reaching Faculty
Felicia Chamberlain, (817) 272-0659, chamberl@uta.edu
Coordinator – Nursing Administration and Online Education Programs

Textbooks, Reading Materials, and Resources
- Brown, S. J. (2014). *Evidence-based nursing: The research-practice connection* (3rd ed.) Burlington, MA: Jones & Bartlett Learning. **ISBN: 9781449697495**
- American Psychological Association. (2010) *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author. ISBN: 9781433805615.
- See also the required **UTA-CONHI title page** under Resources section of Bb.

Attendance Policy:
Student attendance in this course is required whether class is held on campus or online in synchronous or asynchronous methods to successfully complete course assignments and assessments within the required timelines.
- **Students are responsible** for all missed course information.
- No makeup opportunity for missed class sessions is provided.

Course Expectations

The amount of time required by students to study and complete assignments in this course will vary according to students' previous professional experiences, prior learning, and, the pace at which one works. While having completed multiple years of practice generally provides students an advantage, these same students sometimes find themselves having to "unlearn" practices that are not supported by the most recent evidence or research. Students with fewer years of nursing experience will generally find themselves working more diligently to quickly increase their overall knowledge base, knowledge that their classmates may have developed over multiple years of working in healthcare settings.

It is recommended that students schedule a minimum of 9-12 hours per week on their own time in course related activities to study and complete their content in this didactic (non-clinical) course, however, some weeks may require fewer hours and other weeks may require more hours.

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/).

<p style="text-align:center">**Last Date to Drop or Withdraw: November 2, 2016 by 16:00**</p>

MSN Program Expectations:

GPA of 3.0: Students must maintain a GPA of 3.0. Please seek help immediately if you are at risk of dipping below this GPA. Ready to assist you are:

- your course professor
- UTA Student Success Coordinators
- Your advisor
- Your retention specialist

Course Topics

1. Welcome and Getting Started
2. Introduction to Evidence Based Practice (EBP)
3. EBP Clinical Practice Guidelines
4. Developing Clinical Questions
5. Gathering Research Evidence
6. Appraising Research Studies
7. Appraising Clinical Guidelines and Systematic Reviews
8. EBP Process
9. Participation in EBP
10. Research Informed Practice
11. Outcomes and Evaluation Methods
12. Implementation Plan

Assignments and Assessments

Discussions, Assignments, Papers and Tests are the major part of the course work and should receive appropriate attention. All material submitted for grading must meet the standards of graduate level work (content and format). All assignments are to be submitted electronically via Blackboard unless otherwise specified by the instructor. **UTA-CONHI Title page** is required for each paper submitted.

Turn in only one copy of your work; all assignments are the property of the University. Students should make a copy of their work prior to submission. Assignments and Activities detail are located in Blackboard.

Blackboard Requirement

Only assignments submitted through Blackboard will be reviewed ad accepted for a grade, regardless of the reason. Assignments that are submitted through email will not be reviewed for feedback or graded; they will be assigned a grade of zero. No exceptions will be made.

Technical Problems

Because technology is vulnerable to experiencing difficulties, you should not wait until the last minute to submit an assignment, complete a quiz, or test. If you experience technical difficulties contact *Blackboard Support* to help resolve the issue. They are open 24 hours a day.

Late Assignments / Assessments

Late assignments will not be accepted for a grade or reviewed for feedback (regardless of the reason) and will be assigned a zero. Quizzes and tests must be started, completed, and submitted prior to the submission due date and time. Any quiz or test submitted after the due date and time will not be accepted. Make-up exams are not provided given the extended period for which exams are open.

For any reason, course work requiring resubmission will be dropped up to one letter grade at the discretion of the faculty and only a maximum of a B or 89% percent can be achieved on any work resubmitted.

Plagiarism

Plagiarism is prohibited. Any assignment determined to have been plagiarized will be given a zero and the student reported for academic dishonesty. Copying your answers from your textbooks, journal articles, any website or any source is considered plagiarism. All of your work is to be in your own words, paraphrased and referenced according to APA style. Using quoted sentences is not an acceptable manner in which to complete any assignment in this course and does not reflect synthesis of material. Consequently, the use of quoted sentences will result in a point deduction up to and including a zero for the assignment.

Academic Integrity

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.*

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.

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."

