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Office Hours posted on door and will be verbally

communicated on the first day of class

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**2019-20 (*New*)**

**HPE-102**

**HEALTH & WELLNESS**

**Course Requirements & Means of Evaluation**

**Attendance**

* Attendance is worth 10pts. Each time you miss a class you will lose 5 pts. If you **miss more than four classes** you will **automatically fail** **this course**. This will be strictly enforced. Once you miss your fourth class, an email will be sent to your student email address informing you that you have failed the class due to lack of attendance. No other work will be accepted or graded once you miss your fourth class.
* Each time you are **late** you will receive a **3 pt. deduction** to your final grade. If you are late more than six times you **will automatically fail this course**. This will be strictly enforced. Once you are late six times, an email will be sent to your student email address informing you that you have failed the class due to excessive tardiness. No other work will be accepted or graded once have been late six times.
* Electronics and Technology: Texting or using any other electronic device during class time will result in a **three (3) point reduction to your final grade for each violation.**

**Book Project**  (This is OPTIONAL and if chosen you can add up to 10 pts. to your final grade. The due date for this assignment will be given in class. It will not be accepted after the due date.

**You will pick ONE from the following:**

**Project #1 ---Read and answer the questions to Readings**

 **# 2,3,4,5,6,7,8,9,10,11,and 12 from the text book**

***"BOOK of READINGS" by Nicholas DiCicco*, *Ed. D*. Revised Edition** ISBN # 978-0-7575-4866-6   **Include the following:**

**1. Title Page- one for the entire document**

**2. Title and number of reading for each reading assigned**

**3. Type the questions and answers.**

**4. Follow formatting guidelines as explained in the syllabus**

**All documents must be in Microsoft WORD format.  *Be sure to answer ALL questions for each reading.  (Look on both sides of the paper).  Any questions not answered will received a 10 pt. deduction.***

**Criteria for grading this project:**

* **Format errors will receive a 3 point deduction for each error and/or each time that error appears.**
* **Incorrect answers will receive a 3 point deduction for each question**
* **Each omitted question will receive a 10 point deduction**
* **Late assignments receive a grade of zero!!**
* **Assignments submitted using the incorrect edition of the Book of Readings will receive a 50% deduction.**

**Project #2 - Read *"Complications: A Surgeon's Notes on an Imperfect Science" by Atul Gawande,* ISBN 0-312-42170-2**

Complete a paper answering the following questions using the guidelines described in the syllabus. Including the title page, this assignment should be between 8 and 10 typed pages. Include the questions as well as the answer.  **Type the questions and answers.  Follow formatting guidelines as explained in the syllabus All documents must be in Microsoft WORD format.**

 1. Write a two-page synopsis of the book.

 2. What part of the reading concerned you the most? Explain why.

3. Explain the flaws in the education of doctors/surgeons. How can this process be improved?

4. After reading this book, do you believe that medicine is more art or more science? Explain and support your answer.

5. How have your views on medicine and science changed after reading this book?

**Criteria for grading this project:**

* **Format errors will receive a 5point deduction for each error and/or each time that an error appears.**
* **Each question is worth 20% points**
* **Each omitted question will receive a 25% point deduction**
* **Late assignments receive a grade of zero!!  Copying, cheating or plagiarizing on this assignment will result in the student FAILING THE COURSE.**

 **Project #3 - *"HOT ZONE" by Richard Preston*, ISBN 0-679-43094-6**

**Complete a paper answering the following questions using the guidelines described in the syllabus. Including the title page, this assignment should be between 8 and 10 typed pages. Include the questions as well as the answer. Type the questions and answers. Follow formatting guidelines as explained in the syllabus.  All documents must be in Microsoft WORD format.**

 1. Write a three-page synopsis of the book.

 2. Explain Bio-safety levels three and four IN DETAIL.

 3. What part of this book concerned you the most?

 4. Define and explain the effects of a filo-virus.

 5. Define virus.

6. What were the three most important things you learned from this book? Which one is most important and why?

**Criteria for grading this assignment:**

* **Format errors will receive a 5% point deduction for each error and/or each time that error appears.**
* **Each question is worth 17% points**
* **Each omitted question will receive a 22% point deduction**
* **Late assignments receive a grade of zero!!**
* **Copying, cheating or plagiarizing on this assignment will result in the student FAILING THE COURSE.**

