PATHOPHYSIOLOGY for the ADVANCED PRACTICE NURSE
NUR 805 sections 731 - 737
3 Credits
On-Line Format
Summer 2015

Catalog Course Description: Alterations of various physiological systems. Pathophysiology of frequently encountered primary care conditions across the life span and special populations. In-depth case analysis of risk factors, pathophysiological changes, and associated clusters of signs and symptoms. Pathophysiological theories and evidence-based research as a basis for advanced practice nursing (APN).

Additional Course Description: NUR 805 is a graduate level course offered totally in an on-line format. It is expected that the student already has sound foundational knowledge regarding anatomy, physiology, and basic pathophysiology. This knowledge should have been obtained through coursework as an undergraduate student and through providing hands-on nursing care in a variety of health care settings over a period of time.

Course Objectives: at the end of this course, students will be able to:

1. Analyze the etiology and pathophysiological alterations associated with selected common primary care conditions across the life span.

2. Examine relevant theories and research as a basis for explaining the pathophysiological changes associated with common conditions in primary care.

3. Discuss the pathophysiological basis for development of clinical manifestations in selected common primary care conditions.

4. Discuss the issues/considerations associated with the pathophysiological changes in special populations.

5. Apply the pathophysiological principles to case situations as a basis for APN practice.

Prerequisites: None

Co-requisites: None

Professional Standards & Guidelines: The curriculum is guided by the following documents:


Faculty: Linda Keilman, DNP, GNP-BC
Assistant Professor, Health Programs
Gerontological Nurse Practitioner
517/355-3365 or Toll Free #: 1/800/605-6424
1355 Bogue Street, A 126 Life Sciences
East Lansing, MI 48824
keilman@msu.edu

Office Hours: Monday 0800 - 1000

Office hours or contact times are flexible & can be arranged to accommodate student/faculty schedules!

Required Textbooks:


Highly Recommended Textbook:


*Some students find this workbook helpful & others do not – up to you!*

Required Resources, References, Supplies:

MSU Distance Learning Services (DLS) Help Line/Desk
1.800.500.1554 (toll free; 24 hour, 7 days/week; North America and Hawaii)
517.355.2345 (24 hours, 7 days/week)
www.d2l.msu.edu

*Always check with the DLS Help Desk first!*

Technology Requirements:

• Current internet browser:
  ▪ Internet Explorer 9 (supported; recommended); Firefox (newest; supported; recommended); Chrome (newest; supported)
  ▪ For Macintosh: Firefox (newest; supported; recommended); Safari 5.1 (supported); Chrome (newest; supported)

• Desk or laptop computer with at least 256 MB

• High speed internet connection (DSL or cable)

• Microsoft Office

• Anti-virus software (that is kept updated)

• For further information related to system technology, please see http://help.d2l.msu.edu/creating-courses/getting-started/technical-requirements
Learning Methodologies:

- **NUR 805** is an asynchronous on-line course based on the system, Desire 2 Learn (D2L), and is available at https://d2l.msu.edu
  - For direct access to the course, students are required to use their MSU Net ID and password

- A variety of adult learning theories, principles, and practices are utilized in the course
  - As adult learners, it is expected that students will do relevant reading and studying for the identified weekly modules/topics
  - As adult learners, it is important that students read the rubrics in order to determine how course work is analyzed and evaluated (*found in D2L folder: Course Activities Information*).
  - Past learning and knowledge prepares for future learning. It is imperative the student understand normal structures and functions of the body learned in anatomy, biology, physiology, and basic pathophysiology. If a number of years have passed since these types of courses were taken, it would be wise to review basic textbooks. It is the student responsibility to review this material as it serves as a foundation for this graduate level course.
  - It is important to be able to follow course directions and guidelines
    - Formatting is specific and required
    - Read directions for all activities before beginning the activity
  - On the first day of class it is important to understand that everyone starts with a 0.0 in all courses. You are provided with the materials to achieve passing the course; it is up to the individual to determine how they are going to reach the desired overall score/grade
    - Motivation and attitude determines, directs, and sustains what the student will learn. Motivation plays a critical role in guiding the direction, intensity, persistence, and quality of learning behaviors and course engagement that occurs.
    - The ability to follow directions demonstrates the skill of precision and being informed related to critical thinking and decision-making skills.