As a licensed registered nurse, graduate students are expected to demonstrate professional conduct as set forth in the Texas Board of Nursing rule **§215.8. in the event that a graduate student holding an RN license is found to have engaged in academic dishonesty, the college may report the nurse to the Texas Board of Nursing (BON) using rule §215.8 as a guide.**

APA 6th Edition:

Students are expected to use APA style to document resources. Numerous resources can be found through the UTA Library at the following links:

APA tutorial link:

- http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx
- http://library.uta.edu/sites/default/files/apa2014.pdf
- http://libguides.uta.edu/apa
- http://library.uta.edu/how-to/paper-formatting-apa-st

Safe Assign

In this course, you will submit papers as Microsoft Word-compatible documents to a **SafeAssign drop box** in Blackboard. Review the student resources section on Blackboard for more information about the tool. You are encouraged to use the DRAFT function within SafeAssign prior to submitting your FINAL draft. See details below:

1. DRAFT: The DRAFT SafeAssign feature allows you to check your paper for potential areas of plagiarism so that you may edit it prior to turning in your final submission. The SafeAssign DRAFT is not reviewed by your instructor. When you upload, please check the "submit as draft" option. The DRAFT box becomes available 72 hours prior to the final submission due date/ time and remains open until the date and time that the paper is due. At busy times, it may take up to 72 hours to receive a report.
2. FINAL: This Safe Assign location is separate and is the only one that will be graded. Only one document can be uploaded per SafeAssign. **The document you upload to the FINAL drop box is the one that will be graded, so be certain it is the correct paper.**

Grading and Evaluation

Students are expected to keep track of their performance throughout the course and seek guidance from available sources (including the coach and instructor) if performance drops below satisfactory levels.

<center>

A = 90-100   B = 80-89   C= 70-79

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Students are required to maintain a GPA of 3.0. Final grades are not rounded up.
For example, a final course score of 89.99 is a B in the course.

Grades of incomplete are NOT automatically given when there are missing assignments at the end of the course. A student must discuss, with the faculty of record for the course, the reasons that an incomplete grade is being requested. This discussion must occur as soon as the student recognizes that a problem

exists. Faculty members are not obligated to grant the use of an incomplete grade. With no prior discussion of the need for an incomplete, students not completing the required activities will receive the grade for the course based on the percentage of the required material submitted.

Descriptions of Major Assignments: (See *Blackboard* for detailed information. All Assignments are due by 23:59 on the identified due date unless specified differently in the syllabus schedule or in *Blackboard*).

Graded Course Components	Percentage of Final Grade
PARTICIPATION: Discussions, Quizzes & Short Assignments	10%
PAPER 1	15%
TEST 1	20%
TEST 2	10%
PAPER 2	15%
EBP POSTER PRESENTATION	30%
TOTAL	100%

University Library Resources and Librarians to Contact:

Peace Williamson 817-272-6208 peace@uta.edu	Lydia Pyburn 817-272-7593 llpyburn@uta.edu	Heather Scalf 817-272-7436 scalf@uta.edu	Kaeli Vandertulip 817-272-5352 Kaeli.vandertulip@uta.edu

Contact all nursing librarians: library-nursing@listserv.uta.edu

Helpful Direct Links to the UTA Libraries' Resources

Research Information on Nursing	http://libguides.uta.edu/nursing
Library Home Page	http://library.uta.edu/
Subject Guides	http://libguides.uta.edu
Chat with the Library	http://ask.uta.edu
Database List	http://libguides.uta.edu/az.php
Course Reserves	http://pulse.uta.edu/vwebv/enterCourseReserve.do
Library Catalog	http://uta.summon.serialssolutions.com/#!/
E-Journals	http://pulse.uta.edu/vwebv/searchSubject
Library Tutorials	http://www.uta.edu/library/help/tutorials.php
Connecting from Off- Campus	http://libguides.uta.edu/offcampus
Ask A Librarian	http://ask.uta.edu

The following URL houses a page where commonly used resources needed by students are located.

Library Website: http://library.uta.edu/

Tutorials: http://library.uta.edu/how-to

Americans with Disabilities Act:

UT 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* 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 disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD).** Students experiencing a range of conditions (Physical,

Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364.

Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671.

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 or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX

The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos. For information regarding Title IX, visit www.uta.edu/titleIX.

Student Evaluation of Course

Students are asked to please complete the anonymous course evaluation upon completion of this course. We use information gathered from student feedback to guide our overall continual improvement process. Thank you!

Student Support Services Available:

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.

The English Writing Center (411LIBR):

Hours are 9 am to 8 pm Mondays-Thursdays, 9 am to 3 pm Fridays and Noon to 5 pm Saturdays and Sundays. Walk In *Quick Hits* sessions during all open hours Mon-Thurs. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, Workshops, and advanced services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information.

