

HLP 1081 – Total Wellness

Course Syllabus

**Professor Henry J. Allen,
MEd, MS, CHES**

May 12 – June 23

2014-3 // Summer // Session 2

Ref. #s 483832 & 483833

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Faculty Contact Information

Instructor Name: Professor Henry Allen

Office Phone: 954-201-7900

BConline Campus Phone: 954-201-7900

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Email: Please use BC Online (D2L) email. Use my BC email ONLY if you are unable to access the course email: HAllen@broward.edu

Office Hours: I do not have an on campus office, but will be available online.

Online Office Hours: I will be available live from 8:00 PM to 9:00 PM on Sundays.

BC Safety Phone #: 954-201-HELP (4357)

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Course Description

Total Wellness emphasizes the importance of knowledge, attitudes, and practices relating to personal wellness. It is a course designed to expose students to a broad range of issues and information relating to the various aspects of personal wellness including physical, social, emotional, intellectual, spiritual and environmental wellness. This course integrates personal wellness and fitness in both a classroom and exercise environment. Evolving current topics such as nutrition, disease prevention, stress reduction, exercise prescription, and environmental responsibility are integrated to enable the student to understand the lifelong effects of healthy lifestyle choices.

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General Course Outcomes

Upon completion of this course students will be able to:

1. Understand all aspects of physical wellness including assessment, interpretation, maintenance and implementation of a wellness plan.
2. Identify factors that may influence their emotional well-being.
3. Identify factors that may improve intellectual well-being.
4. Define factors that affect spiritual wellness
5. Identify factors that affect interpersonal social wellness.
6. Identify how personal wellness affects the health of the planet and how they can help to create a more sustainable world.

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Course Prerequisites

To maximize your chances for success in this course, make sure that you meet the following course prerequisites:

- **Course Prerequisites and Co-requisites:** None
- **Computer Knowledge and Skills:** Students in this course should be familiar with the following computer skills.
 - **File Management** - You should be familiar with finding and saving files on your computer.
 - **The Internet** - You should be familiar with connecting to the Internet through an Internet Service Provider or Network Connection.
 - **Web Browser Software** - You should be familiar with using web browser software to navigate the Internet and locate information.
 - **Email** - You should be familiar with sending and receiving email messages.
 - **Discussions** - You should be familiar with posting and reading discussion messages in a threaded format.
 - **Attachments** - You should be familiar with sending email messages with attached files.
 - **Word Processing** - You should be familiar with creating, editing, saving, and printing documents using Microsoft Word.
- **Log into Course**
 - [Click here to log into the online portion of this course.](#) The direct link for login is <https://bconline.broward.edu>.

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Course Attendance and Participation Policy

During the first week of class, **you must complete the Syllabus Quiz from the online orientation**, or you will be withdrawn from the course. Simply logging into the course will not satisfy your attendance during this time. As with an on-campus course, students who are reported for non-attendance in an online course and are withdrawn are still responsible for paying for the course. **If you do not complete the**

requirements of the first week of class, you should drop the course by the official drop/add deadline or expect to pay for the course. Last day for 100% refund for dropped class, May 18, 2014.

It is very important for you to actively participate in this online class. If you stop participating in class discussions, do not submit assignments, or fail to take quizzes or tests **prior to the withdrawal date, June 06, 2014**, you will be withdrawn from class and receive a W or, if it is your third attempt, an F.

If you stop participating **after the withdrawal date, June 06, 2014**, you will receive an F. To avoid this situation, you should remain an active learner in this class and always communicate extenuating circumstances to your instructor. If you do not actively participate (complete an assignment or discussion) for 2 consecutive weeks you will need to be withdraw or will be withdrawn. Ongoing communication with the instructor is critical to your course success. Completion of tests, assignments, and other class activities are used as indicators of your participation in order to satisfy this reporting requirement.

See the list of activities required for participation and attendance on the [General Course Policies](#) page

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General Policies and Technical Requirements

You are responsible for being familiar with all BC Online policies and procedures related to your activity in this course.

