

HLTSC 160 Perspectives of Aging
Online Course Syllabus
Winter 2010

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Office Hours: H117 (main campus), Monday 8-9am; 11-12noon; 3-4pm; Tuesday 8-9am; 1:30-2:30pm.

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About the Course

Overview of gerontology and research methods, aging and physical changes, aging and mental changes, aging and personality, social support, social relationships, work and retirement, psychopathologies, environmental design, care-giving, death, bereavement, life satisfaction and predictions for the future.

Textbook: Paul W. Foos and M. Cherie Clark, *Human Aging*, Allyn and Bacon, 2008; ISBN: 0-205-54401-0.

Academic Policies

MCCC holds to high ideals of academic and personal honesty and expects every student to do likewise. Dishonest acts like cheating, lying and plagiarism will not be tolerated. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student's original work or ideas, the student must cite all relevant sources in the proper format. The student should also make it clear the extent to which such sources were used. Words or ideas that require citation include, but are not limited to, all hard copy or electronic publications, whether copyrighted or not, and all verbal or visual communications when the content of such communication clearly originates from an identifiable source. All submissions fall within the scope of words and ideas that require citations if used by someone other than the original author. Check with your instructor ahead of time if you have any questions regarding academic honesty. Academic dishonesty could involve but is not limited to:

1. Having a tutor or friend complete a portion of your assignments.
2. Copying work submitted by another student to a face-to-face class meeting.
3. Using information from on-line information services without proper citation.
4. Having someone assist you in answering examination questions or cases, having someone see/review/critique your answers prior to submitting those answers to the class, or obtaining or copying answers to an examination from someone else.

Grading:

A=100%-90% (860 - 774 pts); B=89.9%-80% (773 - 688 pts); C=79.9%-70% (687 - 602); D=69.9%-60% (601 - 516); E=below 60% (515 or less). The following activities will be graded:

Exams 1 -5	30% (50 points x 5 = 250 points)
Weekly Projects	42% (25 points x 15 = 375 points)
Film paper	3% (25 points x 1 = 25 points)
Participation	25% (15 points x 15 = 225 points)
Total	100% (875 points)

Communication

You may post general questions about the class in the "Ask the Professor" discussion board forum. Expect a reply within 24 hours. Email should only be used for issues that are not appropriate for the whole class (e.g., questions about your grade, constructive criticism or personal issues). When you email your instructor, please include a proper reference in the "Subject" field, any message you are responding to, and your name. If you have an emergency, please email me with the word "help" in the subject heading of the email. I will respond to your email within 24 hours. Make sure that you regularly check the email account listed for you in Blackboard. If email doesn't work, you may call the instructor during office hours (listed at top of this syllabus). You should expect a call back during those office hours. If you call outside regular office hours, expect a return call during the next scheduled office hours. Please note that I am only on campus Mondays and Tuesdays. I will not receive any phone message you leave after Tuesday until the following Monday.

Course Organization

Here's a list of the navigation links (left side of the course website) and what you'll see:

Announcements - this is where I'll post short messages about what's new or due!

Assignments - learning activities, exercises are here.

Communication - send e-mail, and the Discussion Board.

Course Documents - exams are here!!

Discussion Board - a shortcut directly to our conversations each week.

External Links - some of your activities will require you to surf to other sites.

Faculty Information - this is where you'll find information about your instructor.

Syllabus - this is where you'll find this document.

Tools - here's where the gradebook and student manual for Blackboard are located.

Participation

Participation is crucial to your success in this course. To be successful you should log onto Blackboard everyday to check announcements, email, discussion board topics, and "Ask the Professor". Since a portion of your grade is based on participation, this is very important. Blackboard keeps track of your participation (how many times you log on, which areas of the course you access, and the amount of time in the course) and I look at the quality of your participation (what you have to say on the discussion board, how much you say and how you say it). Each student is expected to post in the designated forum at **least 3 out of 7 days each week. This standard is a minimum.** Simply logging on does not contribute to the class. Participation includes questions or comments about the weekly material, responses to posts made by your instructor, or posts that you make as part of a learning activity (project). Participation does not include emails. Make sure to logon often to avoid becoming overwhelmed by the number of posts. Weekly participation points are awarded based on the quantity and quality of your posts. If you decide this class is not for you and stop participating, make sure you drop the class through the Registrar's office; otherwise you will receive an "E". This is your responsibility. I will not be sending any Faculty Initiated Drops.