Student Success Faculty:

In order to assist masters nursing students who are at academic risk or who need academic support, there are graduate faculty members available to you. The goal of the success faculty members is to support student achievement in masters-level coursework so students can reach their educational goals. Students may contact a success faculty member directly, or a course instructor may encourage you to contact a success faculty member.

The success faculty in the MSN Program:

Dr. Donelle Barnes is available as a writing coach to assist students in the MSN Core courses; theory, research, and evidence based practice. Since these courses are writing intensive, Dr. Barnes can help students improve the clarity and organization of their written papers. She can be reached via email: donelle@uta.edu.

Dr. Mary Schira is available as a success faculty to assist with diverse resources that may include study skills, testing challenges/approaches, managing multiple responsibilities, and

addressing personal issues impacting academic performance. Course content challenges may also be addressed, with referral to additional resources as indicated. Dr. Schira can be reached via email: schira@uta.edu.

College of Nursing and Health Innovation - Additional Information

Status of RN Licensure

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- Department of Graduate Nursing. The complete policy about encumbered licenses is available online at: www.bon.state.tx.us

MSN Graduate Student Dress Code

The College of Nursing and Health Innovation expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. Students must adhere to the Dress Code Policy. www.uta.edu/nursing/file_download/234/BSNDressCode.pdf   **Clinical faculty has final judgment on the appropriateness of student attire and corrective action for dress code infractions. Students not complying with this policy will not be allowed to participate in clinical.**

UTA Student Identification

MSN Students MUST be clearly identified as UTA Graduate Students and wear a UTA College of Nursing and Health Innovation ID in the clinical environment.

Blood and Body Fluids Exposure

A Health Verification form was signed by all MSN students at start of the program documenting personal health insurance coverage. All MSN students have mandatory health insurance and will need to manage exposure to blood and fluids. Current CDC guidelines can be found at: http://www.cdc.gov/

Ebola exposure

Please inform your faculty if you have been in contact with anyone who has Ebola/have traveled to a country that has Ebola virus.

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/msn/msn-students

No Gift Policy

In accordance with Regent Rules and Regulations and the UTA Standards of Conduct, the College of Nursing and Health Innovation has a "no gift" policy. A donation to one of the UTA College of Nursing and Health Innovation Scholarship Funds, found at the following link: is http://www.uta.edu/nursing/student-resources/scholarship would be an appropriate way to recognize a faculty member's contribution to your learning.   For information regarding Scholarship Funds, please contact the Dean's office.

Online Conduct

The discussion board should be viewed as a public and professional forum for course-related discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings should be professional in nature. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Inappropriate statements/language will be deleted by the course faculty and may result in denied access to the Discussion boards. Refer to UTACON Graduate Student Handbook for more information.

For this course Blackboard communication tools, discussion boards, and UTA MAV email will be used extensively and should be checked often.

Department of Graduate Nursing	
Judy LeFlore, PhD, RN, NNP-BC, CPNP-PC & AC, ANEF, FAAN Interim Associate Dean Chair, Graduate Nursing Programs Director, PNP, ACPNP, NNP Programs Pickard Hall Office #518 Email address: jleflore@uta.edu	**Kathy Daniel, PhD, RN, ANP/GNP-BC, AGSF** Associate Chair, Graduate Nurse Practitioner Programs Pickard Hall Office #615 817-272-0175 Email address: kdaniel@uta.edu
Lauri John, PhD, RN, CNS Associate Chair, Graduate Educator and Administration Programs Pickard Hall Office #519 817-272-0172 Email address: ljohn@uta.edu	**Rose Olivier** Administrative Assistant I Pickard Hall Office # 605 (817) 272-9517 Email address: olivier@uta.edu
Janyth Mauricio (Arbeau) Clinical Coordinator Pickard Hall Office # 610 (817) 272-0788 Email address: janyth.mauricio@uta.edu or npclinicalclearance@uta.edu	**Angel Trevino-Korenek** Clinical Coordinator Pickard Hall Office # 610 (817) 272-6344 Email address: angel.korenek@uta.edu
Janette Rieta Administrative Assistant – NADM, NEDU Pickard Hall #510 817-272-1039 jrieta@uta.edu	**Christina Gale** Support Specialist I (Assisting Vivian and Rose) Pickard Hall Office #510 817-272-1039 Email address: christina.gale@uta.edu
Graduate Advisors:	
Campus-based Programs: **NP Students with last Name A-L and Post MSN Certificate NP Program Students:** Sheri Decker, Graduate Advisor III Pickard Hall Office # 611 (817) 272-0829 Email: s.decker@uta.edu	**Campus-based Programs:** **NP Students with Last Name M-Z and ALL NNP Program Students:** Luena Wilson, Graduate Advisor I Pickard Hall Office # 613 (817) 272- 4798 Email: lvwilson@uta.edu
Off –campus (AP) ADM/EDU/FNP Students with last name A-L Lisa Rose, Graduate Advisor II Pickard Hall Office #628-B 817-272-9087 Email: lirose@uta.edu	**Off –campus (AP) ADM/EDU/FNP Students with last name M-Z** Caitlin Wade,Graduate Advisor II Pickard Hall Office #631 817-272-9397 Email: cwade@uta.edu