***Project 4. "The Brain That Changes Itself" by Norman Doidge, M.D”***

***ISBN 978-014-31- 310-2***

 **Complete a paper answering the following questions using the guidelines described in the syllabus. Including the title page, this assignment should be between 8 and 10 typed pages. Include the questions as well as the answer. Type the questions and answers. Follow formatting guidelines as explained in the syllabus.  All documents must be in Microsoft WORD format.**

1. **Write a 2-3 paragraph summary of each chapter in the book. This should be at least five full pages of text.**

**2.   Define Neuroplasticity**

**3.  Which case in the book interested you the most? Why? Explain in detail your reasons for choosing**

 **this case.**

**4.  How has this book changed your view of medicine, health, science, and education? Use at least two paragraphs per topic in answering this question.**

**Criteria for grading this assignment:**

**Format errors will receive a 5% point deduction for each error and/or each time that error appears.**

**   Each question is worth 25%**

**   Each omitted question will receive a 27% deduction**

**   Late assignments receive a grade of zero!!**

**   Copying, cheating or plagiarizing on this assignment will result in the student FAILING THE COURSE.**

**Project 5.  STRONG ON DEFENSE by Sanford Strong,**

**ISBN 0-671-52293-0**

Complete a paper answering the following questions using the guidelines described in this syllabus. Including the title page, this assignment should be between 8 and 10 typed pages. Include the questions as well as the answer.

 **1. Write a three-page synopsis of the book. (30 % pts)**

 **2. Explain Strong’s approach to dealing with fear (14% pts)**

 **3. Explain Strong’s four survival rules to live by (14% pts)**

 **4. Explain Strong’s recommendations for home invasions and family survival. (14% pts)**

**5. What were the three most important things you learned from this book? (14% pts)**

 **6. Which one is the most important and why? (14% pts)**

**Criteria for grading this assignment:**

**Format errors will receive a 5% point deduction for each error and/or each time that error appears.**

**   Each omitted question will receive a 25% point deduction**

**   Late assignments receive a grade of zero!!**

**   Copying, cheating or plagiarizing on this assignment will result in the student FAILING THE COURSE.**

**There will be NO make-ups or extra-credit work given to any student who misses an assignment or turns it in late**. Assignments turned in late will receive a grade of "0".
Untyped assignments will not be accepted.

**COMPUTER/PRINTER PROBLEMS ARE NOT AN ACCEPTABLE EXCUSE!!!! It is your responsibility to make sure that all problems are resolved well before the due date.**

**Formatting Guidelines:**
All written assignments, if assigned, must contain a cover sheet with name, class, time, professor, and date.

Typed documents must use 1" margins all around, and a number 12 font, and be single-spaced with the exception of the book project which should be DOUBLE-spaced.

The book or readings assignment should contain the **questions and the answers** with each reading having a **separate** page.

If you fail to adhere to the above guidelines, your assignment will not be accepted resulting in a grade of "O."

**Cheating and plagiarism will not be tolerated and will result in failure of the course!**

**GRADING**

**Notebook**

Chapters 1 - 7 **35 pts**

**Notebook**

Chapters 11, 13, 14, 16, 17, 18, 22 **35 pts**

**In-Class activities**

(This may include group work, written assignments

or quizzes) **5 pts**

**Attendance 10 pts**

**Final Exam 15 pts**

**TOTAL………………………………………………………………….100 pts**

**Notebook -** The notebook will be collected twice each semester for review and grading. It is suggested that you obtain two separate notebooks. The first notebook will be collected after the lecture on chapter 7. It should have notes for chapters 1-7. The second notebook will be collected at the end of the semester and should cover chapters 11, 13, 14, 16, 17, 18, & 22.

Notebooks should contain notes from all lectures in the student's handwriting. The notes must be clear, legible and easily read. You may have to rewrite them for neatness. There is an outline posted on the course website. Each topic in the outline must contain the lecture notes for that area. The rubric for grading this assignment is also listed on the course website. Notes will ONLY be accepted if they are in the student's own handwriting. *There will be random tests to verify a student's handwriting. Violations will result in a zero grade for this assignment*. **Typed notes are not permitted.**

*\* Refer to the course website for the rubric that will be used to grade your exam.*

**Final Exam** - This is worth 15 pts. toward your final grade. You will be given an essay exam that includes the following:

Pick one **chapter/topic** discussed in class and:

1. Explain in detail all information from the lecture and notes on this topic. (This should be three full hand-written pages in length.)
2. Explain how you applied or could apply this knowledge to improve the quality of your life. (This should be one full hand-written page in length.)

