

**NURS 3366 Accelerated Online Pathophysiologic Processes: Implications for Nursing**  
Spring 2019 Syllabus

**\*\*Please note: this course uses Respondus Lockdown Browser and Respondus Monitor for all five exams in the course. Please see the "Exams" section of the Syllabus for more details. \*\***

**Section 600 Lead Instructor:** Regina Urban, PhD, RN-BC, CCRN, CNE

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**Office Hours:** By appointment only. Contact coaches and instructor via email with questions and issues. We make every effort to respond within 24 hours. If you do not receive a response within that time, please re-send your original e-mail to us again.

**Section 601 Instructor:** Donna Davis-Livingston, MSN, Ed, RN

**Office Number:** 544-D Pickard Hall

**Office Telephone Number:** 817-272-2776 (There is no voice-mail at this number, only a receptionist. The preferred way to contact the instructor is via e-mail.)

**Email Address:** [donna.davis@uta.edu](mailto:donna.davis@uta.edu)

**Faculty Profile:** <https://mentis.uta.edu/explore/profile/donna+-hall>

**Office Hours:** By appointment only. Contact coaches and instructor via email with questions and issues. We make every effort to respond within 24 hours. If you do not receive a response within that time, please re-send your original e-mail to us again.

**Time and Place of Class Meetings:** This course is offered completely online.

**Description of Course Content:** Pathophysiologic alterations, their interactions, and effects on persons across the life span as a basis for therapeutic nursing interventions.  
Prerequisite: BIOL 2457, 2458, CHEM 1451.

**Student Learning Outcomes:**

1. Discuss human anatomical structures, physiologic processes and pathologic alterations that are expressed as diseases of cells, organs and body systems across the lifespan.
2. Describe environmental and genetic factors known to influence disease development.
3. Describe epidemiological, etiological, and risk factors associated with prevention, transmission, restoration, and/or modification of disease processes.
4. Describe specific compensatory mechanisms used by the human body in response to pathophysiologic processes.
5. Relate pathophysiologic functioning of selected processes with the resulting signs and symptoms.
6. Apply knowledge of select pathologic processes in the nursing management of patient diseases across the lifespan.
7. Apply current research findings with evidence-based guidelines for the nursing management of selected diseases.

**Recommended Textbooks:**

Porth, C. M. (2015). *Essentials of Pathophysiology; Concepts of Altered Health States*. (4<sup>th</sup> ed). Wolters Kluwer: Philadelphia, PA. ISBN-10: 1-4511-9080-8. ISBN-13: 978-1-4511-9080-9

For reference as needed: any nursing/medical dictionary (examples: Mosby's, Tabers); any anatomy and physiology book; any microbiology book.

**Major assignments and examinations:**

- No major assignments are required in this course.
- Five closed-book, multiple choice exams are given in this course using Respondus Lockdown Browser and Monitor.
- All five exams are weighted equally in this course. Together they make up 90% of your weighted total average.

<b>Exams</b>	<b>Weight of Exams in the Weighted Total Average</b>
Exam One	18%
Exam Two	18%
Exam Three	18%
Exam Four	18%
Exam Five	18%

**Minor Assignments:**

- There are 12 weekly assignments in this course.
- These are open book, multiple choice assignments.
- All 12 assignments are weighted equally in this course. Together they make up 10% of your weighted total average.

<b>Assignments</b>	<b>Weight of Assignments in the Weighted Total Average</b>
Assignment One	0.83%
Assignment Two	0.83%
Assignment Three	0.83%
Assignment Four	0.83%
Assignment Five	0.83%
Assignment Six	0.83%
Assignment Seven	0.83%
Assignment Eight	0.83%
Assignment Nine	0.83%
Assignment Ten	0.83%
Assignment Eleven	0.83%
Assignment Twelve	0.83%

**Additional information regarding exams and weekly assignments in this course is located in the Course Specific Information section that starts on page 8.**

## **COURSE POLICIES**

**Attendance:** 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 these sections, attendance is monitored by coaches and faculty who may reach out to you via email to inquire about inactivity in the course. Please be respectful of their time and concern and respond professionally to their e-mail.

