## HES100 HEALTHFUL LIVING

Course Date: Jan 22 – April 20th 2018
Instructor: Joann Pell, M.S., R.D.
Format: Online
Office: FW-12 Phone: 623.845.3804
Email: joann.pell@gccaz.edu
Canvas Address: https://maricopa.instructure.com
Online Virtual Office Hours: Sundays from 9-10p, Mondays from 8-9a, Tues and Thurs from 12-1p
Textbook: None required

## WELCOME

Welcome to HES 100, Healthful Living Online! This 13-week class will give you the opportunity to explore many facets of your personal health and wellness. It is designed to give you a chance to reflect on your current health habits in a variety of areas (nutrition, fitness, relationships, stress management, sexual health, HIV/AIDS, immunity, cancer & cardiovascular health to name a few), learn about the "gold standard" of health in each area and to think/explore & question how this information impacts your health.

## ABOUT ONLINE CLASSES

This online course follows a semi-structured format. It **IS NOT** an open entry-open exit class. There are due dates for assignments, discussion questions and projects. **You must log in to Canvas and complete all activities in Orientation Modules A & B by Friday, Jan 26th or you will be dropped from the course.** No exceptions! There are penalties for late postings of any class requirements listed below. Students will be evaluated on quizzes, assignments and completeness of discussion question responses and projects. Is an online class right for you? Take this quiz!

## COURSE DESCRIPTION

Health and wellness and their application to an optimal life style. Explores current topics of interest such as stress management, nutrition, fitness, and environmental health. Evaluates common risk factors associated with modern lifestyles. Prerequisites: None.

## COURSE OBJECTIVE

MCCCD Official Course Competencies are listed here.

## TEXTBOOK

There is NO textbook required for this course. We will be using an Open Educational Resource (OER) approach that includes "Readings" provided in each module and content from the internet.

## ACCESSING USERNAMES AND PASSWORDS FOR CANVAS

You need a MEID (Maricopa Enterprise ID) username /password for Canvas entrance. Go to: https://eims.maricopa.edu/MAW/S0lookupid.pl. You are now at the SPAT tool (Student Personal Administration Tool). Follow instructions to enter your information and obtain your username/password.

## USING CANVAS.

Access Canvas Guides here: https://community.canvaslms.com/docs/DOC-10701

## CANVAS HELP

24x7 Toll Free Support Line: 1-888-994-4433

## STUDENT HELP

The student help desk is located in High Tech Center 1, (HT1) on GCC Campus. The webpage is: http://www2.gccaz.edu/content/technology-service-desk. Phone # is: 623.845.3555. The student help desk can assist you with student email, Canvas or general questions regarding software you are using for the course. Contact your INSTRUCTOR for questions or problems with grading or course content!

## SPECIAL NEEDS

If you have any disabilities which may hinder your learning the material presented in this class, please set up an appointment with special services and complete the appropriate forms as soon as possible.
DRS staff can be reached at the Disability Services office, located in TDS-100. Telephone: (623) 845-3080. Video Phone for the Deaf (623)-845-3083 or 1-(866)-869-7383. Or email drsfrontdesk@gccaz.edu

## TIPS TO GET STARTED

Online classes require diligent work, even more so than a traditional face to face class... Expect to spend about 10-12 hours per week on this course. Please check your announcements and modules pages in Canvas often.

## COMMUNICATION

Communicate with instructor via email or virtual office hours. When emailing, please make sure you use your school email address via Canvas! Please review these guidelines and set up forwarding if you desire. You can access your Gmail at: https://google.maricopa.edu/.
You can phone my land office (FW-12) at 623.845.3804 but I prefer email and virtual chat as the main form of communication for this course.

## WILL I NEED TO VISIT THE GCC CAMPUS "IN PERSON"?

Students will not be required to come to the GCC campus unless they choose to use the campus computer labs to complete their assignments. Communication and completion of course requirements can be done entirely online.