Your answer should include all of the content on this topic that was discussed in class. Refer to the course website for the rubric that will be used to grade your exam.

**Optional Assignment – Book Project –** this will allow you to add up to 10 pts. to your final grade

You will need to submit it on the due date given for this assignment. No projects will be accepted after the due date. See above for the details of this assignment.

**Make-Up and Extra Credit**

**There will be *NO* make-ups given to any student who misses an assignment or who is absent during the class when an assignment is due. No assignments will be accepted via email.**

----Assignments turned in late will receive a penalty of minus 33 percent. An assignment is late if it is turned in after five minutes have elapsed at the start of the class period of which they are due. Any assignment turned in 1 day after the due date will not be accepted and the grade for that assignment will be a zero.

**FORMATTING GUIDELINES:**

* All assignments must be typed - untyped assignments will not be accepted.
* All assignments must contain a **cover sheet with name, class, time, professor, and date**. The name of the project must be clearly indicated on the cover sheet or **a 10 percentage point penalty will be enforced.**
* Typed documents must use 1" margins all around, and a number 12 font, and be double-spaced **a 10 percentage point penalty will be enforced .**
* All work is to be turned in on 8-1/2" x 11" white paper. Anything over one page must be stapled. If you fail to adhere to the above guidelines, your assignment will not be accepted resulting in a grade of "O."
* Conduct in class must be worthy of a college student, i.e. attentive, respectful towards others, and quiet unless addressing the professor or contributing constructively to the class. Failure to adhere to these guidelines will result in points deducted from your attendance grade and/or dismissal/withdrawal from the class.
* Cheating and plagiarism will not be tolerated (see separate handout).
* Sleeping during class will not be tolerated and will be treated as an absence. You will be asked to leave the class.
* Texting or using any other electronic device during class time will result in a three point deduction for each violation.
* Any questions concerning these policies, grades, etc. should be directed to me by meeting with me during office hours (posted on my office door - Papiano Gymnasium, Room 118) or seeing me **AFTER** class.
* A letter grade will be assigned according to the following guidelines:

A = 91 - 100

B = 81 - 90

C = 71 - 80

D = 61 - 70

F = below 61

**Textbook:** Edlin, Golanty and Brown, Health & Wellness, 13th Ed.,

ISBN: 978-1-284-14413-0

**PLAGIARISM & CHEATING**

**Plagiarism**

Any written assignment presented by a student in fulfillment of course requirements must reflect his/her own work unless credit is properly given to others. Failure to do so is plagiarism. Anyone who assists another in such academic dishonesty is equally responsible. The act of plagiarism will result in a grade of "F" in the course.

**Cheating**

Any student caught cheating will receive a grade of "F" in the course. Cheating consists of student actions including, but not limited to:

* Copying from extraneous materials, such as notebooks, textbooks, or other kinds of written materials (including the work of other students) or recorded materials unless specifically permitted by the instructor.
* Looking at another student's test, answers, or papers and copying them as your own work.

**Electronic Cheating**

Any student who uses an electronic medium to violate authorial integrity, including plagiarism, invasion of privacy, unauthorized access, and copyright violation, will be open to disciplinary action, which includes a grade of "F" in the class.

**Non-Print Product Misrepresentation**

Students must identify any part of an assignment which uses the product of another and give credit for this work. Failure to do so is a form of stealing known as product misrepresentation. Anyone who represents the work of another as his or her own, or anyone who assists another in this act, will receive a grade of "F" in the course.

**PENALTY** - Any student caught in violation of the above will receive a grade of "F" in the course.

**Health and Wellness Signature Page**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My signature below indicates that I **understand the requirements and course policies** of Health &

Wellness (HPE 102) and that I had the opportunity to ask questions regarding this document. I fully

understand how my grade is calculated and how my attendance, lateness and other behaviors impact my

grade for this course. I understand and accept how my grade will be calculated.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_