

**The University of South Florida
College of Public Health
Critical Issues in Public Health
HSC 4631 – 3 credit hours
Fall 2010**

Instructor Information:

Instructor: Alison Oberne, MA, MPH
Office: College of Public Health – Academic & Student Affairs – Room 1130
Office Hours: Please email or call to make an appointment
Phone: 813-974-4246
Email: Please send all emails through Blackboard – aoberne@health.usf.edu
Return policy: I will respond to emails within 24-72 hours. If I don't respond within that time frame, I didn't receive your email and you must send it again.

Gordon Rule Communication Requirement:

This course meets Gordon Rule Communication requirements. USF Gordon Rule Communication courses enable student to demonstrate college-level writing skills through multiple assignments. Students will learn how to develop ideas and texts that follow academic & disciplinary conventions for different contexts, audiences and purposes.

Textbook:

There is no required textbook for this class. You will be using the website ProCon.org to complete assignments. ProCon.org is an independent, nonpartisan, nonprofit organization. The purpose of this website is to provide resources for critical thinking and to educate without bias. It promotes informed citizenship by presenting research on controversial issues in a straightforward, nonpartisan format.

Course Description:

This course provides students the opportunity to learn about the multiple ways to view controversial topics in public health. The course covers current public health topics including biomedical issues, social & behavioral factors related to health, and environmental issues.

Course Objectives:

Upon completion of this course, the student will be able to:

1. List and describe various methods used to investigate controversial public health topics.
2. Locate and evaluate the information from a variety of peer-reviewed publication databases and incorporate the information into a public health topic.
3. Differentiate how to present public health issues after editing out all personal biases.
4. Understand how to work in small discussion groups to maximize product development while minimizing time.

5. Determine how to explore public health issues that may or may not be of interest to your field of study including financial, ethical, social, behavioral, medical and environmental aspects of each discussion topic.
6. Discuss the challenges faced with complex public health issues that will be faced in the 21st century.

Technical Assistance:

If you are experiencing technical difficulties, please contact the College of Public Health's Office of Educational Technology and Assessment (ETA) technical assistance **PRIOR** to contacting the instructor, as your instructor will direct you to this resource. ETA can assist you with various problems, including accessing course materials, links, documents, exams and resetting submission link for assignments/exams. To contact ETA select the **Tech Assistance** button on the course website. The Tech Assistance button links to ETA technical support at <http://health.usf.edu/publichealth/eta/techsupport.html>. Select from any of the available options. Students will receive a reply within 24 hours via phone or email based on student preference. You may also call ETA at 813-974-6666 or 1-888-USF-COPH (option #3). This is available M-F 9am-5pm.

Course Schedule

Week/Date	Topics & Assignments Due
Wk 1 – 8/23	
Wk 2 – 8/30	Syllabus Quiz: Due Wednesday, 9/1, 11pm Plagiarism Quiz: Due Wednesday, 9/1, 11pm APA Citation Practice Paper: Due Sunday, 9/5, 11pm
Wk 3 – 9/6	Health Care Main Points Paper: Due Sunday, 9/12, 11pm
Wk 4 – 9/13	Health Care 1 st Discussion Post: Due Friday, 9/17, 11pm Health Care Discussion: Due Sunday 9/19, 11pm
Wk 5 – 9/20	Health Care Policy Paper: Due Sunday, 9/26, 11pm
Wk 6 – 9/27	Vaccines for Kids Main Points Paper: Due Sunday, 10/3, 11pm
Week 7 – 10/4	Vaccines for Kids 1 st Discussion Post: Due Friday, 10/8, 11pm Vaccines for Kids Discussion: Due Sunday 10/10, 11pm
Week 8 – 10/11	Vaccines for Kids Policy Paper: Due Sunday, 10/17, 11pm
Week 9 – 10/18	Prostitution Main Points Paper: Due Sunday, 10/24, 11pm
Week 10 – 10/25	Prostitution 1 st Discussion Post: Due Friday, 10/29, 11pm Prostitution Discussion: Due Sunday 10/31, 11pm
Week 11 – 11/1	Prostitution Policy Paper: Due Sunday, 11/7, 11pm
Week 12 – 11/8	Medical Marijuana Main Point Paper: Due Sunday, 11/14, 11pm
Week 13 – 11/15	Medical Marijuana 1 st Discussion Post: Due Friday, 11/19, 11pm Medical Marijuana Discussion: Due Sunday 11/21, 11pm
Week 14 – 11/22	Medical Marijuana Policy Paper: Due Sunday, 11/28, 11pm
Week 15 – 11/29	No final exam in this course

Some due dates may fall on holiday weekends. Every assignment can be completed early to avoid potential conflicts. A documented emergency is the only reason late points will be waived for submitting assignments late (see course policies).