- Students in this course are expected to engage in effective interpersonal communication that demonstrates appropriate processes and effects of social interaction in an on-line scholarly environment
  - If faculties post a question, the expectation is that it will be answered
  - If faculties e-mail a student, it is expected the student will respond they have received the e-mail communication in a timely manner (*generally within 72 hours*)
  - Common courtesy is demonstrated by students signing their 1st name to e-mail communication and all Discussion Topic posts – *this is a course requirement/expectation*

- **Weekly Lessons**: individual lesson plans are available on Saturday at 2355 of each week/module and remain open for the totality of the semester (except for the 1st week of the semester)
  - NUR 805 is built on a framework of material including: a lesson plan that includes the objectives, textbook readings, additional required readings, key concepts, enrichment activities and a To Do List
  - Once the textbook is purchased, there is free student access to resources through Elsevier Mosby
  - For some content, faculty will produce voice over PowerPoints (PP) with handouts
    - Nothing takes the place of reading the textbook!
    - Some of the material presented by faculty will serve as a review of systems versus new content
      - Some PPs have a word-for-word transcript but are based on the 6th edition of the textbook rather than the 7th edition
• NUR 805 is not based on a self-paced learning model
  • Although assignments may be completed at any time during the week they are due, ALL materials need to be posted by 2355 (11:55 pm Eastern Standard Daylight Savings Time [ESDST]) on Saturday evening of each week unless otherwise instructed by the faculty
  • Any changes will be found in Course News, posted at least weekly or through D2L email communication

Access to NUR 805 through D2L: The course can be accessed by going to http://d2l.msu.edu

• The course will not open until the 1st day of the summer semester: May 18, 2015 @ 0800 (ESDST)
• The “week” in this course is from Saturday evening to the following Saturday evening
  ▪ New materials will open on Saturday @ 2355 and activities for that week will close the following Saturday @ 2355
  ▪ Occasionally, faculty may have materials ready prior to 2355. Didactic materials will stay open for the duration of the semester once they are opened
• If the student has difficulty during a timed assignment, contact the DLS Help Desk so a communication log can be created
  ▪ If home internet access has been temporarily lost, contact the Help Desk
    ▪ This is the only way in which faculty have to determine the student actually experienced problems
  ▪ After the Help Desk has been contacted, the student is expected to send the lead faculty an e-mail explaining the situation or leave a telephone message on Dr. Keilman’s office telephone (517 355 3365)
    ▪ If the student does not follow this process, they may not be allowed to resubmit the work
• The course will close August 20, 2015 @ 1700 (5:00 pm, ESDST)

Evaluation Methods, Parameters & Activities:

• A grade of 3.0 must be achieved in order to pass NUR 805
• Active, relevant, professional, and ethical participation (via e-mail, on-line, by telephone, or in person) is expected. Each student will be evaluated ongoing during the semester.
• Communication that is deemed unprofessional, negative, unacceptable or detrimental to student learning may be deleted from the course by the faculty. Any communication that is deleted will not count towards earning course points.
• Late assignments will not be accepted and 0 points may be assigned to the activity, unless prior authorization has been given by the lead faculty.
• Students must complete every assignment, in a timely manner, in order to pass NUR 805. It is not an option to not complete an assignment.
  ▪ Any assignment not completed or not completed by the due date may result in a failure in the course
• If a student has an emergency situation, the expectation is the lead faculty will be contacted prior to the assignment due date and time to make alternative arrangements.
• Directions for submission of all written work must be followed for formatting accuracy
  ▪ Documents not submitted utilizing the course format will either not be accepted or ½ the total possible points will be subtracted from the submission per faculty discretion
  ▪ The ability to follow directions is extremely important in this course!
  ▪ Assignments submitted as attachments, pdf/rtf/jpeg/png files will not be accepted and 0 points will be assigned to the activity
    ▪ Exception: Academic Integrity Agreement may be submitted as a .pdf file only!
If the student has any technology difficulties or difficulty accessing D2L, please contact the DLS Help Desk and have them assist
  - Staff will not only help with the situation, a logged report is completed and submitted to faculty
    - In this way, faculties have received communication about the difficulty
  - Do not think faculty will solve technology, program or computer issues with/for you!
  - Students are required to send an e-mail message to the lead faculty regarding any technical difficulties – after speaking with Help Desk staff

**Course Activities/Assignments** will be throughout the entire semester and are all required

1. For each activity, a brief explanation is provided below
2. Additional and more specific information can be found in the D2L course:
   - **Course Documents folder:**
     - Syllabus
     - Calendar
     - Anatomy of the Lesson Plan – be sure you read this document right away so you develop a quick understanding of how the course is organized and managed
     - Academic Integrity Agreement
     - Proctor Guidelines & Agreement
     - Introduction to Dr. Keilman
   - **Course Activities Information folder:**
     - Assignment Expectations
     - On-line Netiquette
     - APA Writing Tips & Pearls
     - Assignment: Introduction of Self
     - Rubric: Introduction of Self
     - Expectations: Discussion Topics
     - Assignment: Discussion Topics
     - Rubric: Discussion Topics
     - Quiz Parameters
     - Final Exam Parameters

**Introduction of Self**
- Format: Discussion Topic (DT); individual activity (IA)
  - Asynchronous (A): discussions are ongoing over several days; online visits occur at different times - determined by the student within course guidelines
  - Interactive (I): reciprocal dialogue between students and faculty
  - Threaded Discussion (TD): asynchronous activity where students respond to one another
- Students will answer all basic biographical, professional, and personal questions
- Read in the Course Activities Information folder:
  - Introduction of Self: Assignment & Rubric
- Due Date: May 23rd by 2355
- Points: 10 points