## WHAT TYPE OF COMPUTER EQUIPMENT AND COMPUTER SKILLS DO I NEED?

Students should be able to send and receive email. Students should be able to create a word document or PDF. Students should be able to navigate web pages via an internet browser. You should be able to take a photo or record a short video using a webcam or video component on a cell phone, tablet or computer. Students can complete this course on campus (in the High-Tech Centers) or off campus (must have access to a computer and the Internet and have an updated browser (Chrome, Firefox or Safari)

## LOGGING IN & MAINTAINING STATUS IN THE CLASS

You must log in to Canvas and complete Orientation Modules A & B by FRIDAY Jan 26th. Otherwise, you will be withdrawn. No exceptions! You need to meet the requirements of the class and submit assignments on time or you will not pass this class. Not posting required course work or absent logins at Canvas for 2 consecutive weeks will result in a Withdrawal or "F" grade in the course.

## FINANCIAL AID WARNING

If you are receiving financial aid of any kind, it is your responsibility to protect your eligibility to receive financial aid by meeting the requirements of this class. Students who fail to submit timely assignments will be withdrawn from the course.

## TECHNOLOGY PROBLEMS

Please do not wait until the last minute to post assignments or any other course requirement. Online classes have their 'inherent ' limitations.... computer crashing, servers crashing...etc! Leave yourself enough time to deal with these problems if they arise! Penalty points for late postings will be assessed regardless of the problem.

**Canvas 24x7 Toll Free Support Line: 1-888-994-4433**

## SYLLABUS CHANGES

From time to time, changes may be made in the syllabus to accommodate class changes and enhance learning. Changes will be communicated to students via email and course messages.

## LATE WORK POLICY

Quizzes, discussions, projects and assignments (work) should be completed by due date. Work submitted past the due date will be assessed a 5 point penalty for each late day. Work posted 4 days or more past the due date will be given a zero.

## STUFF HAPPENS PASS

Students can use a "stuff happens" pass once during the course to remove late penalties from quizzes, discussions, projects or assignments if it is turned in within 1 week of due date. Stuff happens pass option can't be used to submit work past end of the course (4/20). Please email me if you need to use your pass. Students that do not use the pass will receive 10 extra credit points at the end of the semester.

## COURSE READING

Topic readings are in each module and should be read prior to completing quizzes, assignments, projects and discussion forums.

## EXTRA CREDIT

Unused stuff happens pass will count as 10 extra credit points
Complete 2 assignments located in the Extra Credit Module - 10 points each

## SPELLING/ GRAMMAR

I expect all materials and documents submitted to be spell checked and error free. Points will be lost for mis-spellings and poor grammar. Please avoid using "chat" or "texting type" abbreviations.

## PLAGIARISM

I expect every student to produce his/her original, unique, independent work. The internet has volumes of material. Please do not copy, cut & paste material directly from the internet to your assignments or copy from another student. I use Turnitin to evaluate postings and assignments! I expect you to read and summarize in your own words. A warning and 10 point deduction from the assignment will be assessed for the 1st infraction. The student will be assessed an F and dropped from the course for the 2nd infraction.
Any student whose work indicates a violation of the MCCCD Academic Misconduct Policy (cheating, plagiarism) can expect penalties as specified in the Student Handbook, which is available through Student Services at 623.845.3812.

## GRADING POLICY/POINTS AVAILABLE

There are 550 points available in this course. Please see course outline below and Canvas syllabus for specific assignments and activities. Grading rubrics (located in Canvas) are used for most assignments and activities.

All assignments, quizzes, discussions, projects and the final course grade will be determined by the following scale: 90 - 100% = A 80 - 89% = B 70 - 79% = C 60 - 69% = D* < 59% = F*

## GRADING SCHEDULE

**Assignments/quizzes**" are graded within 24-48 hours of posting. Comments will be placed in your gradebook.
**Discussion forum**s are graded bi- weekly or in "bulk" ...generally on Wednesdays and the weekends.
**Projects** are graded within 72 hours after due date.

Please feel free to email me with any questions or concerns or log into the virtual office chat. Check your grade book often and email me if a grade is missing!

## STUDENT RESPONSIBILITY

Every student is expected to know and comply with all current published policies, rules and regulations as printed in the college catalog (http://www2.gccaz.edu/gcc-catalog), class schedule, and/or student handbook (http://www2.gccaz.edu/student-life/office-student-life/student-handbook)."