Last Day to Withdraw from Course – Saturday, October 30th is the last day to withdraw from a course with a “W”. You do not receive a refund or any academic penalty.

Grading Scale by Letter Grades and Points:

A = 100-89.5%	314 – 350
B = 89.4-79.5%	279 – 313
C = 79.4-69.5%	244 – 278
D = 69.4-59.5%	209 – 243
F = <59.5%	< 208

Syllabus Quiz	10
Tutorial: Plagiarism	10
APA Citation Practice Paper	30
Main Points Papers	80 (4 @ 20 points each)
Blackboard Discussions	100 (4 @ 25 points each)
Policy Papers	<u>120</u> (4 @ 30 points each)
Total Points	350

Syllabus Quiz

This quiz is located in Blackboard under Quizzes. It contains 20 questions. It is timed and must be completed within 40 consecutive minutes. If you exceed this time limit you will lose 1 point for every minute you go over the time limit.

Plagiarism Quiz

<http://www.cte.usf.edu/plagiarism/plagindex.html>

Students are required to complete a tutorial on plagiarism provided by the USF Center for 21st Century Teaching Excellence. Go to the website listed above. Complete the tutorial and take the quiz. You must submit your quiz results to blackboard. Follow the directions below:

- After you've completed the quiz, your results will appear on your computer screen.
- While your results are on the screen, press the "Print Screen" button (usually located in the top right of your keyboard) or "CTRL + Print Screen".
- Open a Microsoft word document (you may also use any .doc document or anything that saves as a .rtf document).
- Type your name at the top of the page.
- Click on "Edit" and "Paste" or right-click and "Paste". Your quiz results will appear.
- Save this file.
- Submit this file (must be .doc, .docx or .rtf) to Blackboard by clicking on the Assignments link and submitting it to the Plagiarism Tutorial Quiz link.

These directions are for Macintosh (Mac) computers:

- While your results are on the screen, hold down Apple key ⌘ + Shift + 3 and release all. Then use your mouse to click on the screen. You will see a picture file (the screen capture picture) on your desktop.
- Open a Microsoft word document (you may also use any .doc document or anything that saves as a .rtf document).
- Type your name at the top of the page.
- Click on "Insert" > "Picture" > "From File". Then browse for file on your desktop and then click "OK". Your quiz results will appear.

- Save this file.
- Submit this file (must be .doc, .docx or .rtf) to Blackboard by clicking on the Assignments link and submitting it to the Plagiarism Tutorial Quiz link.

APA Citation Practice Paper

The purpose of this assignment is to provide practice citing sources in correct APA style. Adhere to APA style STRICTLY! See APA Style Citation Guide in blackboard. Your citations are expected to be flawless.

Requirements for APA Citation Practice Paper:

Points will be removed if you fail to meet any of the requirements listed below.

- Submit to the correct link in Assignments. This uploads your paper to Safe Assignment, a plagiarism detection device. See plagiarism warning within syllabus.
- Put the assignment in the format displayed below.
- Pick any public health topic. You will NOT be writing about this topic. You will only be finding journal articles (academic, peer-reviewed journals) on this topic and citing these sources correctly.
- Find 5 different journal articles (academic, peer-reviewed journals) with information on this topic.
 - At least 2 of these articles must have a DOI number (digital object identifier). See APA Style Citation Guide in blackboard for details and examples.
 - If any of your articles do not have a DOI number, include the necessary retrieval information (the journal's home page). See APA Style Citation Guide in blackboard for details and examples.
- Cite these journal articles in APA style format.
 - Each source must include a reference citation and an in text citation. See APA Style Citation Guide in blackboard for details and examples.
 - Note: If the article has 3-5 authors, you must include the 1st in text citation and subsequent in text citations. See APA Style Citation Guide in blackboard for details and examples.