**Academic Integrity Agreement**
- Format: IA
- Look in the Course Documents folder: Academic Integrity Agreement
  - Save to your computer in a .doc, .docx or .pdf format only or print from the course

Reading both of these documents prior to planning & beginning an approach to each activity & the semester is prudent! Every assignment purpose with rationale is explained in detail along with a complete Rubric that will guide the student in creating the work based on evaluation criteria.
• Read the document and be sure you understand the impact and meaning of signing this document
  o Sign and date the document
  o Scan in to your computer and save in a .pdf format
  o Place in the Dropbox provided in Module I
• Due date: May 23rd by 2355
• Points: Pass/Fail
  o Not meeting the deadline is a failure; no failures are allowed in this course as every assignment/activity must be passed by 80%; a fail is 0%

**Examination Proctor Agreement Form**
• Format: collaborative activity (CA), requires working with MSU approved and contracted proctors/facilities as well as the secretary (Ms. Patricia Phillips) in the Academic Instructional Support Services Office in the College of Nursing
• Look in the Course Documents folder: Proctor Guidelines & Agreement
  o Save to your computer in a .doc, .docx or .pdf format only or print from the course
    • Read the document and be sure you have discussed with the potential proctor prior to giving them the form to sign
    • Be sure to put your name, PID #, and course (NUR 805) in the appropriate spaces on the form before giving to the proctor for completion
  o The signed form must be received by Ms. Patricia Phillips by June 19th @ 1700
    • Forms not received and fully completed by the deadline will result in the student coming to the MSU campus to take the final exam
• Due date: June 19th by 1700
• Points: Pass/Fail
  o Not meeting the deadline is a failure and will be taken into consideration prior to the final exam; a late document will result in taking the exam on the MSU campus at minimum

**Discussion Topics**
• Format: independent activity (IA) or collaborative activity (CA) as determined by faculty
  o AITD
  o The 1st week: students will be assigned 1 question that needs to be answered according to course expectations by Saturday evening @ 2355
  o The 2nd week: students will respond to peers information provided during the 1st week & answer any questions that peers pose to their individual question according to course expectations
  o Please see the D2L course & look in the Course Activities Information folder:
    • Assignment Expectations
    • On-line Netiquette
    • Expectations, Assignment & Rubric
  o Number: 4
  o Due Dates: please see the Course Calendar
  o Points: 25 points each for a total of 100 points
• Active participation throughout the designated weeks is the required expectation for this course
• Demonstration of personal preparation, knowledge of the topic, high-level communication skills, and the ability to critically analyze the material is essential
  o Discussion postings are expected to engage others in scholarly/professional dialog, reflect support and respect for others ideas, and be appropriately referenced using APA formatting
• Depth & breadth while being concise is valued in this course!
• It is expected that students will search current literature (not older than 2010 – unless considered a classic by the discipline) outside of the assigned textbook readings and suggest/share relevant findings with faculty and classmates
  o Resources need to be from evidence-based or United States (US) peer-reviewed journals!
• Thursday/Friday/Saturday only or all postings on the same day of the week will not be eligible for points as this is not considered engagement with peers or faculty and thus does not meet the course expectations
• Late assignments or postings will not be accepted or evaluated for points unless prior arrangements have been made with the lead faculty or in extenuating circumstances
  o Since all activities are required in this course, 0 points will be entered in the GradeBook for any late assignment

Quizzes
• Format: IA
  o Please see the D2L course & look in the Course Activities Information folder:
    ▪ Quiz Parameters
• Number: 4
• Due Date: please see the Course Calendar
• Points: 10 points each for a total of 40 points

Final Examination
• Format: IA that is either:
  o Proctored in the College of Nursing at MSU if you live within 100 miles (one-way) of East Lansing; OR
  o Contracted through an MSU College of Nursing approved proctor/facility utilizing MSU and College of Nursing forms and processes
    ▪ This option is only for students living outside of the 100 mile (one-way) designation (for more information see the MSN Graduate Handbook)
    ▪ Anyone may take the exam on the MSU campus!
    ▪ To locate an acceptable proctor site, go to the National College Testing Association at http://www.ncta-testing.org/cctc/
    ▪ The Proctor Guidelines Agreement can be found in the Course Documents Folder
      • If you live further away from East Lansing than 100 miles, you must have finalized your proctor arrangements and faxed the completed form to Ms. Patricia Phillips (contact information on the form) by June 19th @ 1700
        o Students not meeting this deadline will be required to take the final exam on the MSU campus
  o Please look in D2L, Course Activities Information folder:
    ▪ Final Exam Parameters
• Number: 1
• Date: August 13, 2015 at 0900 – 1100
• Points: 80 questions, 160 points

Additional Activities
• At the discretion of the faculty, other types of assignments may be scheduled throughout the semester
• Any impromptu activity will be required and consist of gift points
• The same expectations for quality will be the minimum requirement
Writing Expectations:

Students in this course are expected to demonstrate graduate-level writing ability in all discussion topic (DT) postings and e-mail communication!