However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

If a student enters the course after the first day of class during late registration, they will be responsible for any missed course material.

### **Grading:**

#### **Minimum Passing Criteria:**

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

- 70% weighted average on major proctored exams

In this course **all five exams** count toward the required minimum exam average of 70.00%. These items are not included in this calculation: **all 12 assignments**.

In determining the final course grade, the weighted average on all five proctored exams as outlined above will be checked first. If a student achieves a 70.00% with no rounding of the average on these course components, the additional graded items (the assignment grades) will count toward the final course grade.

If the student does not achieve a 70.00% with no rounding of the average on the components listed, the grade stands as a D or F as determined by the numerical value from the weighted average on the **five proctored exams** as listed above. In addition, there are no opportunities for "make-up" assignments or to earn extra credit in this course.

In undergraduate nursing courses, all grade calculations will be carried out to two decimal places and there will be no rounding of final grades. Grades will be accessible via Blackboard. Letter grades for exams, 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

**Exam Policy:** Exam scheduling and administration procedures are standardized among all pre-nursing and upper-division courses in the pre-licensure nursing program. The full policy, located in the CONHI Policy and Handbook Library, includes details related to exam development, exam scheduling and accommodations, exam administration, testing environment, and post-exam procedures.

1. Excused Absences: legal obligation, military obligations, pre-approved university-sponsored events, emergency situations, religious holy days, death of family member, or illness
  - Requirements: To be considered for a re-scheduled exam, the student must notify faculty prior to exam start date and time; documentation of incident is required and must be provided within 48 hours following exam due date and time. Documentation for illness requires proof of a visit to a healthcare provider. There are no exceptions to this rule.
  - The make-up exam may include alternative questions and/or test format. There will be no point deductions for an excused exam absence.
  - Occasionally a student may take an exam during a different class time, but only if special permission from the instructor has been granted prior to the exam date.
2. Unexcused Absences: oversleeping, exam date oversight, computer / technical issues, or other reasons not listed under excused absences
  - Requirements: To be considered for a re-scheduled exam, the student must notify faculty with their request within 48 hours of the exam due date and time. The exam must be scheduled within 7 days of the original exam due date and time.
  - The make-up exam may include alternative questions and/or test format and will have a point penalty of 20 points.
  - A student may only have one unexcused absence per course. Subsequent unexcused absences will result in a '0' on the exam.
  - Students will not be allowed to take exam in another section without penalty due to an unexcused absence.
3. Exam Tardy:
  - Proctored Exams: If a student arrives late to a proctored exam, they are only allowed the remaining time to complete the exam. For example, for a 60-minute exam, if a student arrives and has only 13 minutes left, that is all the time they will be given to complete their exam.
  - Online Proctored Exams (if applicable):
    - If a student submits an online exam after the due date and time, they will receive a 20 point penalty on their grade the first time it occurs.
    - If the student submits an online exam after the due date and time for a second time in the course, they will receive a zero for that exam.
    - The Learning Management System will not auto-submit an exam at the due date and time of the exam. The student is responsible for submitting their exam by the assigned due date and time.
4. Students will only be allowed one 20 point penalty per course, whether it is the result of an unexcused absence or a late submission.
  - Subsequent unexcused absences or late submissions on exams will receive a zero for that submission.
  - *Once an exam is already taken, it is too late to request a re-take for extenuating circumstances.*
  - Once a post-exam review document has been posted, you will not be allowed to make up that exam.

**Late Assignment Submission:** No late assignments are accepted in this course unless the student has an excused absence that follows the exam policy and has been approved by the instructor. Contact your course instructor for assistance.