Format for APA Citation Practice Paper:

Public Health Topic

Full reference citation from 1st journal article (must have a DOI number)

In text citation

Full reference citation from 2nd journal article (must have a DOI number)

In text citation

Full reference citation from 3rd journal article (if no DOI number, include journal's home page as retrieval information)

In text citation

Full reference citation from 4th journal article (if no DOI number, include journal's home page as retrieval information)

In text citation

Full reference citation from 5th journal article (if no DOI number, include journal's home page as retrieval information)

In text citation

Main Points Papers

You will complete a Main Points Paper for each topic by reading about the topics on ProCon.org. Pick out the points that you feel are the most important and relevant to the topic. You must state and analyze the main points of each section: Background, Pro, Con and Videos (when available).

Main Points and Point Analysis Explanation:

- Main point – State the point in quotations or paraphrase the point.
- Analysis of main point – Explain why you chose this as a main point. You may (but are not required to) answer one or more of the questions below in your explanation. These questions are just a starting point to get you thinking.
 - Does it summarize an important argument for/against the topic?
 - Is it a good example?
 - Is it an idea you agree with/disagree with/are not sure you believe?
 - Is it an interesting fact?
 - Does it resonate with you personally (such as remind you of something you've personally seen or experienced)?
 - Does it conflict with your personal experience?

Format for Main Points Papers **with Videos (Health Care & Vaccines for Kids):**

Organize each main point and point analysis in bulleted points format.

Background (2-4 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)

Pro (5-7 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 3rd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- Keep going for 5-7 main points

Con (5-7 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 3rd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- Keep going for 5-7 main points

Videos (2-4 main points) – **At least one from each video**

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)

Requirements for each Main Points Papers **with** Videos (Health Care & Vaccines for Kids):

Points will be removed if you fail to meet any of the requirements listed below. Detailed grade explanations are posted within the grade center for each assignment. Students are expected to learn from their mistakes and improve their work throughout the semester. **As the semester progresses, more points will be removed for failure to correct previous mistakes and meet stated requirements.** Read grade explanations carefully to prevent future mistakes.

- Submit to the correct link in Assignments. This uploads your paper to Safe Assignment, a plagiarism detection device. See plagiarism warning in syllabus.
- Double spaced, 12 point font, 1” margins
- Correct grammar, spelling, sentence structure, etc.
- Follow the format shown on the previous page
- Your main points must be from the entire passage/video (showing that you reviewed the entire section). You cannot pick all of your points from the first few statements of each section. Points will be removed from your grade if all your points are from only one section.
- Background – must contain 2-4 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.
- Pro section – must contain 5-7 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.
- Con section – must contain 5-7 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.
- Videos – must contain 2-4 main points and point analysis. Must contain at least 1 main point from each video.
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.

Format for Main Points Papers **without** Videos (Prostitution & Medical Marijuana):
Organize each main point and point analysis in bulleted points format.

Background (2-4 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)

Pro (7-9 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 3rd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- Keep going for 7-9 main points

Con (7-9 main points)

- 1st main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 2nd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- 3rd main point (must be at least 1 sentence long)
 - Analysis of this point (must be at least 3 sentences long)
- Keep going for 7-9 main points

Requirements for each Main Points Papers **without** Videos (Prostitution & Medical Marijuana):
Points will be removed if you fail to meet any of the requirements listed below. Detailed grade explanations are posted within the grade center for each assignment. Students are expected to learn from their mistakes and improve their work throughout the semester. **As the semester progresses, more points will be removed for failure to correct previous mistakes and meet stated requirements.** Read grade explanations carefully to prevent future mistakes.

- Submit to the correct link in Assignments. This uploads your paper to Safe Assignment, a plagiarism detection device. See plagiarism warning in syllabus.
- Double spaced, 12 point font, 1” margins
- Correct grammar, spelling, sentence structure, etc.
- Follow the format shown on the previous page
- Background – must contain 2-4 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.
- Pro section – must contain 7-9 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.