- Accurate APA formatting is required for written assignments in College of Nursing courses
  - For NUR 805, APA formatting is especially important for:
    - Font size: Times New Roman at either 12 or 14 point font
    - In-text citations
    - Reference list
  - Related to the program functioning of D2L, APA is not expected for:
    - Margins
    - Facesheet
    - Indentation of reference
    - Spacing
    - Title italics

- Students should refer to the 6th edition (second printing) of the APA Publication Manual (2010) for guidelines and examples

- Potentially useful writing resources:
  - MSU Writing Center http://writing.msu.edu
  - Purdue University Online Writing Lab (OWL) http://owl.english.purdue.edu

Professional/Scholarly/Academic Resources:

- The purpose is to share information within the subject field; based on original research and experimentation; supported by a system of learning and study; less widely circulated than popular sources. Some examples:
  - Articles published in peer-reviewed or refereed journals
  - Academic library databases
  - Professional books; books published by University Presses

- The student should understand that when writing for a graduate health care/nursing course, the writing should be for an audience more expert in the concept than the common or lay reader

- Web sources such as Wikipedia, Epodunk, WebMD, Medscape, Mayo and Cleveland Clinicals (lay information), and wikis are not considered scholarly or evidence-based and will not be accepted as sources within the course
  - Using any of these resources will result in 0 points for the activity

- Nursing journals, generalized health care, or aging/gerontology journals are preferred over medical journals as students are in the nursing profession and should become knowledgeable about advanced practice nurse resources

- Magazines are generally not considered scholarly (there are a few exceptions)

- Journals from foreign countries – with the exception of Australia, Canada, Great Britain – are not acceptable for providing evidence-based information, unless reporting about a global health or aging issue
  - If you have a question about a specific foreign journal, please contact the lead faculty for guidance prior to utilizing the material
  - The practice of medicine and health care are very different in countries outside of the US

- Sources older than five years (unless considered by the discipline, a classic) will not be accepted

- Community nursing and medical-surgical textbooks are not appropriate resources to cite for this graduate, advanced course
• Citations and references using these type of materials will not be counted toward earning points for the assigned activity
• Secondary resources are not acceptable unless not available within a library system
• Google is not considered a scholarly or academic search engine and should be used minimally – if at all
• Old textbooks from pathophysiology, nursing, and the sciences are not acceptable to use in this course
• Your current textbook is the best resource for answering the majority of questions/cases you will be expected to answer

Originality Checker Statement: Consistent with MSU efforts to enhance student learning, foster honesty, and maintain integrity in university academic processes, instructors may use a tool called Originality Checker to compare a student’s work with multiple sources. The tool compares each student’s work with an extensive database of prior publications and papers, providing links to possible matches and a “similarity score”. The tool does not determine whether plagiarism has occurred or not. Instead, the instructor must make a complete assessment and judge the originality of the student’s work. All submissions to this course may be checked using this tool. It can also be used by the student to check originality as well as grammar and spelling.

Grading Scale:

A grade of 3.0 must be achieved in order to pass NUR 805.

Grades will be determined by adding all of the course activities together and arriving at a specific number (point total). This course is founded on points – not percentages!

The MSU 4.0 grading system will be utilized to report final course grades. Activity points will be rounded to whole numbers using the 0.5 rules. Points at ≥ 0.5 will be rounded up while those < 0.5 will be rounded down to the nearest whole number. Grades will be posted electronically within two (2) weeks of the assignment due date.

• Overall final points for the course will not be rounded
• There is no opportunity for “extra credit” or “make up work” in this course
• Late work will not be accepted
• Work that does not follow course guidelines for formatting – will not be accepted

The following point scale will be used for final grade determination:

<table>
<thead>
<tr>
<th>LOW</th>
<th>HIGH</th>
<th>%</th>
<th>GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>291</td>
<td>310</td>
<td>94 – 100</td>
<td>4.0</td>
</tr>
<tr>
<td>270</td>
<td>290</td>
<td>87 – 93</td>
<td>3.5</td>
</tr>
<tr>
<td>248</td>
<td>269</td>
<td>80 – 86</td>
<td>3.0</td>
</tr>
<tr>
<td>233</td>
<td>247</td>
<td>75 – 79</td>
<td>2.5</td>
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<tr>
<td>217</td>
<td>232</td>
<td>70 – 74</td>
<td>2.0</td>
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<tr>
<td>202</td>
<td>216</td>
<td>65 – 69</td>
<td>1.5</td>
</tr>
<tr>
<td>186</td>
<td>201</td>
<td>60 – 64</td>
<td>1.0</td>
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<tr>
<td>185</td>
<td></td>
<td>Below 60</td>
<td>0.0</td>
</tr>
</tbody>
</table>
Evaluation:

*Point Determination Will Be As Follows:*

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>POINTS</th>
<th>#</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction of Self</td>
<td>10</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Academic Integrity Agreement</td>
<td>P/F</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Quiz</td>
<td>10</td>
<td>4</td>
<td>40</td>
</tr>
<tr>
<td>Discussion Topic</td>
<td>25</td>
<td>4</td>
<td>100</td>
</tr>
<tr>
<td>Examination Proctor Agreement Form</td>
<td>P/F</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Final Examination</td>
<td>160</td>
<td>1</td>
<td>160</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>310</strong></td>
</tr>
</tbody>
</table>