**Exposure to Bloodborne Pathogens:** In the event of injury, needle stick, and/or exposure of the nursing student to blood or body fluids, the nursing student should immediately notify the nursing clinical faculty. The faculty will follow the Exposure to Bloodborne Pathogens Procedure in place at the facility. Any expense or treatment required is the responsibility of the student.

**The Undergraduate BSN Student Handbook can be found by going to the following link:**  
<https://www.uta.edu/conhi/students/policy/index.php>

**Grade Grievances:** In an attempt to resolve a complaint, the student must first make a serious effort to resolve the matter with the individual with whom the grievance originated. Faculty of the course has the primary responsibility for assigning grades. Appeals of the official grade assigned to a student for a course will not, therefore, be considered at levels above the faculty unless a student offers evidence of:

- Differential treatment – examples might be providing benefits such as extra time for assignments to some but not all students in the class; excluding some students from attendance or other course requirements, OR
- Procedural irregularities – examples might be adding a new requirement that was not listed in the class syllabus; using criteria for grades not made available to the student ahead of time.

The full procedure for student grievances can be found in the College of Nursing Student Handbook:  
<https://www.uta.edu/conhi/students/policy/index.php>

**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://www.uta.edu/aao/fao/>).

**Disability Accommodations:** 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). Only those students who have officially documented a need for an accommodation will have their request honored. 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)** <http://www.uta.edu/disability/> or calling 817-272-3364. 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).

**Counseling and Psychological Services (CAPS):** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** 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](http://uta.edu/eos).

**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. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or [titleix@uta.edu](mailto:titleix@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 in their courses by 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’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>. Faculty are encouraged to discuss plagiarism and share the following library tutorials <http://libguides.uta.edu/copyright/plagiarism> and <http://library.uta.edu/plagiarism/>

**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>.

**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/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are 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 via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** for semester-long courses, 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.

**Active Shooter:** The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by UTA Police regarding the options and strategies we can all use to stay safe during difficult situations.  
<https://police.uta.edu/activeshooter>

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

**The IDEAS Center** (2<sup>nd</sup> 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. Students can drop in, or check the schedule of available peer tutors at [www.uta.edu/IDEAS](http://www.uta.edu/IDEAS), or call (817) 272-6593.

**The English Writing Center (411LIBR):** The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services. The Library's 2<sup>nd</sup> floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation. <http://library.uta.edu/academic-plaza>

**Librarian to Contact:** <http://www.uta.edu/library/help/subject-librarians.php>

**Nursing Librarians:** [nursinglibrarians@uta.edu](mailto:nursinglibrarians@uta.edu)

Gretchen Trkay	<a href="mailto:gtrkay@uta.edu">gtrkay@uta.edu</a>
Peace Ossom Williamson	<a href="mailto:peace@uta.edu">peace@uta.edu</a>
Heather Scalf	<a href="mailto:scalf@uta.edu">scalf@uta.edu</a>
RaeAnna Jeffers	<a href="mailto:raeanna.jeffers@uta.edu">raeanna.jeffers@uta.edu</a>

**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. Non-emergency number 817-272-3381

**APA Format:**

APA style manual will be used by the UTA CONHI with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found at: [www.uta.edu/nursing/handbook/bsn\\_policies.php#apa](http://www.uta.edu/nursing/handbook/bsn_policies.php#apa)



**No Gift Policy:**

In accordance with Regents Rules and Regulations and the UTA Standards of Conduct, the College of Nursing and Health Innovation has a “no gift” policy. A donation to the UTA College of Nursing and Health Innovation 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.

**Important Course Specific Information****Assignments and Exams:****1. Assignments:**

- There are 12 Assignments to be submitted via Blackboard per semester. In the weighted course average they are each worth approximately 0.83%. All 12 assignments together are worth 10% of your weighted total grade. See Course Schedule for their due dates.
- Assignments consist of critical thinking questions based on notes that are called “Required Reading Documents” (RRDs) and other study material.
- Assignments may be taken twice in order to obtain the highest grade possible. No feedback will be given on which questions are missed between your first and second attempts. Your assignment grade is your feedback.
- Assignment answers must be submitted in Blackboard. Emailed assignments will not be accepted or graded.
- Deadlines are important in nursing school. Submit your assignments PRIOR to the Tuesday 8am deadline. Assignments submitted after the deadline (ie. submitted at 8:01am and later) will not be accepted for a grade unless the student meets the criteria for an excused absence.