Broward College Policies

- Review the [Broward College Policies](#) on topics including disability services, academic honesty, privacy, and critical event procedures.

BC Online Policies

- Review the [General Course Policies](#) page for topics including rules for netiquette, definition of participation, and other information.

Proctored Exam Policy

- This course does not have any on-campus exams.

Technical Requirements

- Students taking an online course are expected to be moderately proficient in using a computer. Please go to the [Technical Requirements](#) page for a complete list of computer skills and technical requirements.

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Communication and Faculty Response Policy

Communication

- Use the course email tool only for private, personal, one-to-one communication with a specific individual, or groups of individuals. Do not send course related emails to the instructor's BC email address.
- In the event that the course communication tools are unavailable for more than 24 hours, the instructor will communicate with students (if necessary) via their BC email address. Access your BC email account at <http://www.outlook.com>

Faculty Response

- Course emails and discussion posts will be answered within 48 hours. Emails and submissions sent on Saturday or Sunday, or holidays may not be answered until the next school day. It is recommended that you post course-related questions in the discussion area. Other students may have the same questions as you or may even be able to answer your questions. If you need info related to a test or assignment, plan ahead and submit your questions well ahead of the due date. Additionally, you can contact your instructor during their online office hours or schedule an online meeting. Your instructor is not online 24 hours per day, so please allow time for responses.

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Required Course Materials

This course uses OER (Online Educational Resources).
The text is located in Content.

Textbook Information:

Author: White, Linda

Title: Health Now: An Integrative Approach to Personal Health,
version 1.03, Flat World Knowledge, 2013.



If you use the text from within the course, there is no charge for it. If you wish to obtain a print version of the text, you can do so by following directions after you click on the textbook link. You will be charged for the print version -- details are available once you click on the book link from Content.

The remaining course materials -- notes (in both .pdf format for viewing on the screen and .ppt format for printing) and links are all provided within the course. It is extremely important that you use all the resources provided in the course.

In addition, this course utilizes the following required software or hardware tools:

1. Access to PowerPoint software for Virtual Team Building Assignment
2. Tape measure

3. Any exercise piece of equipment that you can use at home such as a stability ball and/or a set of dumbbells, or exercise bands.

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Methods of Instruction

This is a 2- credit hour course. Normally, a two-credit hour course would meet once or twice during the week (during a 16 week term) for a total of 3 hours per week or 48 hours per term. In this class, we will meet online. There is a mandatory online orientation activity that needs completion during the first week of classes. This includes posting a welcome message using the discussions, completing an online assignment and/or completing an online quiz based on the syllabus. See the course schedule for a detailed description of learning activities and online assignments. You have unlimited opportunities to complete the required syllabus quiz and must receive 100% to continue with this course. Students are responsible for regularly reviewing the course schedule and completing all required in and out of class assignments.

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Course Schedule and Assignments

Read and refer to this section regularly. It will tell you what assignments you should complete, and how to complete them. Deadlines for assignments, assessments, discussions, quizzes, tests, and all other graded and non-graded activities are posted in the course schedule. Submitting work late will be permitted only under extenuating circumstances and only with **prior notification** and documentation (original funeral notice, original doctor note, etc.).

Instructions for Discussion Forum:

- Use the general discussion thread to post questions that might be of general interest to all students such as questions about assignments, tests, etc. Feel free to respond to other students if you think you can help them.
- Each discussion requires two postings. One is an original post and the other is a response to another student in the class.
- The discussions are graded with a rubric. See rubric section of syllabus.

Instructions for Quizzes:

- One midterm and one final quiz.
- The midterm is based on chapters 1, 2, 3, 6. The final is based on chapters 4, 5, and 7.
- Quizzes are available over a three-day period. You may take the quiz ONCE during those three days. There are 50 questions and time limit is 60 minutes.
- There are no make-ups for quizzes.