- Students are able to view points and grade summary at any time during the semester
- If a student realizes or discovers they are experiencing academic difficulty in the course, contact the lead faculty as soon as possible
  - Being proactive for self is considered a good quality for advanced practice nurses!
  - Do not postpone discussions until it is too late
  - No one is perfect or knows everything; don’t be afraid to ask for help!
- Students who require accommodations are encouraged to provide the faculty with the required documentation consistent with MSU policy so appropriate support can be implemented at the beginning of the semester

**Academic Progress:**

Any student who has a concern about his/her grade is responsible for contacting the NUR 805 lead faculty to discuss the concern. Students who are experiencing academic difficulty should request NUR 805 faculty guidance early in the course.

Mid-semester Progress Reports will be sent out during the week of June 28th with instructions on how to write an academic plan for success for students not passing at an 80%. The Office of Student Support Services will be notified.

For specific policies regarding monitoring of student progress and resources for academic assistance, students should refer to the MSU CON *Master of Science in Nursing Student Handbook* that is available online at: [http://nursing.msu.edu/MSN%20Programs/Handbooks/default.htm](http://nursing.msu.edu/MSN%20Programs/Handbooks/default.htm)

**Professionalism:**

Preparation for the professional advanced practice nurse (APN) requires more than the acquisition and application of knowledge. The term professionalism embraces a set of attitudes, skills and behaviors,
attributes and values which are expected from those to whom society has extended the privilege of being
considered a professional. Therefore, in addition to the academic standards listed, the student must
demonstrate:

- Appropriate interpersonal relations and communication with peers, faculty and MSU College of
  Nursing staff
- Respect for faculty and classmates
- Civility, humility, hospitality
- Responsible fulfillment of all class obligations
- Honesty and integrity in all academic and professional matters
- Ethical behavior and conduct including any involvement in social media engagement
- The ability to interact with course faculty when there are questions and/or concerns regarding
  evaluation

Failure to meet any of the above criteria may result in the student earning a grade of 0.0 for the course.

College of Nursing policies regarding Professional Development Guidelines are found in the College of
Nursing Graduate Student Handbook at the college website. Students are responsible for the information
found in the MSN Graduate Student Handbook.

The American Nurses Association (ANA) Code of Ethics must be followed at all times, The Code, with
Interpretive Statements, may be found (for viewing only) at
http://www.nursingworld.org/ethics/code/protectedicated_nwco303.htm

Library Information:

- Library Services: http://www.lib.msu.edu/services
- MSU Library: http://www.lib.msu.edu
- Proxy Server: to access MSU library resources from an off-campus site, you must set up a proxy server.
  Directions to set up a proxy server are at: http://msu.edu/viewpathfinder.asp?id=2507
- American Nurses Association Electronic Books (E-books), see below

http://catalog.lib.msu.edu/record=b9046874%7ES39a>

*American Nurses Association (2010). Nursing scope and standards of practice (2nd ed.). Silver Spring, MD:
Author. http://catalog.lib.msu.edu/record=b8270966%7ES39a%20>

*American Nurses Association (2010). Nursing’s social policy statement: The essence of the Profession (3rd
ed.). Silver Spring, MD: Author. http://catalog.lib.msu.edu/record=b8270964%7ES39a>

*Note to Students: Access these e-books through the MSU Libraries Catalog or the Nursing E-book page:
http://libguides.lib.msu.edu/nursingebooks. These e-books allow unlimited concurrent users.

Plagiarism:

“Plagiarism (from the Latin plagiarius, an abductor, and plagiare, to steal) is defined by the White House
Office of Science and Technology Policy on Misconduct in Research as “... the appropriation of another
person’s ideas, processes, results or words without giving appropriate credit” (Michigan State University,

Academically dishonest behavior presents an ethical and moral dilemma in on-line learning. With easy access to expanded technology and abundant resources on-line, the magnitude of academic dishonesty has increased. In this course, it is expected that students will complete their own work and recognize the work of others through appropriate citations including quotation marks, page or paragraph numbers and references.

Paraphrasing means taking someone else’s ideas and words and correlating them to your own ideas - in your own words. Paraphrasing does NOT mean changing a word or two in someone else's sentence, changing the sentence structure while maintaining the original words, or changing a few words to synonyms. If you are tempted to rearrange a sentence in any of these ways, you are writing too close to the original. That's plagiarizing, not paraphrasing.

Paraphrasing is an acceptable way to use another person's ideas to support your argument as long as you attribute the material to the author and cite the source in the text at the end of the sentence. In order to make sure you are paraphrasing in the first place, take notes from your reading with the book closed. Doing so will make it easier to put the ideas in your own words.