**2. Exams:**

- There are a total of five closed-book online exams, each of which is to be taken using the Respondus Lockdown Browser.
- You must follow the exam guidelines (below) when taking exams in pre-nursing courses.
- In the weighted course average, exams are worth 18% each.
- In the exam average, exams are worth 20% each.
- Unlike the assignments, these may only be taken once.
- Exams consist of critical thinking multiple choice and multiple answer questions based on notes that are called “Required Reading Documents (RRDs),” assignments, and other provided study material.
- Tests 1, 2, 3, and 4 are 40 questions each and covers content from their respective RRDs. You will be given 60 minutes to complete these exams.
- Exam 5 is the final exam. It consists of 80 questions and is cumulative in content. You will be given 120 minutes to complete the final exam.
- You are allowed 1.5 minutes for each exam question.
- These are timed exams in which you will see and answer only one question at a time. You will not be able to go back and forth between questions.
- Deadlines are important in nursing school. You must submit your exams by the Thursday 10:00pm deadline in the syllabus. Each exam submitted by a student after the deadline (ie. submitted at 10:01pm and later) will receive a 20-point penalty.

**Using Respondus LockDown Browser and a Webcam for Online Exams**

- This course requires the use of LockDown Browser and a webcam for online exams. The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this [short video](#) to get a basic understanding of LockDown Browser and the webcam feature.
- Then download and install LockDown Browser from this link:

<http://www.respondus.com/lockdown/download.php?id=163943837>



Note: Don't download a copy of LockDown Browser from elsewhere on the Internet; those versions won't work at our institution.

- To take an online test, start LockDown Browser and navigate to the exam. (You won't be able to access the exam with a standard web browser.) For additional details on using LockDown Browser, review this Student Quick Start Guide (PDF) at:

<http://www.respondus.com/downloads/RLDB-Quick-Start-Guide-Bb-Student.pdf>

## Exam Guidelines: Spring 2019

When taking an online exam, follow these guidelines (below). **Students who fail to follow these guidelines will be notified by the coach and/or course instructor and will receive a 10-point penalty on each exam where these rules are not followed.**

- You must use a webcam for the entire exam. Do not unplug or cover the camera while testing.
- **Sit where your face is visible in the webcam for the entire exam and do not move out of the view of the camera at any time once you log into the lockdown browser. No breaks of any kind that include leaving the view of the camera (including going to the bathroom) are allowed during testing.**
- Make sure your room lighting is behind your computer or above you. When the lighting is behind you, your face is in the shadows and the system may "flag" you for potential cheating / difficulty seeing your face.
- Do not have any notes or books in the testing area. **No scratch paper is allowed.**
- Do not have an additional computer screen or any other electronics in the testing area (including tablets, phones, or smart watches). Mobile phones need to be turned off and placed in another location.
- Do not wear headphones or ear buds. Soft foam earplugs with no attached wires are permitted.
- When requested at the beginning of the exam, you must clearly show a photo ID: acceptable ID's include a Driver's License, UTA MavID, or other form of government-issued photo ID **that matches your name in Blackboard**. No other forms of photo ID's (workplace or other college or university, for example) are allowed. *Please note: you are able to verify that a picture was taken in the system. If you are unable to view the picture of your ID, please exit out of the system and try again.*
- You must clearly show your entire desktop and nearby testing area in the environment check.
  - Take as long as you need on the video to slowly and clearly show your entire testing area, including your entire desktop and the area that you are facing while taking the exam.
  - Feel free to narrate or explain what is seen in your video as needed.
  - *Please note: you are able to verify that a video was taken. If you are unable to view your recorded environment check, please exit out of the system and try again.*
  - **Once you have completed the environment scan, do not leave the view of the testing area or move any new items back into the testing area.**
- **Do not read questions out loud while testing.**
- Do not talk to anyone during your exam. No one should be in the testing area with you, including children.

