

IDEAL PROGRAM COURSE SYLLABUS ONLINE

Dear Student,

Please read the following course syllabus carefully, especially the course expectations and activities. If you have any questions, please do not hesitate to communicate with the IDEAL office, your academic advisor, or the instructor.

The IDEAL degree-completion program is designed with the adult learner in mind. Adult learners approach learning with specific goals, want to be able to directly apply new learning to their work and personal lives, and tend to learn best when the coursework is problem-centered so that they are actively engaged in the learning process. In addition, adults bring rich and varied experience to the classroom, which becomes a valuable learning resource for other students.

The IDEAL Program assumes joint responsibility in the learning process. The activities and assignments in our courses build on the shared experience of all learners in each class. This is why each student's preparation, participation and interaction in class activities and discussions are critical to the success of each course. The accelerated format of each course requires a significant amount of time outside the classroom to prepare for and complete the course assignments. This varies between students and courses; however, students typically spend a minimum of ten-twelve hours per week on course material.

To participate in the IDEAL Program, it is expected that you will do the following:

1. Participate in and complete the online orientation prior to your first online course.
2. Obtain the required course materials prior to the course start date.
3. **If you do not participate during the first week of the course, you will be dropped one letter grade. If a student doesn't participate for two or more weeks a grade of "F" will be entered for a final grade.**
4. Login to your course a minimum of three times per week.
5. Complete all assignments to the best of your ability.
6. Participate in the class discussions and demonstrate respect and consideration to the instructor and other students when they express themselves in discussion.
7. If you have any technical difficulties, you must contact the Office of Distance Education immediately at ubonline@bridgeport.edu.

Cheating and Plagiarism

It is the student's responsibility to familiarize himself or herself with and adhere to the standards set forth in the policies on cheating and plagiarism as defined in Chapters 2 and 5 of the Key to UB <http://www.bridgeport.edu/pages/2623.asp> or the appropriate graduate program handbook.

E-mail correspondence

It is imperative that you check your UB e-mail on a regular basis. All written correspondence, to include IDEAL and the University will be sent to you through his e-mail. **The University can no longer correspond to your personal e-mail account(s).**

Have questions about taking an online course? Go to:

"Instructions for Taking a UB Online Course"

[<http://www.bridgeport.edu/academics/online/yourfirstcourse.aspx>]

The IDEAL Program

**IDEAL PROGRAM
COURSE SYLLABUS
DNUTR 205 FUNDAMENTALS OF NUTRITION**

Fall 2013, October 21 – December 13, 8 weeks (Distance Learning)

Fundamentals of Nutrition: DNUTR 205

Instructor: Claire Marks, M.S.N
Email: cmarks@bridgeport.edu
[My response time to emails is within a 24 hour period.]

Required Textbook:

**Whitney, E. & Rolfes, S.R., Understanding Nutrition, 13th edition,
Wadsworth Publishing Company. ISBN-13: 978-1-133-58752-1**

To order textbooks, go to the bookstore website at

<http://bridgeport.textbooktech.com/>

Select IDEAL Campus and login to the bookstore. Select the course and follow instructions

To order textbooks: You can order the book from any online bookseller, including the publisher or one of the websites below. When ordering, keep in mind that *you must receive your textbook by the course start date*. If a particular bookseller does not have the textbook in stock, please check with another bookseller:

<http://www.allbookstores.com>

<http://www.campusbooks.com>

<http://www.booksprice.com>

<http://www.bridgeport.bkstr.com>

COURSE DESCRIPTION and Objectives:

This course is designed to help students gain knowledge of the basic elements of nutrition. The nutrients in carbohydrates, proteins, lipids, vitamins, minerals and water are emphasized. Exercise, weight control, eating disorders, cholesterol, diabetes, nutritional needs of different age groups, and the importance of good nutrition for health are also discussed.

1. Understand the principles of nutrition, i.e. proteins, carbohydrates, fats, vitamins, and minerals.
2. Apply this knowledge with consideration to overall health.
3. Identify the constituents of a healthy diet. Understand how to read food labels and understand the influence of the Food Pyramid.
4. Gain a solid understanding of the importance of diet and exercise in relation to proper health.
5. Understand the difference between the Recommended Dietary Allowances (RDAs) and the Optimal Daily Allowances (ODAs).
6. Describe the nutritional implications of major diseases such as coronary heart disease, cancer, diabetes, osteoporosis, and AIDS.
7. Understand what is meant by optimal nutrition and learn about the latest findings on this subject.

8. Understand the differences in nutritional requirements during adulthood and the later years.
9. Understand the nutritional implications of eating disorders.

EVALUATION OF STUDENTS

Tests

There will be 8 tests, one per week. There will be 2 chapters covered on each test covering about 70 pages each week. The tests are given online and will consist of multiple choice, short answer, matching and/or true and false. There will be about 50 questions on each. They will be posted over a four day period, and you will have unlimited access to take the test online. You can take the test at any time during this time period, from Friday 8:00 AM until Monday 12:00 midnight. No exceptions.