In individual work, the student should be able to demonstrate:
• A clear understanding of the material read
• Knowledge of scholarly, evidence-based resources that support the ideas that have been developed
• Thorough analysis of the material from the textbook or acceptable resources that reflect individual understanding and uniqueness
• When a source is cited, the writer is using an expert's ideas as proof or evidence of a new idea they are trying to communicate to the reader
• Copy/paste is not allowed; you must type out the information and use appropriate citations

A citation to a resource is needed when:
• Direct quotes are placed within quotation marks (requires a name, date & page number as well)
• Words used by the author are changed in to synonyms
• The ideas referred to have been completely paraphrased
• A sentence is mostly made up of your own thoughts, but contains a reference to the author's ideas
• An author's name is mentioned in the sentence
• Generally, all statistics, numbers and facts require a citation

The moral: When in doubt, provide a citation

Reliable web resources:
• Michigan State University, Office of the Ombudsman – What Are MSU’s Policies on Plagiarism? http://www.msu.edu/unit/ombud/plagiarism.html
• Avoiding Plagiarism – the OWL at Purdue http://owl.english.purdue.edu/owl/resource/589/01/

University & College Policies:

The College of Nursing expects that students will demonstrate professional behavior in all situations. Specific expectations for clinical and other professional venues can be found in the appropriate handbook. Students are responsible for reviewing and acting in accordance with the policies and procedures found in the following sources, including the following topics: Professionalism, Academic Integrity, Accommodations for Students with Disabilities, Disruptive Behavior, Attendance, Compliance, and Progression.
Social Media: As a graduate nursing student of MSU, students have a professional responsibility regarding what is posted on social networks – including personal networks. The boundary between personal space and academic/clinical work is blurred in the world of social media. Realize there are consequences for content that you communicate online, just as there are consequences for how you conduct yourself in class.

Academic Integrity: Article 2.3.3 of the Academic Freedom Report states that "The student shares with the faculty the responsibility for maintaining the integrity of scholarship, grades, and professional standards." In addition, the College adheres to the policies on academic honesty as specified in General Student Regulations 1.0, Protection of Scholarship and Grades; the all-University Policy on Integrity of Scholarship and Grades; and Ordinance 17.00, Examinations. (See Spartan Life: Student Handbook and Resource Guide http://splife.studentlife.msu.edu/ and/or the MSU Web site: www.msu.edu).

**NUR 805:**

- Academic integrity is a minimal expectation. *Academic dishonesty in any form will not be tolerated*
  - Any student involved in “suspected” academic dishonesty will be reported to the Office of Student Support Services and the Office of Academic and Clinical Affairs in the College of Nursing
  - A grade of 0.0 may be issued for the course
- Unless authorized by faculty, students are expected to complete the quiz without assistance from any source – human, written, audio, visual
- Quizzes and the final examination may not be taken in any close proximity to another student in the course
- Quizzes or the examination should not be entered before the student is ready to answer and submit.
  - Other windows should not be open on the computer during the quiz or exam time.
  - Cache and cookies need to be cleared prior to taking a quiz or the final examination.
  - It is imperative that when the quiz or exam window is opened, the student is prepared to answer the questions in the allotted time frame and submit for evaluation.
  - Always have a back-up, emergency plan in place!
- No books, notes, individuals, or web surfing can be allowed during quizzes/exams; *it will not be tolerated*. D2L is able to track access and opening of additional windows – including pinpointing where the course was entered (geographic location).
  - Please do not be tempted to engage in unethical behavior as it will potentially result in no points being awarded for the work and a potential failure for the course and possible expulsion from the College of Nursing.
- Students are expected to develop original work for this course; course work completed for any another course may not be submitted to satisfy the requirements for NUR 805
- Students may not utilize a previous students work or faculty materials and submit as their own
• Students are not authorized to use the www.allmsu.com web site to complete any course work in NUR 805
• Students who violate MSU rules may receive a penalty grade, including - but not limited to - a failing grade on the assignment or in the course
• Contact faculty with any questions about the appropriateness of course work
  o See also https://www.msu.edu/unit/ombud/academic-integrity/index.html#regulations
• All course materials and activities must remain the property of the College of Nursing and must not be copied from the Internet
  o According to university policy, consequences for academic dishonesty may include failure of the course, expulsion from the major, or expulsion from the university
• All faculty generated materials are the intellectual property of faculty
  o You may print for personal, study only purposes
  o Faculty materials may not be shared with others without first asking permission of the faculty author
• Online discussions and exercises are confidential and should not be discussed with others who are not enrolled in the class
  o It is important for each course participant to express his/her ideas
  o All ideas need to be respected in discussions and exercises
  o Any group projects that may be required still require individual work as a minimal expectation
    ▪ Timeliness, utilization of up to date materials, ethical behavior are the expectations of all members of a team when creating a joint project
  o Any submission that is deemed unprofessional, negative or inflammatory may be deleted by faculty

Accommodations for Students with Disabilities: Students with disabilities should contact the Resource Center for Persons with Disabilities to establish reasonable accommodations. For an appointment with a disability specialist, call 353-9642 (voice), 355-1293 (TTY), or visit MyProfile.rcpd.msu.edu

Disruptive Behavior: Article 2.3.5 of the Academic Freedom Report (AFR) for students at Michigan State University states: "The student's behavior in the classroom shall be conducive to the teaching and learning process for all concerned." Article 2.3.10 of the AFR states that "The student has a right to scholarly relationships with faculty based on mutual trust and civility." General Student Regulation 5.02 states: "No student shall . . . interfere with the functions and services of the University (for example, but not limited to, classes . . .) such that the function or service is obstructed or disrupted. Students whose conduct adversely affects the learning environment in this classroom may be subject to disciplinary action through the Student Faculty Judiciary process.