Instructions for Assignments:

- Assignments are available either from the Content or Assignments. They are based on your own answers. Read the questions carefully. Assignments are based on some activity. Do the best you can on the exercise assessment. You are graded on your own work, not compared to others in the class.
- A downloadable template may be attached to the assignment. Complete and upload.
- Assignments are due on Sundays, 11:59 PM. Use time management so assignments can be completed on time. Yes, assignments are due on holidays. Due date are in the syllabus.
- Prepare for any computer "glitches" at home or in your office. Campus computers are available at Broward College libraries if necessary.
- A grace period of one (1) day is permitted for lab assignments; therefore assignments will be marked late for Monday but are accepted and graded without penalty. The only exception is that assignments due on the Sunday of the Final Quiz will not have a grace period in order to facilitate grade submission. Assignments submitted after the Monday grace period will not be accepted; do not send them through email. There is no grace period for discussions or exams.

COURSE SCHEDULE		
Orientation Module: May 12 - May 16	Learning Materials	Activities
Learning Outcomes By the end of the orientation students will be able to: 1. Read the syllabus 2. Participate in a welcome discussion 3. Complete a syllabus quiz	Orientation module Last day for 100% refund for dropped class, May 18, 2014 .	Read <ul style="list-style-type: none">• Welcome letter from instructor• Syllabus• All items within orientation Discussions <ul style="list-style-type: none">• Welcome Discussion: Introduce yourself Assessments <ul style="list-style-type: none">• Syllabus Quiz Assignments <ul style="list-style-type: none">• Orientation due May 16, 11:59 PM
Unit 1 Physical Wellness May 12 - May 18	Learning Materials	Activities

<p>Learning Outcomes</p> <p>By the end of this unit students will be able to:</p> <p>1.1 Assess, record and compare their current (pre-test) physical fitness level and end of term (post-test) level of physical wellness by means of standardized diagnostic evaluations (body composition, flexibility, muscular strength and endurance, and cardiovascular response to exercise). The student will use the information gathered in the pre-test fitness test to set personal goals and help develop their personal wellness plan.</p> <p>1.2 Using the FITT (Frequency, Intensity, Time and Type) Principle as a guideline, the student will write and implement an exercise prescription specific to the needs of the student.</p> <p>1.4 Measure and record the personal data necessary to calculate body mass index, waist-to-hip ratio, and target heart rate zone. Students will learn the formulaic calculations as well as the implications of the how to use the measurements in terms of their overall health and wellness.</p>	<p>Text book: Read Chapter 1</p> <p>Content - web pages</p> <p>Last day for 100% refund for dropped class, May 18, 2014.</p>	<p>Assignments</p> <ul style="list-style-type: none"> Assignment #1: Assess Your Wellness Due May 18 @ 11:59 PM <p>Discussions</p> <ul style="list-style-type: none"> Discussion #1: Health Behavior Due May 18 @ 11:59 PM
<p>Unit 1: Physical Wellness</p> <p>May 19 - 26 (due on Monday, Memorial Day)</p>	<p>Learning Materials</p>	<p>Activities</p>
<p>Learning Outcomes:</p> <p>At the end of this unit, students will be able to:</p> <p>1.1 Assess, record and compare their current (pre-test) physical fitness level and end of term (post-test) level of physical wellness by means of standardized diagnostic evaluations</p>	<p>Read Chapter 2</p>	<p>Assignments</p> <ul style="list-style-type: none"> Assignment #2: Physical Fitness Assessments Due May 26 @ 11:59 PM Assignment #8: Personal Fitness Plan – Week 1 Due May 26 @ 11:59 PM

