

MONTGOMERY COLLEGE
Course Syllabus
Department of Health Enhancement
HLTH 105: Personal and Community Health
Spring 2018

Contact Information

Your instructor's contact information is listed on the "Instructor information" page in the "start here" module.

During the course, all email communication should be done through Blackboard.

The only exception is if you are unable to access the course. If you cannot access the class, you must contact the help desk **before** emailing the instructor.

- Please note that you should not expect an immediate response to emails.
- It may take up to **2 business days** for your instructor to respond.

II. General Course Information

HLTH 105: Personal and Community Health (3 credit on-line course)

Multiple CRNs

Examines the meaning and significance of physical, mental, and social health as related to the individual, society, and the influence they have on each other's behavior and function. The student will use a variety of methods to collect, analyze, interpret, and apply data and information as it relates to health behaviors and the outcomes of these behaviors have on college students, young people, and the local and global communities. (GEIR) Assessment Level(s): ENGL 101/ENGL 101A . Three hours each week. Formerly HE 101.
 3.000 Credit hours

III. Common Course Student Learning Outcomes

Upon completion of the course, the student will be able to:

- Demonstrate knowledge of current, factual information regarding health issues.
- Evaluate personal attitudes and beliefs that may influence health behavior and health status.
- Explain the significance of personal health to society.
- Identify factors that affect their own health.
- Identify specific health problems of college student and adolescents.

IV. Texts, Workbooks, and Supplies

Required

Hales, D. (2018). *An invitation to health. Build your future. Brief edition.* (10th edition). Australia: Wadsworth Cengage Learning. Please purchase the E-Book without

MindTap as it is considerable less expensive. You may always purchase the hard copy of the book, of course.

This book may not be available on all campuses. Please make sure that you are purchasing the right book and correct edition.

V. Course Requirements

In order to be able to continue in the course and have access to all of the modules, students must successfully complete all six tasks in the orientation module. This must be done by 11:59 PM on September 16 so that they the student may have access to Modules 1 – 8 and the Family Tree Modules before the first due date.

It may take two business days for students to gain access to all of the modules once they successfully complete the entire orientation module. Any due dates or work the student misses because of a failure to successfully complete the orientation module by September 16 will NOT be able to be made up.

A. Course grade:

Quizzes	13 @ 20 points each	260 points
Assignments	7 @ 10 points each	70 points
Discussion board	7 @ 10 points each	70 points
Family Tree Project		100 points
Total		500 points

Quizzes (260 points)

Students are responsible for reading and studying each chapter. There is a quiz for each assigned chapter that must be completed by the due date listed on the course schedule. All quizzes are open book, although it is expected that students will have read the chapter prior to taking the quiz. The quizzes are located within the modules.

You can only open a quiz once.

Each question is worth 1 point. Once you start a quiz you have 20 minutes to finish it.

- There are 15 quizzes throughout the course.
- Two quizzes will be dropped from the final grade.
- The due dates are listed on the course schedule, which is located in the "start here" module.

Assignments (70 points)

Students will be asked to complete a variety of personal assessments and assignments. These assignments must be submitted by the due date listed for the chapter. The assignments are located within each module. You may submit an assignment multiple times before the due date, but the last one submitted is the one that will be graded. Assignments must be uploaded into the submission link within the module to receive credit.

Points will be given based on the quality of the response, not necessarily the quantity, although your answers should be more than five sentences.

There are 8 assignments throughout the course, and one will be dropped for the final grade. The due dates are listed on the course schedule, which is located in the "start here" module.

Discussion board (70 points)

There is one discussion board per module. Once the previous module's due date passes, the discussion board for the next module will become available.

Each student is responsible for posting to each discussion board **at least twice**. **At least one post must be a response to another student's post**. The contribution should be meaningful and contribute to the ongoing discussion.

Once a discussion board topic is removed, you cannot receive credit for it. All discussion board postings must be posted on the discussion board under the appropriate topic.

Discussions are designed to facilitate learning through posting about course concepts. This is also an excellent way to become more comfortable with the class and to make the course more enjoyable. Please take the time to read all posts that go up before yours.

Your first two posts can earn a maximum of 5 points each, for a maximum of 10 points per discussion board. There are 8 discussion boards during the semester, and 1 of the discussion boards will be dropped for the final grade.

Family Tree Project (100 points)

The Family Tree will be completed in three parts.

You must turn in all three parts in order to receive full credit. If you miss part one of the family tree, you may turn it in in order to submit part two, but you will receive a grade of 0 on part one. This way, you may still complete the signature assignment for the class.

An overview of the Family Tree Project can be found in the Family Tree Project Part 1 Module. Note: this project will only become available once you successfully complete the orientation module.

Detailed Information on each part can be found in the corresponding module.

Standards

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

B. Late and Make-up Policy for Coursework **Make-up Policy**

If an emergency happens, you have 24 hours from the time the work was due to get in contact with me. You must have written documentation for your emergency. No extensions will be given without the proper documentation. If you are having technical problems, you must follow the procedures listed at the end of this document in order to be eligible for making up missed work.

Late Policy

No work will be accepted late. Deadlines and due dates are not negotiable.

VI. Policies and Procedures

A. Important student information link

In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The **link below provides** information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.

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

B. Academic Honesty

Acts of cheating, fabrication, plagiarism, and helping others to commit such acts are all forms of academic dishonesty. Acts of academic dishonesty could result in a disciplinary action that may include, but is not limited to receiving an “F” on the assignment, receiving an “F” in the course, suspension or dismissal. The instructor will determine what action will be taken. Consult the *Montgomery College Academic Regulations and Student Code of Conduct* for further information.

C. Attendance Policy

You are expected to log in to the class and read email at least twice a week. If 5 consecutive business days pass, and you do not log into the class, you may be denied access to the course and then dropped. If a student decides that they no longer want to participate in the course, withdrawal by the appropriate “drop” date is ultimately the responsibility of the student.

D. Audit Policy

All students registered for audit are required to consult with the instructor before or during the first week of class in which they are in audit status, and students are required to participate in all course activities unless otherwise agreed upon by the student and instructor at the time of consultation. Failure to consult with the instructor or to so participate may result in the grade of “W” being awarded. This action may be taken by the instructor by changing the “AU” to “W” before the drop with “W” date.

E. Support Services

Any student who may need an accommodation due to a disability should make an appointment to speak to me, either by phone or in person. A letter from Disability Support Services (R-CB122; G-SA175; or TP-ST120) authorizing your accommodations is required, and should be submitted as soon as possible. This letter must be submitted via email. Due to the additional time required to make accommodations, the letter must be received two (2) business days before a quiz in order to receive additional time.

F. Communication

During the course, all email communication should be done through Blackboard. The only exception is if you are unable to access the course. If you cannot access the class, you must contact the help desk **before** you email the instructor. Any e-mail sent to the instructor's outside email address, that does not involve being unable to open the class website, will be deleted.

If you are in the process of addressing an issue with a professor, then you are expected to return emails within 2 business days or the matter will be considered closed.

What to do if you have a problem with Blackboard

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.

1. Call the Montgomery College IT Help Desk at 240-567-7222 to report your problem at the time the problem occurs.

Do not email the help desk, as emailed problems cannot be addressed immediately.

Leave enough time to fix the problem. Some technological issues may take a while to fix (30+ minutes).

If you do not contact the help desk when the problem occurs, you will not be allowed to submit missed work.

2. Write down the work order number received from the IT Help Desk.

3. 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 the Help Desk and the outcome of the phone call.

This email must be sent within 2 hours of contacting the Help Desk.