**Students with a pattern of behavior that demonstrate the potential for academic dishonesty will be notified by the instructor and may be reported to the Office of Community Standards.**

### Additional Course Requirements:

1. Prerequisites for this course: BIOL 2457, 2458, CHEM 1451.
2. To be able to participate fully in assignments and exams in this course, a student must:
  - have reliable and speedy internet access. This course requires a student to have reliable internet access and fast connection speed, as he or she will be taking online tests that are timed. For more information on computer needs specific to Blackboard, please go to: <http://www.uta.edu/blackboard/students/index.php>  
Alternatively there is the UTA Help Desk 817-272-2208 or [helpdesk@uta.edu](mailto:helpdesk@uta.edu).
  - *As an online student, you are responsible for your computer equipment and the speed of the internet services you are using whether you are using your personal equipment or you choose to use public equipment (ie, a computer at UTA or public wi-fi at Starbucks). Using a slow internet connection can result in lost time on your exams and a reduced quality of your exam's video recording. This lost time can negatively impact your grade. Course instructors are not able to return "lost time" to students with a slow or inconsistent internet connection.*
  - *If you lose connection with an exam, **please attempt to re-enter the exam immediately and follow the exam guidelines each time.** The timer will continue to run "behind the scenes". Course instructors are not able to return "lost time" to students who have been kicked out of an exam. Students who demonstrate a pattern of multiple entrance into and exits out of exams may receive warnings from instructors and/or point penalties on exams.*
  - *It is a good idea as an online student to always have a back-up computer and internet plan (in case your equipment stops working) and to start an exam with plenty of time to spare so that you can "activate" your back-up plan if you need to prior to the exam deadline. Last minute problems with your computer equipment, your internet service, and / or Respondus will not be an acceptable excuse to take an exam late and without penalty. Plan ahead!!*
  - Check Blackboard & UTA email for messages and important information on a daily basis. UTA email must always be used. Instructors and coaches will not respond to e-mail messages from personal email accounts (such as gmail, etc.).
3. Students must have unswerving commitment to academic honesty.

Specific examples of maintaining academic honesty in this course include:

- Exam integrity: working alone and without notes or other resources (including electronic ones) when taking online tests. (Most of the questions are critical thinking questions, not just rote information to memorize, so answering a question correctly will entail true understanding of the content. Thus using forbidden "helpers" such as cheat sheets, etc, will not be particularly helpful anyway.)
- Assignment integrity: Active discussion of Assignments as a learning tool, such as during a study group meeting, is allowed. However, simply copying someone else's assignment answers or obtaining answers from an online website where they are posted are examples of academic dishonesty.
- Whether in regards to test-taking or assignments, all students are ethically bound to report knowledge or suspicions of dishonest behavior in this course to the course instructor.
- *Point penalties (up to a zero on the exam or an "F" in the course) may be given at the discretion of the course instructor to students who appear to be engaging in academic dishonesty. This includes but is not limited to:*

- repeated violations of the exam guidelines
  - discussing exam questions or topics with your peers in live or electronic formats
  - attempting to copy the tests in any way (ie. copying by hand, saving the tests to a personal computer, printing them out, and/or using screen shots, all of which are strictly forbidden.
  - Please note: sharing exam topics or questions via any electronic sources (such as Facebook, What's App, GroupMe, CourseHero or other similar sites) is considered to be academic dishonesty. Receiving and sharing exam topics and questions from other semesters or sections is also considered to be academic dishonesty.
- *When academic honesty is in question, 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. If this is done off-campus, the cost for proctoring will be paid for by the student. This policy applies to any and all assignments required in this course.*