Miscellaneous Information
Inclement Weather (School Closing) Inquiries: Metro(972) 601-2049
Fax Number - UTA School of Nursing: (817) 272-5006
    Attn: Graduate Nursing Office
UTA Police (Emergency Only): (817) 272-3003 or dial 911
Mailing Address for Packages:
    UTA School of Nursing
    C/O   Dr. Joy Don Baker
     411 S. Nedderman Drive, Pickard Hall
    Arlington, Texas 76019-0407

Writing Guidelines

The *APA Publication Manual* is the guide used in the College of Nursing. It is expected that all writing will be completed using the style and format described in the *APA Publication Manual*.

- **The Basics of APA Style** at http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx
- **Harvard Graduate School of Education** at http://gseacademic.harvard.edu/~instruct/articulate/APA/player.html
- **The Ohio State University:** https://library.osu.edu/find/resources/citation-examples/apa/apa-style-guide-electronic-resources/
- **Purdue Online Writing Lab** at http://owl.english.purdue.edu/owl/resource/560/01/
- See also the required **UTACON Nursing Administration title page** in the folder labeled *Student Resources/APA 6th.*

Students in the MSN program are expected to purchase a copy of the most recent Publication Manual of the American Psychological Association. APA style manual will be used by the UTA-CONHI with some specific requirements for graduate courses. Please use the title page template for all papers in this course. A *Microsoft Word* version of this template is also located in *Blackboard* for your convenience.

Save copies of all of your work! Create a folder on your computer that is specifically for this course. As you create a new document for each assignment, save it in your course folder with your last name first in the file name and then submit it by the due date and time.

General Guidelines for All Written Work

These guidelines have been developed to help students know the mechanics of writing a paper. The *APA Publication Manual* is to be used in conjunction with the guidelines to demonstrate referencing style, levels of headings, and proper ways of including direct quotations in the paper. The *APA Publication Manual* also gives additional information about grammar and punctuation, use of numbers and abbreviations, and development of tables or figures, which should be helpful in developing any paper.

1. Each paper should have a formal title page (see Nursing Administration Template in Blackboard Course Resources). It is recommended that the template within this course be downloaded and saved then used as the bases for writing the papers.
2. Pagination: Page numbering starts with the title page and continues through to the reference list and appendices. Arabic (1, 2 etc.) numbers are used.
3. Margins are to be 1 inch on all sides. Text should be left justified only. This means that the right margin may appear irregular. If a word is too long to be completed on one line, it should not be hyphenated. Headers begin at 0.5 inch from the top allowing the Running head: ALL CAPS to be placed on the first line of the Title page. See the template for more details.
4. Type size and font: Type should be Times New Roman font and 12 characters per inch (12 point).
5. Spacing: Double spacing is used for the body of the paper. Single spacing may be used in tables and figures only. **DO NOT** leave any blank lines between paragraphs or sections. No triple spacing. **DO NOT** single space in between references on the Reference page. **DO** double-space the entire list of references.
6. Headers: Running headers are expected in APA 6th Ed.
7. Headings within the paper are essential. First, develop an outline of your paper and count the number of levels you plan to incorporate. The title of the paper is not a heading so it is not considered in the number of levels required. Grading Criteria Sheets are helpful in determining appropriate headings for specific assignments. See the *APA Publication Manual* for further guidance.
8. Please remember the title of the paper should also appear on the first page of the text and should be the same as that on the title page. The title is not a heading and **is not counted** in the levels of headings.
9. An introduction without heading (simply start the introduction under the title of the first page of the text) and conclusion/summary with heading is expected for all papers in this course. There should not be a heading over the introduction however there should be one used for the Conclusion section of the paper.
10. Quotations: In general, avoid the use of direct quotes. Re-state the point in your own words and include the appropriate citation. For ways to properly cite quotations of greater than 40 words, see the *APA Publications Manual*. However, keep in mind lengthy quotes are not what these papers are about, it should be your voice and opinions that are well supported by the literature that you have sought out and properly cited.
11. Reference list: See the *APA Publications Manual*. The reference list includes only the references cited within the text of the paper. Double space the references do not use single spacing. Do not add additional line spacing between references.