<p>(body composition, flexibility, muscular strength and endurance, and cardiovascular response to exercise). The student will use the information gathered in the pre-test fitness test to set personal goals and help develop their personal wellness plan.</p> <p>1.2 Using the FITT (Frequency, Intensity, Time and Type) Principle as a guideline, the student will write and implement an exercise prescription specific to the needs of the student.</p> <p>1.4 Measure and record the personal data necessary to calculate body mass index, waist-to-hip ratio, and target heart rate zone. Students will learn the formulaic calculations as well as the implications of the how to use the measurements in terms of their overall health and wellness.</p>		
Unit 1 Physical Wellness May 26 - June 01	Learning Materials	Activities
<p>Learning Outcomes:</p> <p>1.3 The student will document their food intake for a specified period of time and then using a software application, run an analysis of food intake, and use that information to help formulate a personal nutrition plan.</p>	<p>Read Chapter 3 in textbook</p> <p>Course Content</p> <p>Last day to withdraw from the course with a "W", June 06, 2014</p>	<p>Assignments</p> <ul style="list-style-type: none"> • Assignment #3: Nutritional Analysis Due June 01 @ 11:59 PM • Assignment #8: Personal Fitness Plan – Week 2 Due June 01 @ 11:59 PM <p>Discussion</p> <ul style="list-style-type: none"> • Discussion #2: Nutrition Due June 01 @ 11.59 PM <p>Extra Credit</p> <ul style="list-style-type: none"> • Flexibility Video Due June 15 @11:59 PM
Unit 2 Emotional Wellness	Learning Materials	Activities

June 02 - June 08		
<p>Upon completion of this unit, student will be able to:</p> <p>2.1 Determine how lifestyle choices can affect current and long-term quality of life. Students will survey their personal stress factors using information found in the course textbook or in a related website.</p> <p>2.2 Identify the primary causes of stress, its physiological impact on the human body, and strategies for managing stress.</p> <p>2.3 Establish their readiness and personal approach to a wellness program.</p> <p>2.4 Recognize obstacles to emotional well-being and examine possible solutions and outcomes.</p> <p>2.5 Compare a variety of stress management techniques, and develop a personal stress management plan. Students will have the opportunity to try out different techniques such as journaling, music interpretation, guided imagery, and breathing exercises.</p>	<p>Read Chapter 6 in textbook</p> <p>Course Content</p> <p>Last day to withdraw from the course with a "W", June 06, 2014</p> <p>CONTINUED BELOW</p>	<p>Assignments</p> <ul style="list-style-type: none"> Assignment #4: Assess Your Stress Due June 08 @ 11:59 PM Assignment #8: Personal Fitness Plan – Week 3 Due June 08 @ 11:59 PM
Unit 3 Intellectual Wellness June 02 – June 08	Learning Materials	Activities
<p>Learning Outcomes</p> <p>By the end of this unit students will be able to:</p> <p>3.1 Describe the potential impact of dementia and ways to prevent or reduce its effects.</p> <p>3.2 Identify the importance of intellectual wellness and critical thinking</p>	<p>Read Course Content Unit 3</p>	<p>Assignments</p> <ul style="list-style-type: none"> Assignment #5 - Personal Intellectual Wellness Plan Due June 08 @ 11:59 PM Assignment #8: Personal Fitness Plan – Week 3 Due June 08 @ 11:59 PM (this should be done