- Con section – must contain 7-9 main points and point analysis
 - The main point must be at least 1 sentence long.
 - The point analysis must be at least 3 sentences long.

Blackboard Discussions

You will participate in a discussion for each topic. You will be placed in a group of 5-7 of your fellow students to discuss the topic and complete the assignment.

First post deadlines: The discussions require that you reply to at least 1 post from your fellow classmates. Some students wait until the last minute to complete assignments. If everyone waits until the last minute to post comments then some group members don't have posts to reply to and can't complete the assignment. To combat this problem all group members must complete at least 1 post by the first post deadline. This way all group members have an opportunity to reply to other posts and complete the assignment on time.

Appropriate/Inappropriate content of the online discussions: Please reserve the online discussions for topics relevant to this assignment. Curse words, disrespectful language and rude comments will not be tolerated. Penalties for this inappropriate behavior include points being removed from your grade or a 0 in the assignment.

Requirements for EACH Discussion:

Points will be removed if you fail to meet any of the requirements listed below. Detailed grade explanations are posted within the grade center for each assignment. Students are expected to learn from their mistakes and improve their work throughout the semester. **As the semester progresses, more points will be removed for failure to correct previous mistakes and meet stated requirements.** Read grade explanations carefully to prevent future mistakes.

- Timing of first post: You must submit your first post by the 1st post deadline (see course schedule).
- Number of posts (threads): You must submit at least 3 posts.
- New posts and replies: At least 1 of your posts must be new posts and at least 1 must be replies to posts from your fellow classmates. The remaining post can be either a new post or a reply.
- Post length: Each post must consist of at least 200 words.
- Descriptive subject: The subject of each new post must accurately describe what you discuss within the post. It should be short, descriptive and detailed. It CANNOT be general (ex: "health care post" or "post 1"). This does not apply to posts that are replies.
- Integration of information from Pro section: Somewhere among your 3 posts you must integrate information (at least 3 sentences) from the Pro section.
 - This information doesn't have to be in each of your posts or take up an entire post. It just has to consist of 3 sentences somewhere among your 3 posts.
- Integration of information from Con section: Somewhere among your 3 posts you must integrate information (at least 3 sentences) from the Con section.
 - This information doesn't have to be in each of your posts or take up an entire post. It just has to consist of 3 sentences somewhere among your 3 posts.
- Final opinion: Your last post must state and explain your final opinion. **YOU MUST ADDRESS ALL OF THE FOLLOWING QUESTIONS:**
 - What is your final opinion and why do you feel this way?
 - Did you have a strong opinion on this topic before completing this assignment?
 - Has your opinion changed or stayed the same?

Policy Papers

You must complete a Policy Paper on each topic. You are to pretend you are working for a legislative lobbying organization. In each Policy Paper you will attempt to persuade a Congress person to vote for your side or fund your assigned side of the topic. One goal of this assignment is to have you summarize information in a concise manner. Students sometimes assume that more information is better. Concise summary is an important skill, especially when attempting to convince someone of a particular point-of-view.

You will be ASSIGNED to either a Pro or Con side of the topic. You CANNOT pick which side you prefer or personally support. The purpose of this assignment is to force you to advocate for a perspective regardless of your own personal opinion.

Requirements for Policy Papers:

Points will be removed if you fail to meet any of the requirements listed below. Detailed grade explanations are posted within the grade center for each assignment. Students are expected to learn from their mistakes and improve their work throughout the semester. **As the semester progresses, more points will be removed for failure to correct previous mistakes and meet stated requirements.** Read grade explanations carefully to prevent future mistakes.

- 400-600 words
- Correct grammar, spelling, sentence structure, etc.
- Double-spaced, 12 point font, 1” margins
- Submit to the correct link in Assignments. This uploads your paper to Safe Assignment, a plagiarism detection device. See plagiarism warning within syllabus.