## SEXUAL HARRASSMENT POLICY

"Sexual harassment is any unwelcome, verbal or physical conduct of a sexual nature that is sufficiently severe, persistent or pervasive that it alters working conditions and creates a hostile environment or reasonably interferes with, limits, or deprives a student of the ability to participate in or benefit from any educational program or activity.
Sexual harassment and discrimination in any college education program or activity are prohibited. Sexual Harassment may include hostile environment harassment, sexual assault, inducing incapacitation for sexual purposes, sexual exploitation or dating violence and stalking.

Students should report any discrimination and/or harassment they experience and/or observe to the GCC Office of Student Life in the Student Union. Phone (623) 845-3525 or email laura.dodrill@gccaz.edu.
To view the full Sexual Harassment Policy refer to the Student Handbook, Sexual Harassment Policy for Students (AR 2.4.4) (see also 5.1.8)."

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# HES 100 Healthful Living Online Syllabus
# Section 13339 GCC Main Spring 2018

## HES 100 CALENDAR SECTION 13339

| | | |
|---|---|---|
| Fri Jan 26, 2018 | Orientation Quiz | due by 11:59pm |
| Sun Jan 28, 2018 | Describe yourself! | due by 11:59pm |
| | Pre Life Expectancy Assessment | due by 11:59pm |
| Wed Jan 31, 2018 | Health Information on the Web | due by 11:59pm |
| Fri Feb 2, 2018 | Evaluate a Health Blog Post Using CARBS | due by 11:59pm |
| Sun Feb 4, 2018 | Nutrition Quiz | due by 11:59pm |
| Wed Feb 7, 2018 | Evaluate a Food Label | due by 11:59pm |
| Fri Feb 9, 2018 | Evaluate a Nutrition Article Using CARBS | due by 11:59pm |
| Sun Feb 11, 2018 | Weight Management Quiz | due by 11:59pm |
| Wed Feb 14, 2018 | Body Image Evaluation | due by 11:59pm |
| Fri Feb 16, 2018 | Weight Loss Advertisement Evaluation | due by 11:59pm |
| Sun Feb 18, 2018 | Exercise and Fitness Quiz | due by 11:59pm |
| Fri Feb 23, 2018 | Healthful Practices Post | due by 11:59pm |
| Sun Feb 25, 2018 | Stress Quiz | due by 11:59pm |
| Wed Feb 28, 2018 | Stress Evaluation | due by 11:59pm |
| Fri Mar 2, 2018 | Relaxation Techniques | due by 11:59pm |
| Sun Mar 4, 2018 | Mental Health & Illness | due by 11:59pm |
| Wed Mar 7, 2018 | Mental Illness Exploration | due by 11:59pm |
| Fri Mar 9, 2018 | Happiness | due by 11:59pm |

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| Sun Mar 18, 2018 | Personal Communication Evaluation | due by 11:59pm |
| Wed Mar 21, 2018 | How To Improve Conversations | due by 11:59pm |
| Fri Mar 23, 2018 | Relationships and Social Media | due by 11:59pm |
| Sun Mar 25, 2018 | Sexuality Quiz | due by 11:59pm |
| | Sexuality Reflection | due by 11:59pm |
| Wed Mar 28, 2018 | Sexually Transmitted Diseases Quiz | due by 11:59pm |
| Fri Mar 30, 2018 | Sexually Transmitted Disease Case Study | due by 11:59pm |
| Sun Apr 1, 2018 | Alcohol Quiz | due by 11:59pm |
| Wed Apr 4, 2018 | Calculate a Safe Drink Rate | due by 11:59pm |
| Fri Apr 6, 2018 | Alcohol | due by 11:59pm |
| Sun Apr 8, 2018 | Drugs Quiz | due by 11:59pm |
| Wed Apr 11, 2018 | Family Health Tree Project | due by 11:59pm |
| Sun Apr 15, 2018 | Disease Exploration | due by 11:59pm |
| Tue Apr 17, 2018 | Recipe for Health | due by 11:59pm |
| Fri Apr 20, 2018 | Post Life Expectancy Assessment | due by 11:59pm |
| | Recipe for Health Class e-book | due by 11:59pm |
| | Activities of Daily Living and Sit Time! | |
| | Alternative Medicine: An Overview | |
| | Stuff Happens Pass | |
| | Vaccines: Hard Questions Answered | |