<p>skills for lifelong problem solving. Working individually or in small groups, students may work with case studies, simulated situations and physical challenges to develop teamwork and to discover creative solutions.</p> <p>3.3 Connect the six dimensions of wellness and recognize how the integration of many factors contributes to overall wellness. By the end of the semester, students will demonstrate their understanding of how the six dimensions of wellness overlap and influence every aspect of life in class discussions, online blogs and postings, and personal goal setting plans.</p> <p>3.4 Develop a personal intellectual wellness plan.</p>	<p>CONTINUED BELOW</p>	<p>already)</p> <p>Discussions</p> <ul style="list-style-type: none"> • Discussion #3: Impacts of Dementia Due June 08 @ 11:59 PM <p>Extra Credit</p> <ul style="list-style-type: none"> • Flexibility Video Due June 15 @11:59 PM
<p>Midterm Quiz: June 06 – June 08 You may take the quiz any of these days. There are no makeups.</p>	<p>Chapters 1, 2, 3, 6</p>	<p>Midterm Quiz Available June 06, 12:01 AM - June 08, 11:59 PM</p>
<p>Unit 4 Spiritual Wellness June 09 – June 15</p>	<p>Learning Materials</p>	<p>Activities</p>
<p>Learning Outcomes:</p> <p>By the end of this unit students will be able to:</p> <p>4.1 Describe how values and beliefs give meaning to life.</p> <p>4.2 Examine the impact volunteering, connection to other people, and service learning has on their health and well-being.</p> <p>4.3 Outline the behaviors that illustrate their personal spiritual activities and examine their personal beliefs.</p> <p>4.4 Identify the components of a personal spiritual wellness plan.</p>	<p>Read Course Content Unit 4</p>	<p>Assignments</p> <ul style="list-style-type: none"> • Assignment #6: Spiritual Wellness Due June 15 @ 11:59 PM • Last day to sign up for Team Building group project – Assignment #7 (Click More Tools > Groups on navbar) Due June 15 @ 11:59 PM • Assignment #8: Personal Fitness Plan – Week 4 Due June 15 @ 11:59 PM <p>Discussions</p> <ul style="list-style-type: none"> • Discussion #4: Stress

		<p>Management Due June 15 @ 11:59 PM</p> <p>Extra Credit</p> <ul style="list-style-type: none"> • Flexibility Video Due June 15 @11:59 PM
Unit 5 Interpersonal & Social Wellness June 16 – June 22	Learning Materials	Activities
<p>Learning Outcomes:</p> <p>By the end of this unit students will be able to:</p> <p>5.1 Recognize the importance of a social network in supporting a personal wellness plan.</p> <p>5.2 Examine current concerns of global obesity, the patterns and behaviors that have contributed to this epidemic, and the long-term risks associated with obesity.</p> <p>5.3 Compare and contrast diverse cultural lifestyles and their effect on eating patterns, physical activity, and wellness.</p> <p>5.4 Investigate and discuss HIV infection and sexually transmitted infections, how students can protect themselves from becoming infected, and how individuals can participate in global awareness and treatment of the diseases.</p> <p>5.5 Participate in a team building exercise.</p>	<p>Read Chapter 5</p> <p style="text-align: center;">CONTINUED BELOW</p>	<p>Assignments</p> <ul style="list-style-type: none"> • Assignment #7: Virtual Team Building Exercise Due June 22 @ 11:59 PM • Assignment #8: Personal Fitness Plan – Week 5 Due June 22 @ 11:59 PM <p>Discussion</p> <ul style="list-style-type: none"> • Discussion #5: Disease Prevention Due June 22 @ 11:59 PM
Unit 6 Environmental/Planetary Wellness & Final Exam June 16 – June 22	Learning Materials	Activities
Learning Outcomes:	Read Chapter 7	Assignments

<p>By the end of this unit students will be able to:</p> <p>6.1 Describe the greenhouse effect and global warming; investigate personal, local and global behaviors that can create a more sustainable Earth.</p> <p>6.2 Identify hazards in their personal environment (home, school, work) and develop a personal environmental/planetary wellness plan.</p> <p>6.3 Examine how government programs can have a positive effect on the health of humans and the environment.</p> <p>6.4 Recognize how the integration of many factors contributes to the overall wellness of our environment and the planet.</p> <p>6.5 Discuss how population growth affects the environment.</p> <p>6.6 Recognize various hazards to our food and water supply.</p>	<p>Course Content</p> <p style="text-align: center;">CONTINUED BELOW</p>	<ul style="list-style-type: none"> Assignment #7: Team Building Exercise Due June 22 @ 11:59 PM Assignment #8: Personal Fitness Plan – Week 6 Due June 22 @ 11:59 PM <p>Discussions</p> <ul style="list-style-type: none"> Discussion # 6: Environmental Wellness Due June 22 @ 11:59 PM
<p>Final Quiz</p> <p>Final Quiz: June 20 – June 22 only You may take the quiz any of these days. There are no makeups.</p>	<p>Learning Materials</p> <p>Chapters 4, 5, 7</p>	<p>Activities</p> <p>Final Quiz Available June 20, 12:01 AM - June 22, 11:59 PM</p>