The quality of your postings to the Discussion Board will be evaluated by the following rubric:

15 Participation Points

- *The student's initial posting was posted by **Wednesday** of the assigned week.
- *The student consistently posted insightful comments and questions that prompted discussion on the discussion board topic for that week.
- *The student consistently helped clarify or synthesize other class members' ideas.
- *The student stated his or her disagreement or objections clearly, yet politely.
- *The student posted 3 out of 7 days in the appropriate forum.

10 Participation Points

- *The student was notably lacking in one of the items listed above.
- *The student usually, but not always, expressed her/himself clearly.
- *The student posted 2 out of 7 days in the appropriate forum.

5 Participation Points

- *The student was consistently lacking in two or more of the items listed above.
- *The student consistently had to be prompted or coaxed to participate.
- *The student posted 1 out of 7 days in the appropriate forum.

0 Participation Points

- *The student was rude or abusive to other students in the course.
- *The student consistently failed or refused to participate at all.
- *The student posted 0 out of 7 days in the appropriate forum.

Weekly Schedule

Each week of this course ends on Sunday at midnight (EST). You must complete all assignments by the end of the week. No late work will be accepted. To track your weekly progress, print the following schedule and check off the activities as you complete them.

Course Schedule

WEEK	TOPIC	ASSIGNMENT	COMPLETED (√)
Week One January 15 – 24	Introduction to Human Aging	*Read Chapter 1 *Complete Project 1 pg. 15 *Post to "Week 1" Discussion Board at least 3 out of 7 days	
Week Two January 25 – 31	Research Methods & Issues	*Read Chapter 2 *Complete Project 2 pg. 52 *Post to "Week 2" Discussion Board at least 3 out of 7 days	
Week Three February 1 - 7	Physical Aspects of Aging	*Read Chapter 3 *Complete Project 3 pg. 59 *Post to "Week 3" Discussion Board at least 3 out of 7 days * Take Exam 1 (covers chapters 1 -3) found in "Course Documents"	
Week Four February 8 – 14	Theories of Senescence & Aging	*Read Chapter 4 *Complete three "Facts on Aging Quizzes" (see "External Links" for assignment) *Post to "Week 4" Discussion Board at least 3 out of 7 days	
Week Five February 15 – 21	Health and Longevity	*Read Chapter 5 *Complete Project 5 pg. 95 *Post to "Week 5" Discussion Board at least 3 out of 7 days	
Week Six February 22 – 28	Sensation, Perception, and Slowing with Age	*Read Chapter 6 *Complete Project 6 pg. 126 *Post to "Week 6" Discussion Board at least 3 out of 7 days * Take Exam 2 (covers chapters 4 - 6) found in "Course Documents"	
SPRING	BREAK	March 1 – March 5	
Week Seven March 8 - 14	Memory and Cognition	*Read Chapter 7 *Complete Project 7 pg. 141 *Post to "Week 7" Discussion Board at least 3 out of 7 days	