• NUR 805: disruption for an on-line course environment includes submissions in the discussion board or weekly chat that are inflammatory, disrespectful or negative. If faculty deem a students words to be unacceptable, the submission will be deleted and the student contacted by faculty.

Attendance: Students whose names do not appear on the official class list for this course may not attend this class. Students who fail to attend the first four class sessions or class by the fifth day of the semester, whichever occurs first, may be dropped from the course. See the Ombudsman’s web site for a discussion of student observance of major religious holidays, student-athlete participation in athletic competition, student participation in university-approved field trips, medical excuses and a dean's drop for students who fail to attend class sessions at the beginning of the semester.
NUR 805 On-Line Class Attendance:
- Class attendance (in an on-line, virtual capacity), or presence, is considered the responsibility of the student and is an essential and intrinsic element of the academic process.
- Points are earned for quality and timeliness of work and in communicating with the faculty.
- Lack of participation or communication is not acceptable.
- Communication that is not scholarly or academic in nature is not acceptable.
- Minimal work will earn minimal points.
- Engagement is valued for scholarly debate and dialogue which is essential in an on-line graduate course.
- A student’s absence from class does not relieve him/her from responsibility for punctual fulfillment of any course requirement including participation/engagement.
- Faculties are not under any obligation to repeat a quiz, test, or teaching information that was missed because of discretionary absence.
  - Each faculty has the responsibility of informing students of what portion of the final grade is determined by regular class attendance.
  - In this course, weekly participation is considered mandatory and a requirement for successful completion of the course.

End of Semester Grades & Transcripts:
- MSU no longer sends grades to individuals.
- As soon as the final grades are submitted (usually the week following final's week), you will be able to access your grade report by going to the Student info site located at https://ntweb1.ais.msu.edu/StuInfo/.
- If you require a transcript of the grade be sent to another university, you may do that online by going to http://www.reg.msu.edu/StuForms/TranscriptRequest/Transcript.asp.
  - Remember, this can only be done after the final grades have been submitted to the Registrar and grades recorded by the university (generally completed on the Wednesday following final exam week); consult the University Academic Calendar to see the specific date.

Fair Use:
Under Fair Use, images, photographs, and other artist work in this course are used for non-profit educational purposes. Materials are located in the public domain, free stock photos (for example Google Image), clip-art image stock (for example, Microsoft Office Clip Art), and government and educational image/health libraries. Images are given attribution in respect of the author and any copyright issues.

Student Feedback:
- Ongoing student feedback related to the course, faculty, and sharing of ideas is appreciated throughout the entire semester.
- In NUR 805, faculties are always looking for better ways to help students learn the material.
  - If you find any errors (grammar, spelling, etc) in the documents – please let the lead faculty know.
  - Faculties are always happy to receive constructive and specific comments!
- Students will be asked to complete the university SIRS forms for the course and faculty at the end of the semester.
  - This information is confidential and gives a voice to students in sharing thoughts about the learning experience.
    - Thank you in advance for any comments!
Access to Faculty:

- In a regular classroom setting, faculty are generally available to meet with students before or after class, during scheduled office hours, or if an appointment is made
  - In an on-line course setting, faculties are available to answer questions in a different manner
  - It may take up to 72 hours for faculty to respond to student questions – especially after 5:00 pm (1700), excluding weekends and holidays
- Faculties are not on-line 24 hours a day, 7 days a week
  - Expect a reasonable response time for answers to questions
  - Do not wait until the last minute to ask an important question – plan ahead!
- Generally, faculty will not respond to Discussion Topics after 1700 (5:00 pm ESDST) on Friday
- Please write e-mail in complete sentences; emails are considered professional communication
  - Remember, you are not internet messaging or texting to a friend
  - You must sign your 1st name to all e-mail communications & DTs
- If you would like to make an appointment to meet face to face, please contact the faculty
- If you send an e-mail communication to faculty and do not hear back from within 72 hours (except when the faculty member has communicated they are not available), please let the lead faculty know

Course Calendar: Topics, Textbook Readings & Enrichment Activities – see next page