The Discussion Board

A vital part of the course is the discussion comments made by you, the student, on questions posted each week. There will be 2 discussion questions, DQ1 and DQ2, per week (**DQ = discussion question**). All students are required to post an original answer to each question posted **AND** post a minimum of **two** comments (for each DQ) on other student's replies during that week. This is why it is called the Discussion Board. You will receive between 0 and 5 points per week as follows: 0 points-no response, 1 point = one response, 2 points = two responses, minimal effort, 3 points= answered the DQ only, 4 points = answered the DQ and made one other response and 5 points = answered the DQ and replied at least twice to fellow classmates' responses. Two examples of a minimal effort response would be: "I agree" and "Thank you". (No credit for such responses)

Discussion questions will be due by **midnight** Sunday night the week they are posted.

Points for Discussion Board	Score
No entry	0
One response	1
Two responses	2
Answered DQ-substantive effort	3
Answered DQ and one other response	4
Answered DQ and at least 2 responses	5

Calculation of Grades

Discussion questions 80 points (8 weeks/5 points per DQ)
 8 Tests 400+ points
 480+ **TOTAL**

Grading Policy (per the UB Student Handbook)

A = 100-94 B- = 83-80 D+ = 69-67
 A- = 93-90 C+ = 79-77 D = 66-64
 B+ = 89-87 C = 76-74 D- = 63-60
 B = 86-84 C- = 73-70 F = <60

Schedule

Week	Week of:		Chapters	Tests
1	Oct 21	Introductions Overview of Nutrition Planning a Healthy Diet	1 2	Test 1
2	Oct 28	Digestion, Absorption Carbohydrates	3 4	Test 2
3	Nov 4	Lipids Proteins	5 6	Test 3
4	Nov 11	Energy Balance Weight Management	8 9	Test 4
5	Nov 18	Water-Soluble Vitamins Fat-Soluble Vitamins	10 11	Test 5
6	Nov 25	Water & Major Minerals Trace Minerals	12 13	Test 6
7	Dec 2	Fitness, Physical Activity Life Cycle Nutrition	14 17	Test 7
8	Dec 9	Diet and Health Consumer concerns	18 19	Test 8 (must be completed by midnight Friday, Dec 13)

Read chapters 1 and 2 before class starts

ACADEMIC POLICIES

Ethics Statement of Confidentiality

An integral component of an IDEAL course is student and faculty expression of personal experiences for the purpose of facilitating coursework. Students enrolled in the program are expected to honor confidentiality as it pertains to student disclosure. Shared information, comments, or opinions expressed by another student or the faculty member during the course of classroom discussion should never be used in a manner which is intended to humiliate, embarrass, harass, damage, or otherwise injure other students in their personal, public, or business lives. In addition, confidentiality must be upheld by not disclosing any information that would identify any particular individual.

Attendance Policy

Course attendance, especially in an online course, is an integral part of the academic experience; therefore, students are expected to be participative in all course activities and discussions. If you do not participate during the first week of the course, you will be dropped from the course. If you cannot participate in all the course activities you should consider dropping the course.

Drop Procedures

To drop a course, you must complete and submit a Schedule Change Request Form. The form can be accessed at the following web page:

<http://www.bridgeport.edu/pages/2595.asp>

Starting Fall 2012

- Drop a course after the start date.....\$30.00 per transaction
- Drop prior to the start date.....100% Tuition Refund
- Drop prior to the second week of the course.....75% Tuition Refund
- Drop prior to the third week of the course.....50% Tuition Refund
- Drop during/after the third week of the course.....0% Tuition Refund

****Please note students will not be automatically dropped for not participating during the first week. Lack of participation for one week will reduce the final grade by one letter grade. If you have to miss the first week of the online course, *you must contact your instructor* in writing before the first week. However, a grade reduction will apply.**

Please print and complete the form and fax the form to the IDEAL Office: 203-576-4537. Prior to dropping a course, the student should contact their IDEAL Academic Advisor to understand the implications to financial aid and/or degree plan progress.

Please review the Academic Calendar to see the fees for a drop and the impact on tuition. The Academic Calendar can be found at: <http://www.bridgeport.edu/pages/2595.asp>

Academic Dishonesty

We are committed to intellectual integrity in our academic pursuits; therefore, the IDEAL program prohibits all forms of academic dishonesty. Academic dishonesty is normally defined as, but not limited to, the following two categories:

Cheating – Using inappropriate sources of information in an assignment or on a test. The following are examples of cheating taken from real student experiences:

Case #1: A student is enrolled in an introductory computer-programming course. He has co-workers who program in the same language as his final project. As the end of the term approaches, he wonders how he will find the time to get the project finished, and asks one of his co-workers for help. His co-worker hands him a disk with a complete program similar to the kind required for the course project. The student makes minor modifications to the program, and submits it under his own name.

Case #2: A student enrolled in a religious studies course has never taken a humanities or history course, and is unsure about how to structure a research paper. She is doing research on the World Wide Web, and comes across a paper written by a student from another university. Using her computer mouse, she copies and pastes the document into her word processor. She goes to great lengths to re-word the paper in her own style, but essentially leaves the content and organization the same.