Discussion Rubric

Rubrics	10 Points	5 Points	0 Points
Comprehension & Critical Thinking	Demonstrates a full understanding of the topic and related research. Is full of insight and analysis and clear connections to real-life situations are made	Demonstrates an understanding of parts of the topic and related research. Shows some insight and analysis and some connections to real-life situations are made.	Does not seem to understand the topic. Not relevant and not related to real-life situations.

Style	Posts discussion comments using proper spelling, grammar and punctuation. At least 6 sentences are posted. Responds to another posting.	Post discussion comments that contain several spelling and grammatical errors. Responds to another posting.	Posts discussion comments that demonstrate numerous spelling, grammatical and punctuation errors. No responds to another posting (only 1 post)
Netiquette	Posts comments that abide by the rules of Netiquette in that they are respectful, socially appropriate, and professional	Posts comments that violate some of the rules of Netiquette	Posts comments that violate the rules of Netiquette in that they are disrespectful, inappropriate, and unprofessional.
Spelling, Grammar, Capitalization	Post is free of any errors	Post has some errors, uses text messaging.	Post has spelling errors, grammar incorrect and no capitalization.

Assignment Rubric

	20 Points	10 Points	0 Points
Content	Assignment is complete with all questions answered. This will include fitness assessment classification when needed.	Demonstrates some understanding of assignment but missing some parts.	Assignment is not submitted in assignment area on time. Will not be accepted late in email.
Using MS Word for Ediing worksheet	Assignment created in MS Word, or saved as an .rtf (rich text format). Template used that was attached to assignment. Assignment file must be uploaded as a separate document to assignment area.	Assignment added to submission box, no uploaded document.	No assignment was submitted
Style, Grammar, Spelling, graphs (when appropriate)	Spelling, grammar, punctuation, images all correct	Some errors in grammar punctuation	Numerous errors in grammar, spelling and punctuation are occurring in document
Follows assignment directions	Assignment follows directions	Assignment did not follow all directions	Assignment did not follow directions at all. Submitted work but did not answer any questions

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Grading and Exam Policy

- **View your Grades**
 - Online quiz and exam grades will be available after finishing the quiz or exam.
 - Grades for assignments will be posted within five BC working days of the closing date of the assignment.
 - Grades for discussion postings will be posted within five BC working days after the discussion has closed.
- **Make-up Exam**
 - It is at the discretion of the instructor to offer a make-up exam. Make-up exams will only be considered under extenuating circumstances, and with prior notification and documentation (original funeral notice, original doctor note, etc.). Scheduling appointments and vacations are not valid reasons for requesting a make-up exam.
- **How your Grade will be Determined**

Assessment	Graded Points	Percent of Final Grade
Discussions 6 @ 10 points each	60	24%
Project Assignments (7) @ 20 points each	140	56%
Midterm quiz (1) @ 25 points	25	10%
Final quiz (1) @ 25 points	25	10%
Total	250 points	100%

Grading Scale	
Grades	Percentage
Grade = A	90-100% (225-250 points)
Grade = B	80-89.9% (220-224 points)
Grade = C	70-79.9% (175-199 points)
Grade = D	60-69.9% (149-174 points)
Grade = F	59.9%-0.0% (below 148 points)

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Additional Links

- **Password Reset**
 - If your password does not work or you forgot it, click this link to reset it: [Student Password Reset](#).
 - If you need further support, please contact the BC helpdesk at 954-201-7521 or helpdesk@broward.edu.
- **Technical Problems**
 - If you need help using BC Online (D2L), you can review the [step-by-step tutorials](#)

- For year-round, 24 hour technical assistance, please visit the [24/7 Help Desk](#) page.

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