

***DON'T LOSE THESE PAPERS. The syllabus is a contract.***

**Montgomery College  
Department of Health Enhancement, Exercise Science, and Physical Education**

**HLTH212 Controlling Stress and Tension**

**Instructor:**

**Office:**

**Phone:**

**E-mail:**

**Office hours:**

**I. GENERAL COURSE INFORMATION**

A basic understanding of the physiology and psychology of the stress response and how stress affects individuals will be the focus of this course. Course topics include physiology of the stress response and its effect on wellness especially physical and mental health; current theoretical models concerning sources of stress, coping and adapting; and strategies for the prevention and management of stress. Students will have opportunities for self-assessment and development of personalized coping strategies. *Assessment Level(s): [ENGL 101/ENGL 101A](#). Three hours each week. Formerly HE 202. 3 semester hours*

**Course Outcomes:**

Upon course completion, a student will be able to:

- Describe the psychology and physiology of the stress response and how stress affects the physical, psychological, intellectual, social and emotional aspects of the total person.
- Identify and examine current theories and research on the causes and impact of stress on the individual and family, community and the larger society.
- Evaluate the relationship between the physiological, psychological, and emotional responses to stress and analyze how culture, society, and individual experiences affect perception, beliefs, and expectations.
- Examine the impact of the individual's reactions to stress and how this impacts the family, work, and community.
- Describe and explain the relationship of effective coping strategies to a healthier life.
- Identify, practice, and evaluate a variety of stress management strategies.
- Design a personalized stress management plan that includes short term and long term goals.

**General Education Requirements**

HLTH 212 can fulfill a General Education requirement. Montgomery College's General Education program is designed to ensure that students have the skills, knowledge, and attitudes to carry them successfully through their work and personal lives. This course provides multiple opportunities to develop the following competencies: critical analysis and reason, written and oral communications, and personal, social, and civic awareness. How HLTH 212 fits in to the General Education Program depends on the requirements of your chosen major and when you started taking classes at the college. See a counselor or check online at [General Education Program](#) to see how this course fulfills your general education requirement.

## Required Text:

- Chen, David (2017). *Stress management and prevention 3<sup>rd</sup> ed.* New York: Routledge.
- **ISBN:** 9781138906280 (paper) 978-1-315-69559-4 (e-book)
- Publisher Contact Information - <https://www.routledge.com/info/contact>

This book is available in print or as an e-book.

## Course Blackboard Site

- Go to <http://www.montgomerycollege.edu> and click on Access MyMC
- Click on the Blackboard button to gain access to the class Blackboard site.
- Various course materials, syllabus, assignments and course notes are posted.  
**Students are responsible for checking the site frequently.**
- If during the course you experience a technological problem with Blackboard, you need to follow the procedures below. Following these correct procedures may allow you to re-submit an assignment or be granted an extension to a course deadline (if necessary) depending on the circumstances and approval from your professor.
- Call the Blackboard Help Desk at 240-567-7222 to report your problem.
- Write down the work order number received from the Blackboard Help Desk.
- Send an email to your professor identifying: the date and time of the phone call, the work order number, the nature of the problem, the steps to resolution suggested by Blackboard and the outcome of the phone call. This email must be sent within 1 hour of contacting the Blackboard Help Desk.
- \*If in doubt, contact the Blackboard Help Desk if you are experiencing a problem. Students who do not follow the instructions above will not be able to resubmit work due to technical errors.

## II. COURSE REQUIREMENTS

**A. Requirements:** Read assigned material, complete assignments and take the exams.

### **B. Course Grade**

Homework and class assignments	250 points
4 exams	<u>250 points</u>
Total	500 points

450-500 points	=	A
400-449 points	=	B
350-399 points	=	C
300-349 points	=	D
0 -299 points	=	F

### ***Homework and classroom assignments (50% of class grade)***

Assignments can be given and completed in class, or they will be given as homework to be turned in

at a later date. In class assignments may include reflection assignments, relaxation responses, review questions and activities related to the current chapter. *If you are not present on a day when an in-class assignment is given, you may not be able to make the assignment up.*

Homework assignments will be self-assessments, critical thinking assignments or other written assignments. Homework assignments will be posted on Blackboard course site and they are due at the beginning of class on the due date. Due dates will be clearly communicated in class, in your syllabus and on Blackboard.

***Stress Management Plan*** - Each student will complete a personal stress management plan by the end of the semester. Students will develop these plans based on personal assessments and needs, knowledge acquired in class, community resources, and personal experiences with relaxation techniques. More information will be given about this plan later in the course.

### ***Exams (50%)***

There will be four non-cumulative exams worth a total of 250 points. Each exam may consist of multiple choice, true/false, matching, and short answer questions. Exams will cover all material presented in class (lecture, discussions, and videos) and reading assignments. See make up policy on page four of the syllabus for making up a missed exam.

## **III. COLLEGE-WIDE POLICIES AND PROCEDURES**

### **Important Links for Students**

<http://cms.montgomerycollege.edu/mcsyllabus/>

These areas are included under the link [Academic calendar](#)

When are midterm exams? When are final exams?

### **ADA Information and Compliance**

### **Alert Montgomery System**

Sign up for Alert Montgomery the official emergency communications service for Montgomery County, MD. During a major crisis, emergency or severe weather event, Montgomery County officials can send event updates, warnings and instructions directly to you on any of your devices.

### **Code of Conduct**

If you have questions regarding behavioral expectations.

### **Counseling & Advising**

Academic advising and counseling.