- Paragraph 1: Organization, Goal/Purpose/Mission, Pro or Con
 - Organization - You must research an existing organization that advocates for your side of the topic you are addressing. Pretend you are representing this organization.
 - Goal/Purpose/Mission – Explain the goal, purpose or mission of this organization
 - Pro or Con - state whether your argument is Pro or Con (as stated above you CANNOT pick, see blackboard for assignment to Pro or Con side)

- Paragraph 2: Opposite side of the argument
 - Briefly summarize the other side of the argument. This needs to be in your own words. You CANNOT quote points from Procon.org or any other source. See Plagiarism Warning within syllabus.
 - Your summary should include between 3 and 4 main ideas.
 - Include at least 2 references from an academic, peer-reviewed journal. Provide an in text citation for each reference (see APA Style Citation Guide).
 - You may use sources of information other than academic journals in ADDITION to academic journals, but not in place of them.

- Paragraph 3-4: Your side of the argument

- Briefly, but persuasively, summarize your side of the argument. This needs to be in your own words. You CANNOT quote points from Procon.org or any other source. See Plagiarism Warning within syllabus.
- Your summary should include between 4 and 5 main ideas.
- Include at least 3 references from academic, peer-reviewed journals. These must be different from your sources on slide 2. Provide an in text citation for each reference (see APA Style Citation Guide).
 - You may use sources of information other than academic journals in ADDITION to academic journals, but not in place of them.
- Paragraph 5: Policy recommendations
 - Based on your argument, make a recommendation for public health policy. This can be at the federal, state or community level. Some examples might include:
 - Laws and/or regulations: create new/support existing/discontinue existing
 - Education campaigns: create new/support existing/discontinue existing
- Reference Page containing APA Style Citations
 - Provide a full citation for each source of information you cited in your paper.
 - Adhere to APA style STRICTLY! See APA Style Citation Guide in blackboard. You are given an entire assignment to practice citing sources in correct APA style, so your citations are expected to be flawless.

Course Policies & Procedures:

- **Excused absences:** It is university policy that student absences will be excused for military duty, jury duty, and religious days. Consideration will also be given to special requirements of other courses currently enrolled in by the student (e.g., university sponsored events, music performances, athletic competition, judging trips, and field trips) and students who participate in University-sponsored activities. Students who are unable to attend class or complete an assignment because of these reasons must provide notice to the instructor, through email, by the second week of the semester. Students must make arrangements to complete assignments before the deadline. Employment schedules and athletic training/practice schedules of students do not comprise a valid excuse for absences. Excused absences for other reasons may be allowed or declined entirely at the discretion of the instructor.
- **Late assignments:** Late assignments will be assessed a 5 point per day penalty. A documented emergency is the only situation where late points will be waived. A student must receive permission from the instructor to submit an assignment later than a week after the due date. It is recommended that you stay ahead of schedule on the assignments, so if an emergency occurs, your assignment will be completed and submitted within the designated time frame. Technical difficulties cannot be used to justify late assignments.
- **Documented emergencies:** Late assignment submission will be excused for unexpected emergencies when a student can provide proper documentation. These include severe illness of the student/student's dependent(s), deaths in the immediate family, other crisis and severe weather conditions. Students must contact the instructor and provide documentation as soon as possible. Judgment of whether a situation is an emergency, whether documentation is sufficient and whether the student contacted the instructor in a timely fashion is entirely at the discretion of the instructor.
- **Notice for academic assistance:** Students with disabilities are encouraged to contact the instructor to discuss support necessary to achieve academic success (see undergraduate catalog: "Students in need of academic accommodations for a disability may consult with the office of Services for Students with Disabilities to arrange appropriate accommodations. Students are required to give reasonable notice (typically 5 working days) prior to requesting an accommodation.")
- **Civility and Ground Rules:** All communication between instructor and students (including among students) must be respectful to all parties involved. Rude or disrespectful communication will not be tolerated and will be considered a disruption of the academic process (see undergraduate catalog).
- **Email:** You will receive a response to your email in 24-72 hours. If you don't receive a response within 72 hours it is your responsibility to resend your email.
- **Email Etiquette:** Emailing an Instructor is always a professional gesture. You are what you email. Your email messages to your instructor help shape their professional opinion about you. Make sure that it is a positive one. Each email you send should include:
 - Appropriate greeting – Ms. (last name of instructor)
 - Necessary information – Be clear and concise. Avoid spelling errors.
 - Professional tone – Avoid being rude, disrespectful or demanding (see civility and ground rules above).
 - Closing – Include your first and last name and the course for which you are registered. Emails sent through Blackboard automatically include the course.

