

Health 11: Principles of Healthful Living
West Los Angeles College # 8073
FALL 2013
SYLLABUS

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Please note that you are not to email the instructor, unless there is an emergency.

You can send messages to the instructor through the online course.

Office Hours: Online, by appointment only.

Meeting Times & Places

- Entirely ONLINE
- February 4, 2013 to June 3, 2013
- Midterm: Wednesday, March 27, 2013
- Final: Wednesday, May 29, 2013

Text

Health, The Basics, 9th edition, by R. J. Donatelle.

There is a WLAC version of this textbook available at the textbook store. I recommend shopping online for a better deal. If you decide to use an older edition of the book, please note

the differences in the numbering and some information in the chapters.

Course Description

This course implements World Health Organization's (WHO) definition of health that

"Health is

a state of complete physical, mental and social well-being, and not merely the absence of

disease." In this course, you will gain knowledge and learn principles to function and adapt to

healthy living. Some of the topics covered in this course include fitness, nutrition, cancer,

cardiovascular disease, alcohol, tobacco, sexuality, drugs, infectious diseases and healthy aging.

Course Objectives

At the conclusion of the course, the student will be able to:

1. Demonstrate understanding of health principles from a wide variety of aspects from nutrition to aging.
2. Demonstrate understanding of self-responsibility for personal health and wellness.
3. Understand implications of personal and societal behavior on diseases and disease prevention.

Course Evaluation

This course will not be graded on a straight scale. The examinations will more than likely be

graded on a curve; however this may not apply to the quizzes and the projects. A cumulative

score will be assigned at the end of the course, and the final grade will be determined based on

that score.

Please note that the course is based on discussion from Academic Forums, quizzes, assignments, and examinations.

The following is a breakdown of the course requirements:

Exams

There are two examinations scheduled for this course, as well as 10 quizzes.

Additionally, there

will be a mandatory quiz that has to be taken during the first week of school. The mandatory

quiz is not graded.

The midterm is due on Wednesday, March 27, 2013, and the final is due on

Wednesday, May 29,

2013.

Each exam will be given in three parts. Two of the parts are entirely multiple choice questions,

and the last part will be in short answer format.

Make-up examinations/quizzes will not be administered. Only under special circumstances,

other arrangements may be permitted.

Please note that there is very little flexibility for changes regarding the date and time for the

examination. Therefore, make appropriate plans now to take the exams as scheduled.

Midterm

The midterm will cover material in Modules 2 to 7. It is worth 27% of your grade.

Please note that the midterm is scheduled for **Wednesday, March 27, 2013, from**

10am to

10pm, entirely online.

Final

The final will cover material Modules 9 to 15. It is worth 27% of your grade. Please note that

the final is scheduled for **Wednesday, May 29, 2013, from 10am to 10pm, entirely online.**

Please note that there is very little flexibility for changes regarding the date and time for the

examination. Therefore, make appropriate plans now to take the exams as scheduled.

Quizzes

Mandatory quiz

This quiz must be taken prior to taking any other quiz for the course. This quiz will test your

knowledge of the course requirements, which is covered in the SYLLABUS (you are reading this

now), and the SCHEDULE (which is also attached to the last page of this document).

Quizzes

The quizzes are not like typical quizzes! (Do not be alarmed!!). The quizzes have been designed

to keep you up with the reading and are scheduled on predetermined TUESDAYS.

Each quiz

will have 10 multiple-choice questions based on the lectures (i.e., Modules) and your reading

from the textbook.

You will have twelve (12) quizzes during the semester. **However, only your best 10 of the 12**

quizzes will count towards your final grade! As such, I will drop your lowest grade on the

quizzes. Additionally, if you miss one quiz or choose not to take it, it will not impact your grade

negatively (i.e., that quiz will count as your lowest one). Cumulatively, the quizzes will count

10% of your grade.

Quizzes will be taken only on Fridays (please see the SCHEDULE), and your access will only be

limited for only couple of days prior to the due date which can be found in the Schedule. If

you do not take the quiz within these hours on the date it is given (as announced in the SCHEDULE), then you will not be able to take the quiz!

Once you log on to take the quiz, you will be given only 15 minutes to answer 10 questions.

Additionally, **you will only be allowed to take any quiz once.** It is important to click submit

the quiz once you have answered all the questions. Or, if you are running out of time, I would

suggest that you submit whatever answers you have, or you will not get credit for the quiz.

Please note that it is highly important not to browse other sections of the course while you are

taking your quiz. Additionally, making sure that you have a secure connection, as well as phone

connection will be important.

Assignments

Every week we'll have an assignment directly related to the weekly class topics. Most Modules will

have a related assignment or a forum/discussion. There are 12 assignments due this semester.

However, only your best 8 of the 12 assignments will count towards your final grade! Please

make sure to check the SYLLABUS and the SCHEDULE to avoid missing points on postings

for the discussions.

Access to modules will be permitted beginning of the week for which the module is supposed to

be covered in class. Each assignment is worth maximum 5 points. Cumulatively, participation in threaded discussions is worth 28% of your grade in the course.

Each assignment must be at least a full paragraph and clearly address the topic of discussion/posting. Please do not wait until the last minute to post to the threaded discussion.

Discussion will be graded on a point scale (5 points per each assignment). Discussion grading is as follows:

Grading for Assignments:

5 = Excellent = Student clearly addresses the assignment topic; Presents understanding of readings and lecture presentations.

4 = Good.

3 = Satisfactory.

2 = Not satisfactory.

1 = Failing entry (entries).

0 = No post.

Assignments must be posted before **the end of the due date (11:30pm PST)**. We will strictly

adhere to this time deadline. Assignments are due on TUESDAYS. Please check the SCHEDULE for the due dates!

