1.0 CALENDAR DESCRIPTION
Students will create and participate in practica in the areas of ageing and independence, bioethics, health promotion in rural and urban areas, or other areas as appropriate. Practica are developed together with the student, an on-site coordinator who provides direct supervision, and the course instructor. An essay is one of the evaluative components of the course.

Prerequisites: Permission of the Faculty of Health Sciences
Antirequisites: Health Sciences 4900E, the former Health Sciences 409E or 419A/B, the former 4910F/G

Note regarding prerequisite checking
Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

2.0 COURSE INFORMATION
Instructor: Dr. Andrew Johnson
Arthur and Sonia Labatt Health Sciences Building, Room 330
ajorjohnson@uwo.ca

Office Hours: by appointment
Course Website: https://owl.uwo.ca

Times and Location of Lectures:
Online (except where noted in Section 6.0)

3.1 TEXTBOOKS
There are no required readings of any kind for this course, other than readings that are provided by your practicum supervisor. Also, in preparing your practicum paper, you are expected to develop an appropriate set of background readings that will extend the resources provided by the practicum supervisor.

4.0 COURSE OBJECTIVES
In this course, you will create and participate in a practicum in the areas of aging and independence, bioethics, health promotion in rural and urban areas, or other areas as appropriate. Practica are developed together with the student, an on-site coordinator who provides direct supervision, and the course instructor. As described in this course outline, your grade in this course is based on multiple components: creation of a learning contract, development of a practicum poster, supervisor evaluation of your performance in the practicum, and a practicum paper.

Practicum hours are coordinated by the practicum supervisor, as required by the organization. On average, 6 to 8 hours per week are expected, although this may vary substantially from week to week.

5.1 EVALUATION
Learning Contract 2018.09.27 10%
TCPS 2 Ethics Certificate 2018.11.01 5%
Abstract 2018.11.15 10%
Practicum Poster 2018.11.22 10%
Practicum Poster Presentations 2018.11.22, 2018.11.29, & 2018.02.06 15%
Supervisor Evaluation request sent by 2018.12.01 25%
Practicum Paper 2018.12.07 25%
Learning Contract. You are responsible for submitting a learning contract to the course coordinator that indicates the learning goals and objectives for the practicum, created in consultation with your practicum supervisor. This assignment must be submitted through the assignment tool in OWL, no later than 4:30pm on 2018.09.27. This learning contract will be, on average, approximately 500 words in length (approximately 2 double-spaced pages). This is designed to be a brief description of the plan of action for the developing project. It is possible that the objectives may change over the course of the practicum – this is perfectly understandable, and any such changes should be documented by you and approved by your practicum supervisor. It is not necessary to re-submit the learning contract should your plans change during the course of the practicum.

TCPS 2 Ethics Certificate. On your own, you will complete the TCPS 2 Core tutorial (https://tcps2core.ca), and submit your ethics certificate (online, through the assignment tool in OWL), as proof of completion of the tutorial, no later than 4:30pm on 2018.11.01.

Abstract. You will create an abstract for your final poster presentation, and submit this to the course coordinator (through the assignment tool in OWL), no later than 4:30pm on 2018.11.15. The abstract is to be no more than 250 words in length, and should be formatted as an “unstructured abstract.” Further details as to how to structure an abstract will be provided within the lecture videos presented online.

Practicum Poster. You will submit an e-poster suitable for presentation at a research conference, highlighting the work that you accomplished during your practicum placement. The poster should be formatted as to allow presentation on an LCD overhead display (i.e., the poster will not be printed). The poster is to be submitted through the assignment tool in OWL, no later than 4:30pm on 2018.11.22. The practicum poster will be a visual overview or summary of your practicum experience, and the project that you conducted. It is a way of sharing the knowledge that you gained, with a group of your peers.