The faculty reserves the right to revise the course calendar as deemed appropriate and necessary. Students will receive advanced notice of any changes via MSU e-mail and Course News. Once the course is started, no revisions of the calendar will occur in a written format. Messages will be sent through the MSU e-mail system or the D2L course. It is the student’s responsibility to pay attention to all faculty communication.
<table>
<thead>
<tr>
<th>WEEK &amp; DATE</th>
<th>CONTENT</th>
<th>TEXTBOOK READINGS</th>
<th>ENRICHMENT ACTIVITY</th>
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</table>
| 1 May 18th - 23rd | **Introduction to the Course & the D2L Course Management System**  
**MODULE I: The Cell** | *McCance & Huether*  
- Chapter 1: pages 1 - 48  
- Chapter 2: pages 49 - 90  
- Chapter 3: pages 103 - 133 | **Introduction of Self**  
**Academic Integrity Agreement**  
Due May 23rd by 2355 |
| 2 May 24th - 30th | **MODULE II: Genetics** | *McCance & Huether*  
- Chapter 4: pages 135 - 163  
- Chapter 5: pages 164 - 181  
- Chapter 6: pages 183 - 189 | **Quiz #1**  
Due May 30th by 2355 |
| 3 May 31st - June 6th | **MODULE III: Mechanisms of Self Defense** | *McCance & Huether*  
- Chapter 7: pages 191 - 222  
- Chapter 8: pages 224 - 259  
- Chapter 9: pages 262 - 295  
- Chapter 10: pages 298 - 335  
- Chapter 11: pages 338 - 359 | **DT # 1**  
Due June 6th by 2355 |
| 4 June 7th - 13th | **MODULE IV: Neurologic System** | *McCance & Huether*  
- Chapter 15: pages 447 - 481  
- Chapter 16: pages 484 - 521  
- Chapter 17: pages 527 - 577  
- Chapter 18: pages 581 - 636  
- Chapter 19: pages 641 - 658  
- Chapter 20: pages 660 - 685 | **DT # 1 Dialogue**  
Due June 13th by 2355 |

*Lesson Plans are provided for each topic & include detailed objectives, key concepts & activity information; Lesson Plans are located in each module folder.*
<table>
<thead>
<tr>
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</table>
| **5**  
June 14th - 20th | • MODULE V: Endocrine & Reproductive Systems | *McCance & Huether*  
- Chapter 21: pages 689 - 714  
- Chapter 22: pages 717 - 762  
- Chapter 23: pages 768 - 797  
- Chapter 24: pages 800 - 876  
- Chapter 25: pages 895 - 915  
- Chapter 26: pages 918 - 942 | • Quiz # 2  
Due June 20th by 2355  
• Proctor Agreement Form Due June 19th by 1700 |
| **6**  
June 21st - 27th | • MODULE VI: Hematologic System | *McCance & Huether*  
- Chapter 27: pages 945 - 980  
- Chapter 28: pages 982 - 1006  
- Chapter 29: pages 1008 - 52  
- Chapter 30: pages 1055 - 81 | • DT # 2  
Due June 27th by 2355 |
| **7**  
June 28th - July 4th | • MODULE VII: Cardiovascular & Lymphatic Systems | *McCance & Huether*  
- Chapter 31: pages 1083 - 126  
- Chapter 32: pages 1129 - 188  
- Chapter 33: pages 1194 - 223 | • DT # 2  
Dialogue  
Due July 4th by 2355  
• Mid-semester Progress Reports |
| **8**  
July 5th - 11th | • MODULE VIII: Pulmonary System | *McCance & Huether*  
- Chapter 34: pages 1225 - 246  
- Chapter 35: pages 1248 - 285  
- Chapter 36: pages 1290 - 314 | • Quiz # 3  
Due July 11th by 2355 |
| **9**  
July 12th - 18th | • MODULE IX: Renal & Urologic Systems | *McCance & Huether*  
- Chapter 37: pages 1319 - 338  
- Chapter 38: pages 1340 - 371  
- Chapter 39: pages 1376 - 390 | • DT # 3  
Due July 18th by 2355 |
<table>
<thead>
<tr>
<th>WEEK &amp; DATE</th>
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<tbody>
<tr>
<td>10 July 19th - July 25th</td>
<td>MODULE X: Digestive System</td>
<td>McCance &amp; Huether</td>
<td>DT # 3 Dialogue Due July 25th by 2355</td>
</tr>
<tr>
<td>11 July 26th - August 1st</td>
<td>MODULE XI: Musculoskeletal System</td>
<td>McCance &amp; Huether</td>
<td>Quiz # 4 Due Aug 1st by 2355</td>
</tr>
<tr>
<td>12 August 2nd - 8th</td>
<td>MODULE XII: Integumentary System Summary Review</td>
<td>McCance &amp; Huether</td>
<td>DT # 4 Due Aug 8th by 2355</td>
</tr>
<tr>
<td>13 August 9th - 15th</td>
<td>FINAL EXAM: August 13, 2015 starting @ 0900 – 1100</td>
<td>On campus the Final Exam will be held in the College of Nursing Media Lab: B126 Life Sciences Building</td>
<td>DT # 4 Dialogue Due Aug 15th by 2355</td>
</tr>
</tbody>
</table>

Faculty reserve the right to change the calendar based on student learning needs & special circumstances!

Last day of summer semester: August 20, 2015