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

September 2016

**Instructor:**

**Janelle Hennes, MSN, RN**

**Office Number:**

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**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 am -12:30 pm (face-to-face)

Others available by appointment; please email via Blackboard to schedule

**Description of Course Content:**

**NURS 3333-600 HEALTH PROMOTION ACROSS THE LIFESPAN** (3-0) 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**

**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. (2017). *Fit & well: Core concepts and labs in physical fitness and wellness.*** (Connect Access Card). (12th ed). McGraw Hill.

ISBN: 9781259751288

***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 -$25.00.*

*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

 **OR**

**Leifer. (2013). *Growth and development across the lifespan.***  (2nd ed). Saunders. ISBN: 9781455759316 EBOOK

***Note:*** *The online resources for this text are not required, but are recommended.*

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

Refer to the Course Schedule with dates and assignments also posted 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

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

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| --- |
| **Course Requirements and Grading** |
| Exam 1 | 25% |
| Final Exam | 25% |
| Online Quizzes  | 15% |
| Wellness Contract *(Initial Form= 5%; Progress Report Form= 5%)* | 10% |
| Group Health Teaching Project *(one assignment submitted per project group)* | 15% |
| Course Participation Activities *(Progress monitor questions, discussion board postings, case studies)* | 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 consult 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 the two proctored exams (Exam #1 and Final Exam).
* 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:**

**Exam #1 and Final Exam**

Satisfactory performance on two proctored course examinations (Exam 1 and Final Exam) must be met to pass the course and progress in the nursing program.

**Examinations:**

The proctored exams will be given in the written (paper) format or on a computer at a testing center location. The testing location will be announced prior to the first exam. Students in Houston and other outlying sites will take the exam at their clinical site or another approved testing facility. Alternate testing facilities must have prior approval from the AP Coordinator. Once an alternate site has been approved, students must take all exams at that site. Students must bring their UTA ID card for all exams. For grading information, please see the grading section of this syllabus.

 **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.

Students should also refer to the UTA Academic Integrity and Plagiarism policy included in this syllabus. Terms related to Scholastic Dishonesty have been described below.

**\*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.

\*\*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.

**Testing 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. Students are responsible and accountable for their own achievement. However, if a student is facing difficulty with exam preparation, exam-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.

**Course Examinations:**

1. There are two course examinations; Exam #1, 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 scheduled webinar sessions.
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, 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. Any student scoring less than 70% on any exam must schedule an appointment with 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 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 dates/ times are communicated to students by AP BSN administrative personnel. A Master Testing Schedule is distributed to students.
12. Once a student 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. .

**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 Quiz Guidelines:**

Quizzes for this course are given online via Blackboard within a specified time period.

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 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 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.
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.

**Course Assignments**

Course assignments will include a Wellness Contract (initial and final progress form), group health teaching project, and online participation activities (OPA’s). Online participation activities include weekly progress monitor questions, discussion board postings on BB, and case studies.

**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. Progress Monitor Questions (Online Participation Activity; OPA)
2. Discussion Board Posting(s) on BB (Online Participation Activity; OPA)
3. Case Studies posted on BB (Online Participation Activity; OPA)
4. 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.
3. The Performance Improvement Plan may include additional assignments or papers to be completed and will detail the consequences of failing to complete said assignments.
4. 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 and/or Academic Coaches.

**Computer Requirements to Access 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 the course content via learning modules (posted on Blackboard), taking graded online quizzes, and participating in scheduled webinar sessions.

**Webinar Policy**:

Since Blackboard Collaborate will be used to hold scheduled webinars for this course, the computer requirements are listed. For these sessions, you will need to have a headset with a microphone if you wish to talk with the instructor during the web-based session. You can purchase these for less than twenty dollars at any office supply or computer store. If you have a laptop and are using Blackboard Collaborate, you will still need the headset and microphone, as most laptops have built-in microphones and cause feedback when trying to use the speakers and microphone at the same time. The headset must be a 2-pronged set (one prong for speaker and one for microphone), not a USB set. Webinar sessions are used in this course for orientation, group project information, exam reviews and/or other course related information. It is the student’s responsibility to access the webinar session at the scheduled date/time. The session will only be taped if 20% of the online section students are in attendance. If the session is taped, the weblink and handouts will be posted for students following the session once they are made available to course faculty on Blackboard.

**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.***

**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, all students are expected to completed all course modules and online learning activities on BLACKBOARD. Students are responsible for missed course information.

**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 undergraduate catalog.

<http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#18>

**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. Contact the Financial Aid Office for more information.

**Drop Dates are available online via the following link:**

[**http://academicpartnerships.uta.edu/documents/UTA\_Drop\_Dates.pdf**](http://academicpartnerships.uta.edu/documents/UTA_Drop_Dates.pdf)

**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 Policy:**

The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.

**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.” S*uspected 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/>. Papers are now checked for plagiarism and stored in Blackboard/Blackboard.

**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](http://www.uta.edu/resources).

**The IDEAS Center** (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans, and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

**Electronic Communication Policy:**

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>.

To obtain your NetID or for logon assistance, visit <https://webapps.uta.edu/oit/selfservice/>. If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu.

**Emergency Exit Procedures:**

Should your clinical site experience an emergency event that requires vacating the building, students should exit the room and move toward the nearest exit, which was outlined in your hospital/clinical site orientation. When exiting the building during an emergency, one should never take an elevator but should use the stairwells.

**Campus Carry:**

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/infor/campus-carry/>

**Student Feedback Survey:**

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a 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>.

**To Get the Most Out of This Course:**

1. Do all of the modular reading and/or textbook reading assigned. Reviewing only the lecture notes isn’t enough.
2. Participate in Blackboard and/or course webinar session to ask questions and/or clarify understanding of course content.
3. Participate in online learning activities as assigned. Remember all assignments must be completed.Remember, credit from online participation can mean the difference between grade levels.
4. Communicate with your instructor and/or Academic Coach(es) as needed.
5. Contact the Student Success Office for additional information regarding successful study and/or exam-taking strategies.

**Professional Conduct on Blackboard/Blackboard and Social Media Sites:**

The Blackboard Discussion Board is to be viewed a professional forum for student discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings on the Blackboard Discussion Board is to remain professional in nature at all times. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Statements considered inappropriate will be deleted by course faculty.

Announcements from student organizations may be posted to the designated level discussion board (not associated with this course).

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc.

Failure to comply with these expectations may result in further action including not limited to removal from the Discussion Board.

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:

Online Lecture Presentations Discussion Board Postings

Reading & Written Assignments Independent learning slides/modules

Blackboard Learning Management System Case Studies

Videos Wellness Contract

Group Discussions & Presentations Computer utilizations for email, access to BB

Weblinks

**Group Health Teaching Project:**

Students will participate in a health promotion teaching project. Project groups 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 Academic Coach and/ or 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 the Academic Coach and/ or 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.

**Librarian to Contact:**

**Peace Williamson**, Nursing Librarian

817-272-6208

Email peace@uta.edu

Library Home Page <http://www.uta.edu/library>

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

**Undergraduate Support Staff:**

 **Elizabeth Webb, *Administrative Assistant I, JR1 through JR2***

655 Pickard Hall, (817) 272-2776 ext. 21237

 Email: ewebb@uta.edu

**Tabitha Giddings, *Administrative Assistant I, SR1 through SR2***

655 Pickard Hall, (817) 272-2776 ext. 29227

 Email: tabitha.giddings@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.

**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 at: <http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook.

**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.

**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.