Note: Be sure the paper you submit for grading is complete, since that is the paper that will be graded.

Course Schedule and Due Days/Time *(Central Time)*

*Make **initial** post by **Tuesday** and **respond frequently** to peers with **thoughtful, substantive, and scholarly** responses **well supported with the literature** throughout each week.*

See *Blackboard* for additional readings, lecture videos, resources weekly details and instructions.
Textbook chapter readings are included as *(Ch #)* following the Module title for each week.

Course or Module Activity	Due Date/Time
Week 1: Aug 25-28	
Module 1: Welcome & Getting Started	
CLASS on campus, Room 205	Aug 25 Thursday 13:00-16:00
CLASS Discussions: • Post introduction message to the Café Hauz Discussion Board (DB)	23:59 Saturday
Quizzes & Short Assignments • Student Information Form • APA Quiz • Syllabus Quiz • Plagiarism Attestation	23:59 Saturday
Week 2: Aug 29-Sep 4	
Module 2: Introduction to EBP (Ch 1-2)	
Quizzes & Short Assignments: EBP Competencies Pre-Test (Self-evaluation)	23:59 Saturday
Week 3: Sep 5-11	
Module 3 EBP Clinical Practice Guidelines (Ch 10)	
GROUP Discussions: EbCPG: *(See the detailed grading rubric for discussions in Bb. This series of due dates and times is the same for all graded discussions)* 23:59 Tuesday Initial posting: 23:59 Wednesday Post replies to 2-colleagues 23:59 Thursday Respond to any questions posed by peer or professor 23:59 Friday Last day to receive credit for any post.	23:59 Friday Last day to receive credit for any post.
Week 4: Sep 12-18	
Module 4: Developing Clinical Questions (Ch 11)	
GROUP Discussions: Developing a Clinical Question	23:59 Friday Last day to receive credit for any post.
Week 5: Sep 19-25	
Module 5: Gathering Research Evidence (Ch 12)	
GROUP Discussions: PICOTS & supporting Systematic Review	23:59 Friday Last day to receive credit for any post.
Assignments: PAPER 1	23:59 Saturday
Week 6: Sep 26-Oct 2	
Module 6: Appraising Research Studies (Ch 13, 16, & Appendix F)	
GROUP Discussions: Critique Research Studies Appraisals	23:59 Friday Last day to receive credit for any post.

Course or Module Activity	Due Date/Time
Week 7: Oct 3-9 _Module 7: Appraising Clinical Guidelines & Systematic Reviews_ _Ch 10, 14, Appendix A&B; & 9, 15, & Appendix C&D_	
CLASS Discussions: Appraising Systematic Reviews	23:59 Friday Last day to receive credit for any post.
Quizzes & Short Assignments: Extraction Questions Chapter 9 Companion Website for Brown text	23:59 Friday
Week 8: Oct 10-16 _Module 8: EBP Process (Ch 17)_	
CLASS Discussions: Optional Test Review	23:59 Thursday Last day to post
Test 1: Covers Weeks 1-6 content	08:00 Friday – 23:59 Sunday
Week 9: Oct 17-23 _Module 9: Participation in EBP (Ch 18)_	
GROUP Discussions: EBP Process	23:59 Friday Last day to receive credit for any post.
Week 10: Oct 24-30 _Module 10: Research informed Practice (Ch 19)_	
GROUP Discussions: Barriers	23:59 Friday Last day to receive credit for any post.
Week 11: Oct 31- Nov 6	
Tests 2	08:00 Friday – 23:59 Sunday
Week 12: Nov 7-13	
Assignments: PAPER 2	23:59 Saturday
Week 13: Nov 14-20 _Module 11: Outcomes & Evaluation Methods_	
GROUP Discussions: Evaluation	23:59 Friday Last day to receive credit for any post.
Week 14 THANKSGIVING WEEK Nov 21-27	
Week 15: Nov 28-Dec 4 _(last day of classes Dec 7)_ _Module 12: Implementation Plan_	
GROUP Discussions: Implementation Plan	23:59 Friday Last day to receive credit for any post.
Quizzes & Short Assignments: _EBP Competency Post Test (Self-evaluation)_	23:59 Saturday
Assignments: POSTER Presentation	23:59 Saturday

Schedule Adjustments

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. Joy Don Baker