Practicum Poster Presentations. You will present your e-poster to an audience of your peers. Three presentation dates have been set aside for this purpose: 2018.11.22, 2018.11.29, and 2018.12.06, between 4:30pm and 5:30pm on each date. The practicum poster presentations will be 10 minutes in duration; 7 minutes to present, and 3 minutes for questions. These times will be firmly monitored. You are required to attend all presentations, even when you are not presenting your own work. These poster presentations are worth 15% overall:

5/15 grade assigned by the course coordinator
5/15 grade assigned by two of your peers
5/15 a grade assigned to you based on the quality of the peer evaluation that you conducted on the poster(s) that were assigned to you for evaluation

Supervisor Evaluation. You will be evaluated by your practicum supervisor, based on the learning outcomes identified in your contract. Your evaluation will be based on your ability to meet deadlines, and your success at reaching the goals set out in your learning contract.

Practicum Paper. You will submit a practicum paper in a format that provides a review of the practicum project that you completed, addressing the learning objectives from within your learning contract. The paper should be approximately 2,000 words in length, not including references, title page, and abstract. It should be double-spaced, and formatted using a font size no smaller than 12 points. You are encouraged to use subheadings to identify the main sections of the paper. Referencing and formatting of the paper should conform to the most recent version of APA guidelines. This document is to be submitted online no later than 4:30pm on 2018.12.07.

NOTE: All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).

5.2 LATE POLICY
All assignments are due on the date and at the time indicated. Late assignments are penalized at a rate of 1% for each full hour after the deadline. No assignments will be accepted more than four days late.
6.0  TENTATIVE COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Lecture Date</th>
<th>Lecture Topic</th>
<th>Delivery Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018.09.06</td>
<td>Welcome and orientation to the course</td>
<td>in-person, 4:30pm to 5:30pm</td>
</tr>
<tr>
<td>2018.09.13</td>
<td>Asking good questions</td>
<td>online</td>
</tr>
<tr>
<td>2018.09.20</td>
<td>Putting together an effective learning contract</td>
<td>online</td>
</tr>
<tr>
<td>2018.09.27</td>
<td>Accessing library resources</td>
<td>online</td>
</tr>
<tr>
<td>2018.10.04</td>
<td>Electronic reference management</td>
<td>online</td>
</tr>
<tr>
<td>2018.10.11</td>
<td>no content this week – Fall reading week</td>
<td></td>
</tr>
<tr>
<td>2018.10.18</td>
<td>Effective use of social media</td>
<td>online</td>
</tr>
<tr>
<td>2018.10.25</td>
<td>Putting together an effective abstract</td>
<td>online</td>
</tr>
<tr>
<td>2018.11.01</td>
<td>Putting together an effective poster</td>
<td>online</td>
</tr>
<tr>
<td>2018.11.08</td>
<td>How to give an effective poster presentation</td>
<td>online</td>
</tr>
<tr>
<td>2018.11.15</td>
<td>Engaging in effective peer review</td>
<td>online</td>
</tr>
<tr>
<td>2018.11.22</td>
<td>Practicum Presentations</td>
<td>in-person, 4:30pm to 5:30pm</td>
</tr>
<tr>
<td>2018.11.29</td>
<td>Practicum Presentations</td>
<td>in-person, 4:30pm to 5:30pm</td>
</tr>
<tr>
<td>2018.12.06</td>
<td>Practicum Presentations</td>
<td>in-person, 4:30pm to 5:30pm</td>
</tr>
</tbody>
</table>

7.1  GENERAL COURSE NOTES

Student Code of Conduct
You are expected to comply with the Code of Student Conduct at all times within the classroom, and when dealing with members of the instructional team. The purpose of this Code is to define the general standard of conduct expected of students registered at The University of Western Ontario, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed, and set out the disciplinary procedures that the University will follow. For more information, visit http://www.uwo.ca/univsec/pdf/board/code.pdf.