### **Disability Support Services**

If you are requesting a reasonable accommodation related to a disability.

### **Forms**

Graduation, involuntary withdraw, change of major, appeals.

### Learning Centers and Academic Support Centers

If you are a student who would benefit from tutoring and/or support in reading, writing languages, mathematics, Science, and Technology.

### Safety, Security, & Emergency Operations Plan

Contacts for security offices, Emergency guidelines & procedures, evacuations, Montgomery College Alert, Emergency Guidelines for Individuals with Disabilities

### Sexual Harassment or Discrimination

Office of Equity and Diversity.

### IV. STUDENT EMAIL

**Student e-mail (via Blackboard Course Mail) is the official means of online communication for this course.** IMPORTANT: emails do not express tone of voice or body language so strive to use careful wording to convey your desired message. Please take an extra minute when sending an e-mail to think about what you want to say, spell-check your email, and use appropriate, courteous, and professional language. Your professor will strive to do the same in all communications. Emails will be answered within 24 -48 hours during week days. If an email is sent during a weekend or holiday, please expect a reply the following working day.

In addition, if you need to send an email through the college email account, please list HLTH212 in the subject line and make sure to identify yourself.

### V. ATTENDANCE

*Students are expected to arrive to class on time.* You are responsible for checking in with a *classmate* to determine work missed during an absence or if you are late. I usually give announcements and changes to the schedule at the beginning of class. Remember, missed in- class assignments cannot always be made up. Therefore, missing classes will definitely affect your grade.

I reserve the right to drop students for excessive absences as defined in the Student Code of Conduct.

### VI. MAKE-UP WORK

If you know that you will be missing an exam ahead of time, you must speak with me at least one week before the exam in order to take the exam at an alternate time. If an emergency occurs on the day of the exam, you must contact me within 24 hours of the exam. You must have documentation for your absence (tow truck receipt, accident report, or proof of emergency room visit from THAT day). No make-up will be given without the proper documentation. If you are not present on a day when an in-class assignment is given, you may not be able to make the assignment up.

### VII. DUE DATES

Deadlines and due dates are not negotiable. If you are absent, submit your assignment through the assignment drop box in Blackboard by the beginning of class so you are eligible for full credit. If you do not turn your assignment in on time, you will have until midnight on the due date to email it to me. However, you will automatically receive **up to 50% deduction** for the assignment if it is not turned in by the beginning of the class period on the day it is due. Assignments will NOT be accepted after midnight on the date due unless you have a documented emergency.

## **VIII. REFUND AND WITHDRAWAL DATES**

Last day to withdraw and receive a refund -

Last day to withdraw with no grade –

Last day to withdraw with a grade of W –

### Additional Information

- Class readings should be completed prior to the class session for which they are assigned.
- Be responsible for obtaining any information and class notes from another classmate if you miss class, or attend another section.
- Be respectful of everyone in the classroom
- If you have questions or concerns about your grade, please see me as soon as possible. Nothing can be done if you wait until the last week of class.
- There is no curve in this class.
- Schedule is subject to change.

**The course schedule is on the next page**

### Tentative Schedule

<b>Week/ Dates</b>	<b>Topic Covered and Tests:</b>	<b>Relaxation Technique</b>	<b>Assigned Readings</b>	<b>Assignments Due</b>
1	Intro to class <b>Ch. 1</b> The Meaning of Stress	Relaxation Breathing	<b>Chapter 1</b>	
2	<b>Ch. 2</b> The Body's Reaction to Stress		<b>Chapter 2</b>	<b>Assignment 1 Due</b>
3	<b>Ch. 2</b> continued <b>Ch. 3</b> Stress Across the Lifespan	Meditation	<b>Chapter 3</b>	<b>Assignment 2 Due</b>
4	<b>Ch. 3</b> continued  <b>Test #1</b>		<b>Chapter 4</b>	
5	<b>Ch. 4</b> Adaptive and Maladaptive Behavior	Progressive Muscle Relaxation		<b>Assignment 3 Due</b>
6	<b>Ch. 5</b> Individual and Cultural Differences		<b>Chapter 5</b>	
7	<b>Ch. 6</b> Challenging Stressful Thinking	Guided Imagery	<b>Chapter 6</b>	<b>Assignment 4 Due</b>
8	<b>Ch. 7</b> Problem Solving and Time Management <b>Test #2</b>		<b>Chapter 7</b>	
9	<b>Ch. 8</b> Psychological and Spiritual Relaxation Methods <b>Ch. 9</b> Physical Methods for Stress Reduction	Mindfulness	<b>Chapter 8</b>  <b>Chapter 9</b>	<b>Assignment 5 Due</b>
10	<b>Ch. 9</b> continued <b>Ch. 10</b> Preparing for the Future: College/ Occupational Stress		<b>Chapter 10</b>	<b>Assignment 6</b>
11	<b>Ch. 11</b> Care of the Self: Nutrition and Other Lifestyle Issues	Yoga	<b>Chapter 11</b>	
12	<b>Test #3</b> <b>Ch. 12</b> Stress and Conflict in Relationships	Autogenics	<b>Chapter 12</b>	<b>Assignment 7 Due</b>
13	<b>Ch. 12</b> continued			
14	<b>Ch. 13</b> Resilience and Stress	Imagery	<b>Chapter 13</b>	<b>Stress Management Plan Due</b>
15	<b>Ch. 14</b> Optimal Function to Make Changes Last		<b>Chapter 14</b>	
16	<b>Test #4</b>			