Plagiarism – Intentional as well as unintentional failure to acknowledge sources as well as the use of commercially available so-called “research papers” without full recognition of the source. Presenting as one’s own, the ideas, words, or products of another. The following are examples of plagiarism taken from real student experiences:

Case #3: A student is conducting research for a Civil War research paper. He has reviewed work on the Internet as well as in the library. Finding helpful information, he has summarized his findings without citing his sources. He believes that minor paraphrasing is all that is necessary.

Case #4: A student is writing a paper that requires her to address specific topics and problems in the assigned course textbook. She takes the information directly from the textbook with slight modification, without giving any citation. She thinks that since it is the course textbook, she doesn’t have to use quotations or citations.

Academic dishonesty applies to all courses, assignments or exams completed by students and submitted as their own original work, whether in person or by electronic means. The University does not tolerate cheating in any form. It is a serious breach of conduct with serious consequences. Instructors have the right to determine the appropriate penalty for academic dishonesty in their own classes; generally, however, such acts will result in a failing grade for the assignment and/or the course. The penalty for subsequent acts of academic dishonesty may include expulsion.

More information on how to recognize plagiarism can be found at this site:
http://www.indiana.edu/~istd/plagiarism_test.html

ACADEMIC RESOURCE CENTER

The Academic Resource Center is available for IDEAL students seeking help in their studies. The Center is staffed by writing professionals and peer tutors. More information can be found at: <http://myub.bridgeport.edu/academics/academicrescenter/Pages/default.aspx> The Center is located in the Wahlstrom Library, Room 506. Hours of operation are Mondays –Thursday 9am – 6pm and Fridays 9am – 1pm. Make an appointment or walk-in: Telephone: 203-576-4290. **Online Tutoring** is available at: www.etutoring.org. To use this free service you must have a UBNet account.

Obtaining a UBNet Account

Every registered student should obtain a UBNet Account. The account allows you to access your grades, access library services, access online tutoring, access the computers in computer labs, and provides an email account in which the University sends out information. Go to:

<http://www.bridgeport.edu/ubnet> - Click on “New UBNet Account” and follow the instructions.

The @bridgeport.edu email address is the official email the University uses to send information to you. You can have your Bridgeport.edu email forwarded to any other email account you use.

Following the activation of your UBNet account (takes 24 hours), login at:

<http://www.bridgeport.edu/email> and click on “forwards” at the top of the page. Follow the directions to forward email messages to your other account.

Accessing Your Grades & Schedule Online

The WebAdvisor online information system allows students to search for available classes, check grades, view semester class schedule and verify your personal profile. Grades are generally posted 2-3 weeks following the end of a course. Information on WebAdvisor is password protected and requires you to use your UBNet username and password. To access WebAdvisor, go to: <http://www.bridgeport.edu/webadvisor>

1. Login in with your UBNet username and password.
2. Click on “Student Menu.”
3. Click on “My Grades.”

If you are carrying a financial balance, access to WebAdvisor will be restricted.

Using the Library

You can access the library through the library’s website: <http://www.bridgeport.edu/library>.

Research tools available:

- Search for books held at the library.
- Search the online databases for your academic field; business, counseling, human services, psychology, etc.
- Send questions to the Reference Librarian for assistance in research topics and searching strategy.

To access the online journals for research purposes, you will need a UBNet account (see above).

IMPORTANT CONTACT INFORMATION

Office	Contact	Telephone	Email
Bridgeport Campus Security		(203) 576-4911	ubsecurity@bridgeport.edu
Bursar	Robinson Hernandez	(203) 576-4692	bursar@bridgeport.edu
Cashier	Lana Mistry	(203) 576-4682	cashier@bridgeport.edu
Financial Aid		(203) 576-4568	sfs@bridgeport.eud
Registrar		(203) 576-4642	registrar@bridgeport.edu
Emergency Notification Phone		(203) 576-4159	
Distance Education Office		(203) 576-4853	ubonline@bridgeport.edu
IDEAL Office		(203) 576-4800	idealinfo@bridgeport.edu

CAMPUS CONTACT INFORMATION

Campus	Address	Telephone	Email
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Bridgeport	126 Park Avenue Bridgeport, CT 06604	(203) 576-4800	idealinfo@bridgeport.edu
Stamford	5 Riverbend Drive Stamford, CT 06750	(203) 358-0700	ubstamford@bridgeport.edu
Waterbury	84 Progress Lane Waterbury, CT 06705	(203) 573-8501	ubwaterbury@bridgeport.edu
Woodbridge	6 Lunar Drive Woodbridge, CT 06525	(203) 576-4800	idealinfo@bridgeport.edu
IDEAL Office		(203) 576-4800	idealinfo@bridgeport.edu

Directions to IDEAL Campus locations	http://www.bridgeport.edu/pages/2260.asp
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**To fill out your financial aid report to the Federal Government, please go online to www.fafsa.ed.gov. The school code for the University of Bridgeport is 001416.
Federal Student Aid Information: 1-800-433-3243.**