WEEK	TOPIC	ASSIGNMENT	COMPLETED (√)
Week Eight March 15 - 21	Intelligence, Wisdom, and Creativity	*Read Chapter 8 *Complete Project 8 pg. 169 *Post to "Week 8" Discussion Board at least 3 out of 7 days	
Week Nine March 22 – 28	Personality	*Read Chapter 9 *Complete Project 9 pg. 183 *Post to "Week 9" Discussion Board at least 3 out of 7 days * Take Exam 3 (covers chapters 7 - 9) found in "Course Documents"	
Week Ten March 29–April 4	Relationships	*Read Chapter 10 *Complete Project 10 pg. 209 *Post to "Week 10" Discussion Board at least 3 out of 7 days	
Week Eleven April 5 - 11	Work and Retirement	*Read Chapter 11 *Complete Project 11 pg. 250 *Post to "Week 11" Discussion Board at least 3 out of 7 days	
Week Twelve April 12 – 18	Psychopathology	*Read Chapter 12 *Complete Project 12 pg. 314 *Post to "Week 12" Discussion Board at least 3 out of 7 days Take Exam 4 (covers chapters 10 -12) found in "Course Documents"	
Week Thirteen April 19 - 25	Healthy/Helpful Environments: Places and People	*Read Chapter 13 *Complete Project 13 pg. 335 *Post to "Week 13" Discussion Board at least 3 out of 7 days	
Week Fourteen April 26 – May 2	Death and Bereavement	*Read Chapter 14 *Complete Project 14 pg. 360 *Post to "Week 14" Discussion Board at least 3 out of 7 days	
Week Fifteen May 3 - 8	Looking to the Future	*Read Chapter 15 *Complete Project 15 pg. 382 *Post to "Week 15" Discussion Board at least 3 out of 7 days * Take Exam 5 (covers chapters 13 - 15) *Submit discussion of film on aging (use assignments).	

Weekly Projects

Each week you will have a project to complete (see syllabus). You are to follow the directions for each project, type up report and deposit to the Assignment Board on Blackboard by Sunday midnight of the week it is due. Make a posting on the Discussion Board concerning your project in "Week 1, Week 2, etc.," to elicit discussion by your classmates. **Do not do this at the last minute as it does not allow for discussion by your classmates.** No late projects will be accepted. You are also required to make meaningful comments about your classmates' postings (see Participation).

Frequently Asked Questions

Q. What happens if I turn in an assignment late?

A. Anything received after the week is over (Sunday at midnight) will not receive a grade. If you are not sure if I received your work, ask before the deadline. This policy is intended to be fair to those who get their assignments in on time, and allow me to give grades and feedback in a timely manner.

Q. How do I earn extra credit?

A. There isn't any extra-credit in this class. If I decide to make an exception to this policy, I'll notify all students. If you are looking for a way to improve your grade, I suggest that you participate by posting, and completing all assignments as outlined in the syllabus.

Q. Why didn't my instructor respond to my post about computer problems?

A. I will do everything I can to respond to your posts in the "Ask the Professor" forum within 24 hours. However, if you have an emergency (like problems with an exam), email me ASAP. That's better than hoping I come across your message while browsing through the forums. Again make sure you include your full name and class on the email so I can investigate the correct web-site.

Q. When do I have to post to the discussion board?

A. There is not a deadline for each post in the discussion forums. To receive participation points, post a minimum of 3 times a week and make sure all of your posts are completed by Sunday at midnight.

Q. I'm having a hard time following the conversations in each thread on the Discussion Board. What do I do?

A. First of all, you may only want to view the posts you have not read. Go to the Discussion Board forum where you see all the posts and click on "View Unread Messages" in the upper left corner of the forum. Don't panic if it looks like things are disappearing. You can always click on "View All Messages" to bring them back. Next, do your part to make the conversations easy to follow. When you post a response to someone's comments, include the text you are responding to in your reply.

Q. When can I expect grades and feedback?

A. I will usually post grades and provide feedback by the Friday after the completion of each virtual week. Check "Announcements". If you have a question about your grade, please email me. I'd rather keep those conversations private.

Q. My computer kicks me off during an exam. What can I do? Why can't you keep resetting it?

A. Some Internet Service providers will disconnect you if remain on one page (like the exam) too long. Call their tech support and see what can be done to extend the time you remain online without being disconnected. You may also need to reduce the time you take to submit an exam. The exams will have a time limit set by me. It helps to adequately prepare and to limit distractions while taking the exams. Finally, if you know this is a problem, go to a computer that stays connected when you take the exam. Computers that are on a network will typically stay connected longer. I don't allow multiple attempts because some students (not you) open the exam to see the questions, then ask for a reset.

Q. What if I disagree with the instructor on an exam answer?

A. Go to the grade-book, click on your exam score, and review the question. Wait until the week is over. Send me an email with the specific question number, what answer you selected, and why you think your answer is right (e.g., I picked answer "b" because on page XXX...). The instructor makes mistakes sometimes. Don't be afraid to ask.