Class Forums/Discussions:

There will be four (4) class discussions directly related to topic covered in class. The posts are

due on the following predetermined dates: 2/22, 3/22, 4/26, and 5/24. Please note that all these

dates are Fridays, the fourth Friday of the next four months.

You are required to post at least twice for each discussion item. These posts may be in a form of

a commentary or observation. Please keep in mind discussion etiquette when posting in the

Academic Forums.

Make sure that you actively participate in the threaded discussions.

Grading for forums is the subsequent posts as commentaries or critiques):

5 = Very Good = Commentary/critique is well founded; Student comments at least once to other classmates.

4 = Good = Commentary/critique is founded; Student comments at least once to other classmates.

3 = Satisfactory = Commentary/critique is well founded; and/or Student comments at least once to other classmates.

2 = Not satisfactory.

wq1 = Failing entry (entries).

0 = No post.

Enrollment/Attendance Policy

Although this is an online course and you are not per se required to attend class, please remember that every visit to the online course webpage is 'attendance.'

It is your responsibility to make sure that you are enrolled (or dropped) in the course. If you turn in any assignments to me, then you will be assigned a grade at the end of the semester.

Missed Exams and Grade Appeals

Make-up examinations (for final only) will be given under special circumstances.

Documentation will be required to verify a student's claim. If a make-up exam is permitted, a different exam will be written for that student and may have a different format than the regular examination.

No make-up quizzes will be given. No exceptions! Follow protocols covered in the quizzes section.

The projects must be turned in on time and no late assignments will be accepted.

If there is a time that you believe that there is a mistake in grading of an assignment/exam, you

will have a chance to appeal your exam grade within a week after you receive your grade. If you

think this is the case, you must write a note describing the error, attach it to the original exam,

and give it to me within a week of the return of your exam. I will review your argument and my

initial grading, and then return your exam with a decision to you in a timely manner.

General Policies

It is your responsibility to make sure that you are enrolled (or dropped) in the course. If you turn

in any assignments, then you will be assigned a grade at the end of the semester. If you fail to

take either the midterm or final, then you will automatically fail the course.

Announcements:

Check announcements sent to the class here.

Access to Modules:

Access to modules will be permitted only 2 weeks before the start of the week the module is

supposed to be covered in class. You may start working on future modules as you may wish.

Communication:

Please note that you are not to email the instructor, unless there is an emergency. You can send messages to

the instructor through the online course.

When communicating with me or with any of your classmates, you must identify yourself (last

and first name). If your identifying information is missing, then your message may be delayed in

response, or not answered.

Absences:

Absences are days when the student uploads no text into the online course threaded discussion

areas. "Reading" and "logging in" do not count as attendance.

Late/missed work:

You must adhere to the due dates for all required submissions. If you miss a deadline, then you

will not get credit for that assignment/post. Try to avoid last minute submissions.

Incompletes:

No "Incompletes" will be assigned for this course unless we are at the very end of the course and

you have an extreme emergency.

Composing Submissions/Messages:

I suggest that you compose your assignments on your computer then paste them into the

submission page. This way you can retain a copy of your assignment. For your purposes, you

may want to keep a copy of the all messages. Please note that you are also required to only send

messages from the course webpage, unless it's an emergency and you must email me outside of

the course webpage.

Responding to Messages:

I will check my Messages (course e-mails) daily during the week. I will respond to course

related questions within 48 hours. Generally, I try not to answer messages on weekends.

Announcements:

I will make announcements throughout the semester, so make sure you check updated messages

in the 'Announcement' section. In most cases, I will also email the announcement to you. Make

sure that your email address is updated; otherwise you may miss important emails from me.

Safeguards:

Always back up your work on a safe place (electronic file with a backup is recommended) and

make a hard copy.

Do not wait for the last minute to do your work.

Allow time for deadlines.

Courtesy Code:

All members of the class are expected to follow rules of common courtesy in all electronic

messages and critiques. If I deem any of them to be inappropriate or offensive, I will notify you

and in some cases, this may be ground for withdrawal from the course.

Academic Dishonesty:

West Los Angeles College policies on academic dishonesty and standards of student conduct

will be enforced in this course.

Plagiarism:

Plagiarism, the presentation of someone else's words or ideas as your own, is a serious offense

and will not be tolerated in this class. The first time you plagiarize someone else's work, you

will receive a zero for that assignment. The second time you plagiarize, you will fail the course

with a notation of academic dishonesty on your official record.

Online Student Conduct Guidelines

The goal of the West Los Angeles College Distance Learning Program is to expand learning

opportunities through the use of technology and the Internet to provide a challenging and

meaningful academic environment. Student cooperation is necessary to achieve this goal.

Along with the existing Code of Student Conduct located in the Schedule of Classes, online

students have additional responsibilities.

Students are expected to submit their own work on all assignments and course-related

communications. This means that students will not:

o Cut, copy or otherwise plagiarize Internet content or the work of their online classmates or instructors.

o Allow others to copy or submit their work.

Students are expected to behave with respect toward their instructors and fellow students.

Examples of disrespectful and prohibited behavior include:

o Posting obscene material to discussion groups or to one's instructor.

o Hazing and/or derogatory remarks degrading an individual's gender, race, religion, national origin, sexual orientation, or disabled status.

o Acts of falsification, misrepresentation or deception.

o Misuse of course tools (email, threaded discussion, chat, document sharing, etc.)

o Forgery, alteration or misuse of college documents, records or identification.

o Transmission of computer viruses.

o Abuse of computer resources:

- Unauthorized access of course file
- Use of another individual's User ID and Password
- Use of unlicensed software

It is the student's responsibility to be aware of any additional policies in the course syllabus.

Offenses will result in disciplinary action in accordance with established procedures.