**UTA College of Nursing and Health Innovation Progression Criteria:**

1. Knowledge of pharmacology and pathophysiology are essential to nursing program success.
2. If you are struggling with the course (ie. exam #1 and #2 grades that are below 65%), seek assistance from your faculty or your advisor and strongly consider dropping the course.
3. If you fail the course:
  - a. You are placed on probation and must meet with your academic advisor each semester to develop a success plan
  - b. Admission will be delayed by at least a long semester course (see chart):

Application for	Non-Passing Term	Passing Term	Eligible to re-apply
Fall 2020	Fall 2019	Spring or Summer 2020	Fall 2020
Fall 2020	Spring 2020	Summer 2020	Spring 2021
Fall 2020	Summer 2020	Fall 2020 or Spring 2021	Fall 2021

- c. You must retake the course and earn a grade of "C" or higher
  - d. The failing grade will be used to compute your nursing application/admission GPA
4. If you fail two pre-nursing courses (NURS 3365 or NURS 3366), you are not eligible to start the program for five years. Please refer to the following policies for more information:

Bachelor of Science in Nursing Policies (pre - licensure). Prerequisite and Upper- Division Nursing Program Eligibility Policies: <https://www.uta.edu/conhi/students/policy/index.php>

**NURS 3366 600 and 601 Pathophysiologic Processes: Implications For Nursing  
Course Schedule Spring 2019**

Module / Week	Date	Content, required weekly preparation/study, and what's due to submit <b>All assignment / exam deadlines are in Central Time Zone</b>
<div> <div> <b>ALERT:</b>   Weeks <b>1-5</b> have the largest amount and probably most difficult material of the whole semester. You must "dive in" right away with <i>utmost studiousness</i> or you will get behind! </div> <div>↓</div> </div>		
<p><b>General flow each module / week:</b></p> <ol style="list-style-type: none"> <li><b>REQUIRED:</b> Read Course Announcements &amp; UTA emails each day.</li> <li><b>REQUIRED:</b> Read <b>RRD</b> ("Required Reading Document").</li> <li><b>REQUIRED:</b> Weekly assignment submitted <u>by due date &amp; time</u>. (<i>Late or not submitted = zero points</i>. Review answers &amp; rationales of assignments when posted.</li> <li><b>Not required but recommended:</b> <ul style="list-style-type: none"> <li>Fill in Assignment Worksheet as a tool for Assignment Submission.</li> <li>Read "Prep" for each topic as needed, watch / listen to podcasts (lectures), review related quizlet cards, and review any additional study materials that are posted: ie. concept maps, case studies, crossword puzzles, test blueprints, etc</li> <li>Not required but recommended: attend online office hours to get your questions answered at the beginning of the course and prior to exams.</li> </ul> </li> <li><b>REQUIRED:</b> During test weeks, take test <u>by due date &amp; time</u>. (<i>Late submission = 20 point penalty. Not submitted = zero points.</i>)</li> <li>Not required but recommended: Review test review documents when posted.</li> </ol>		
1	1/22 – 1/26	<p><b>Online Office Hours: Course Orientation Sunday 1/20 at 7pm</b></p> <p><b>Orientation to course:</b> Read the following <b>REQUIRED</b> posted documents / links:</p> <ul style="list-style-type: none"> <li>Course Announcements.</li> <li>Syllabus and Important Info (left course link).</li> <li>"Patho Hacks" tab (left course link).</li> <li>"Required Reading Document" (<b>RRD #1</b>): <i>Basic Concepts of Pathophysiology &amp; Implications for Nursing, Genetic Influence in Disease, Intracellular Function and Disorders</i>.</li> <li>Do any other optional course documents / activities (as described above) to help you learn the material.</li> <li><b>Due Saturday 1/26 at 8am:</b> <ul style="list-style-type: none"> <li>Submit your attestation form</li> <li>Download the Respondus Lockdown Browser and Complete the Respondus Practice Quiz in the EXAMS folder.</li> <li>Submit Assignment #1.</li> </ul> </li> </ul>
2	1/27 – 2/2	<p><b>Online Office Hours: Q &amp; A for Test #1: Tuesday, 1/29 at 8pm.</b></p> <p><b>RRD #2:</b> <i>Alterations in Fluids &amp; Solutes, Altered Cellular and Tissue Biology; Altered Cellular Proliferation</i></p> <ul style="list-style-type: none"> <li><b>Submit Assignment #2 by 8am Tuesday 1/29.</b></li> </ul> <p>The <b>Exam 1 window will open at 4:00pm and will close at 10pm on Thursday 1/31</b>. It covers content from readings and assignments 1 &amp; 2.</p>
3	2/3 – 2/9	<p><b>RRD #3:</b> <i>Mechanisms of Defense: Inflammation &amp; Immune Function &amp; Disorders</i></p> <ul style="list-style-type: none"> <li><b>Submit Assignment #3 by 8am Tuesday 2/5.</b></li> </ul>