Course Website
This course is a totally “paperless” course, and as such the course website will be your sole source for lecture overheads, readings, and course information (including this course outline). Due to privacy regulations, grades will only be provided to you through OWL – I will not, under any circumstance, convey grades via email, or over the phone.

Email
I am happy to answer your questions via email. You must, however, use your UWO email address for all correspondence regarding this course. Because the University ‘anti-spam’ programs often reject email from Gmail, Hotmail, Yahoo, and other public email addresses, there is no guarantee that I will receive your emails if you send them from a public email program – or from any off-campus server, when sending email using any method other than the university’s webmail system. That said, I will do my best to answer your emails promptly. Please try to limit your questions to administrative matters only – detailed questions on course content are best: (a) raised during (or immediately after) lectures, (b) asked during office hours, or (c) posted to the online discussion forum.

Grade Adjustments
Final grades in this course will be taken to the closest integer (i.e., I will “round off” decimals). Exam grades will be calculated out of 100% to one decimal place. I will not, under any circumstances, “bump up” your grade (i.e., to facilitate professional school applications etc.). This includes grades that end in a “9”.

Policy on Electronic Devices
During Exams: Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any of the following electronic devices during ANY of the tests, quizzes, midterms, examinations, or other in-class evaluations: cellphones, smart phones, smart watches, smart glasses, audio players or recorders of any sort, video cameras, video games, DVD players, televisions, laptop/notebook/netbook computers, flashlights or laser pointers.

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class. **Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**
7.2 POLICY REGARDING ILLNESS

The University recognizes that a student’s ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student’s overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.

A UWO Student Medical Certificate (SMC) is required where a student is seeking academic accommodation. This documentation should be obtained at the time of the initial consultation with the physician or walk-in clinic. An SMC can be downloaded under the Medical Documentation heading of the following website: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

Documentation is required for non-medical absences where the course work missed is more than 10% of the overall grade. Students may contact their Faculty Academic Counselling Office for what documentation is needed.

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner. Documentation for any request for accommodation shall be submitted, as soon as possible, to the appropriate Academic Counselling Office of the student’s Faculty of registration. For BHSc students, you may go to the School of Health Studies Office in HSB room 222.

7.3 POLICY ON CHEATING & ACADEMIC MISCONDUCT

Scholastic offences are taken seriously and you are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

7.4 HEALTH AND WELLNESS

As part of a successful undergraduate experience at Western, we encourage you to make your health and wellness a priority. Western provides several on-campus health-related services to help you achieve optimum health and engage in healthy living while pursuing your degree. For example, to support physical activity, all students receive membership in Western’s Campus Recreation Centre as part of their registration fees. Numerous cultural events are offered throughout the year. Please check out the Faculty of Music web page (http://www.music.uwo.ca/), or the McIntosh Gallery (http://www.mcintoshgallery.ca/). Further information regarding health and wellness-related services available to students may be found at http://www.health.uwo.ca/. If you are in emotional or mental distress should refer to Mental Health@Western (http://www.uwo.ca/uvwcom/mentalhealth/) for a complete list of options about how to obtain help. To help you learn more about mental health, Western has developed an interactive mental health learning module, found here: https://uwo.ca/health/mental_wellbeing/education/module.html.

7.5 SUPPORT SERVICES

There are various support services around campus, and these include (but are not limited to):

- Student Development Centre -- http://www.sdc.uwo.ca/ssd/
- Student Health -- http://www.shs.uwo.ca/student/studenthealthservices.html
- Registrar’s Office -- http://www.registrar.uwo.ca/
- Ombuds Office -- http://www.uwo.ca/ombuds/

8.0 PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

In the first instance, all appeals of a grade must be made to the course instructor (informal consultation). If you are not satisfied with the decision of the course instructor, a written appeal must be sent to the Director of the School of Health Studies. If you consider this response to be unsatisfactory, you may then appeal to the Dean of the Faculty of Health Sciences. If this response is unsatisfactory, you may appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office.