- **Extra credit:** No extra credit is available in this course. Please refer to the grading rubrics so you know what is expected from each assignment.
- **Sale or distribution of notes or other class products:** All course notes, documents, materials or products may only be used for this class and cannot be distributed for purposes other than this class. Students are not permitted to take notes in class for remuneration (except when the note taker is employed on behalf of a student receiving accommodations) or for the purpose of sale to any person or entity.
- **Audiovisual Recordings:** All unauthorized recordings of class are prohibited. Recordings that accommodate individual student needs (including students receiving accommodations) must be approved in advance and may be used for personal use during the semester only; redistribution is prohibited.
- **S/U Grade System:** This course is not eligible for an S/U (satisfactory/unsatisfactory) grade.
- **Late withdrawal:** Late withdrawal requests will not be approved after the last quiz.

Plagiarism Warning:

As you are working on your assignments in this course, be sure that you synthesize information into your own words and carefully paraphrase any information you find from any source. When you upload your paper to Safe Assignment you are submitting your paper to a plagiarism detection device. In the past, students have received no credit for completing an assignment because they plagiarized portions of their papers. Be sure that you are very careful not to plagiarize any portion of an assignment. The penalties for plagiarism are severe, and it is very difficult for a student's overall grade to recover if they receive a score of 0 on any assignment. Review the plagiarism quiz that was assigned at the beginning of the semester if you have any questions about plagiarism.

Every so often I have a student that wants to make absolutely sure that they aren't plagiarizing, so they fill their paper with direct quotes. Quotes are fine, if correctly quoted and cited, but they should not make up the majority of any portion of a paper. As a general rule of thumb, direct quotes shouldn't take up more than 20% of a paper or any one requirement within a paper. The point of the paper is for you to synthesize the information yourself, not copy it word-for-word from somewhere else.

In conclusion, carefully paraphrase information that you find and put it into your own words. Do NOT cut and paste information from any source. If you use direct quotes, use them sparingly and cite the source correctly.

University Policies:

See the undergraduate catalog for University Policies, including "I" grade policy, resources for students with disabilities, course attendance at first class period, general attendance, academic dishonesty, disruption of academic process and student academic grievance procedures.

<http://www.ugs.usf.edu/catalogs/catdl.htm>

FERPA and Paper Submission:

FERPA is the Family Educational Rights and Privacy Act. This course requires you to submit your paper to a plagiarism detection site that will be identified by your instructor. In order to comply with federal and state privacy laws, you (students) are not required to include personal identifying information such as your name, SSN, and/or U# in the body of the work (text) or use such information in the file naming convention prior to submitting. Please follow your instructor's instructions regarding what identifying information to include. Your submission will be placed in the course grade center in your account that can be accessed by the instructor and attributed to you.

Campus-wide Emergencies:

In the event of an emergency, it may be necessary for USF to suspend normal operations. During this time, USF may opt to continue delivery of instruction through methods that include but are not limited to: Blackboard, Elluminate, Skype, and email messaging and/or an alternate schedule. It's the responsibility of the student to monitor Blackboard site for each class for course specific communication, and the main USF, College, and department websites, emails, and MoBull messages for important general information.

Helpful Resources:

- ETA Tutorials - http://health.usf.edu/publichealth/eta/student_resources.htm
 - How to find a journal article
 - How to submit an assignment
 - Plagiarism
 - Safe Assignment
- USF Library – <http://www.lib.usf.edu>
- Shimberg Health Sciences Library – <http://health.usf.edu/library/home.html>
- College Success Tips - <http://www.mhcls.com/online/study/studymain.mhtml>
 - Study tips: evaluate internet material, learn in class, manage time, higher test grades, study tips, writing a term paper
 - Library and web-based research
 - Your future: resume builder, job search, interview tips, graduate school

Disclaimer:

This syllabus is a preliminary plan for the class and from time to time the class schedule may need to be adjusted by the instructor. If necessary, some components of this syllabus may change. However, any such changes will be announced to the students in class or by Blackboard. The student is responsible for any such announced change.