4	2/10 – 2/16	<b>RRD #4: Infection</b>  • <b>Submit Assignment #4 by 8am Tuesday 2/12.</b>
5	2/17 – 2/23	<b>Online Office Hours: Q &amp; A for Test #2: Tuesday, 2/19 at 8pm</b>  <b>RRD #5: Disorders of Hematologic System, Continued</b> • <b>Submit Assignment #5 by 8am Tuesday 2/19.</b>  The <b>Exam 2 window will open at 4:00pm and will at 10pm on Thursday 2/21.</b> It covers content from readings and assignments 3, 4, and 5.
6	2/24 – 3/2	<b>RRD #6: Alterations in the Circulatory System: Peripheral Vascular Disorders &amp; CV Prepcast</b> • <b>Submit Assignment #6 by 8am Tuesday 2/26</b>
7	3/3 – 3/9	<b>RRD #7: Alterations in the Circulatory System: Cardiovascular Disorders</b>  • <b>Submit Assignment #7 by 8am Tuesday 3/5</b>
8	3/10 – 3/16	<b>RRD #8: Alterations in the Pulmonary System</b> • <b>Submit Assignment #8 by 8am Tuesday 3/12</b>  <b>Please note: The drop date for this course is: 3/15/19 at 4pm</b>
9	3/17 – 3/23	<b>Online Office Hours: Q &amp; A for Test #3: Tuesday, 3/19 at 8pm</b>  <b>RRD #9: Disorders of the Genitourinary and Renal Systems</b> • <b>Submit Assignment #9 by 8am Tuesday 3/19</b>  The <b>Exam 3 window will open at 4:00pm and will at 10pm on Thursday 3/21.</b> It covers content from readings and assignments 6, 7, 8, and 9.
10	3/24 – 3/30	<b>RRD #10: Disorders of the Neurologic System</b> • <b>Submit Assignment #10 by 8am Tuesday 3/26</b> • <b>Create a final exam study plan and start it this week...</b>
11	3/31 – 4/6	<b>RRD #11: Disorders of Endocrine System</b>  • <b>Submit Assignment #11 by 8am Tuesday 4/2</b>
12	4/7 – 4/13	<b>Online Office Hours: Q &amp; A for Test #4: Tuesday, 4/9 at 8pm.</b>  <b>RRD #12: Disorders of the Gastrointestinal System</b> • <b>Submit Assignment #12 by 8am Tuesday 4/9</b>  The <b>Exam 4 window will open at 4:00pm and will at 10pm on Thursday 4/11.</b> It covers content from readings and assignments 10,11, and 12.
13	4/14 – 4/19	<b>Online Office Hours: Q &amp; A for Test #5: Tuesday, 4/16 at 7pm.</b>  <b>The Final Exam window will open at 4:00pm and will at 10pm on Thursday 4/18.</b> It is a comprehensive final exam and covers content from readings and assignments 1 - 12.

*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. ~ R. Urban, PhD, RN-BC, CCRN, CNE*