Course Number: NSP 3147

Course Title: Web-Based Education for Staff Development

Course Credit: Three (3) Credits

Instructor: To be determined

Day/Time/Location: Web-based Orientation – Online

Course Description: This course provides the learner with the knowledge and skills to facilitate the development of web-based educational materials for nursing and healthcare staff.

Prerequisites: None

Co-Requisites: None

Course Objectives: At the conclusion of this course students will be able to:

1. Define web-based education.
2. Discuss web-based teaching strategies
3. Evaluate tools used to develop and deploy web-based learning materials.
4. Critique educational resources on the internet.
5. Apply instructional design models to the development of web-based learning materials.
7. Design an online lesson storyboard.
8. Develop a plan to assess online learning.

Student Learning Outcomes

1. Apply web-based teaching strategies and models to the development of online teaching materials for use in staff education.
2. Utilize most appropriate tools to develop and deploy web-based learning experience.
3. Identify up-to-date, accurate educational resources on the internet that can be used for staff education

Topical Outline:

I. Web-Based Education Definition
II. Review of Learning Theories/Styles (from PR4895)
III. Online Teaching Strategies
IV. Instructional Design Models
V. Internet Authoring and Deployment Tools
Course Expectations:

This is a Web-Based Course available on Blackboard. It is necessary that you have access to a computer that has software access to PowerPoint or PowerPoint Reader and that you have an established HSC Email Account. Microsoft Word is the word processing program required by the University and is the format required for all written assignments submitted for a grade in this course. Blackboard 9: Firefox web browser is recommended as your browser. www.Mozilla.com/firefox. You can also use Safari. If you need assistance, please contact USF IT. 813 - 974-1222

It is expected that the learners will demonstrate initiative in seeking learning experiences that will enable them to achieve the course objectives. This includes reviewing all modules, reading required readings, participating in on-line discussions and completing all requirements by the assigned dates. Each student is responsible for notifying faculty if unable to meet any of these requirements.

Faculty will be available by email, telephone and by appointment in the Tampa office. Email will be considered the communication method of choice. Please email with suggested dates and times for Tampa in-office appointments – confirmation will be sent. Phone appointments may also be arranged using the same email method. Emails will be reviewed daily Monday through Friday. If an email message requires a response, the student should receive that response within 48 hours. If the student has not received that response within the 48 hour time frame, please email again.

A general discussion board will be used to facilitate communication with and among faculty and students. This discussion board will also be reviewed Monday through Friday unless student notified otherwise.

Student Expectations:
Assignments are due on or before the posted due date for summative evaluation. (Please check the class schedule for specific information and deadline dates). There will be no assignments for extra credit.

Submission of course materials: All course materials must be submitted through the assignment section of BlackBoard.

Return of course materials: Course materials will be returned in several ways: 1) they may be scanned and files attached to the assignment section 2) completed on line and file attached to the assignment section (where you submitted). Please be aware that this is an alternative method when there are time constraints. Papers will be retained for one month after completion of the semester after which they will be shredded.
**Evaluation Methods:**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creation of Learning Objects</td>
<td>35%</td>
</tr>
<tr>
<td>Web Safari</td>
<td>10%</td>
</tr>
<tr>
<td>Scholarly Critique of tools</td>
<td>15%</td>
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<tr>
<td>Discussion Board</td>
<td>05%</td>
</tr>
<tr>
<td>Course Design utilizing storyboard,</td>
<td>35%</td>
</tr>
<tr>
<td>ID models and assessment</td>
<td></td>
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</tbody>
</table>

**Grading Scale:**

- A 93-100%
- B 84-92%
- C 75-83%
- D 67-74%
- F 66 and below

**Teaching Strategies:**

- Web-based Lectures
- Web technology websites
- Blackboard Discussion
- Curriculum-based projects

**Mandatory Check-in Policy for Web-based Classes**

Students enrolled in web-based classes must check in by Friday at 5 pm in the first week of the semester. Failure to do so will result in the student being dropped from the class.

**Withdrawal Policy**

Withdrawal Policy (approved Faculty Council 12/15/06; revised 1/19/07)

Withdrawals are limited to 1 per course, with a limit of 2 per undergraduate or graduate program. Withdrawals are defined as officially withdrawing from any class after the Drop/Add period, and before the final Withdrawal date as outlined in the Academic Calendar. Any student withdrawing in excess of stated policy may be dismissed from the College of Nursing, unless the College of Nursing has pre-approved a documented Medical and/or Emergent situation.

**Incomplete Guidelines**

Definition: An incomplete grade (“I”) is exception and awarded at the instructors discretion only when students are unable to complete course requirements due to illness or other extenuating circumstances beyond their control. This applies to all gradable courses, including pass/fail (S/U).

Students may be eligible for an “I” when:

- Majority of the student’s work for a course has been completed before the end of the semester
- The work that has been completed must be qualitatively satisfactory
- The student has requested consideration for an “I” grade as soon as possible but no later than the last day of finals week.

**University Policy on Religious Observance:**
No student shall be compelled to attend class or sit for an examination on a day or time prohibited by his or her religious belief. In accordance with the University policy on observances of religious days, students are expected to notify their instructors if they intend to be absent for a class or announced examination prior to the scheduled meeting.

**Student Disability Services:**

Student Disability Services exists to ensure that students with disabilities have the technical, academic, and emotional support necessary to achieve academic and personal success. The Office obtains and maintains disability-related documentation, certifies eligibility for services, determines reasonable accommodations and ensures the provision of services. “Students in need of academic accommodations for a disability may consult with the office of Students with Disabilities Services to arrange appropriate accommodations. Students are required to give reasonable notice prior to requesting an accommodation.”

**Resale of Class Materials**

The sale of class recordings or notes is not permitted.

**Institutional Guidelines**

General Info:

- USF Graduate catalog 2010-2011: [http://grad.usf.edu/catalog.asp](http://grad.usf.edu/catalog.asp)


Disruption of the academic process/Academic Integrity of Students:

This information can be found in Section 7 of the Graduate Catalog

Disruption of the academic process and violations of policies regarding academic integrity will not be tolerated.

Plagiarism:

Plagiarism will not be tolerated and is grounds for failure. This information can be found in Section 7 of the Graduate Catalog.

The University has an account with an automated plagiarism detection service (SafeAssign) which allows instructors and students to submit student assignments to be checked for plagiarism. The instructor reserves the right to 1) request that assignments be submitted as electronic files and 2) submit student’s assignments to SafeAssign, or3) request students to submit their assignments through SafeAssign through myUSF. Assignments are compared automatically with a database of journal articles, web articles, the internet and previously submitted papers. The instructor receives a report showing exactly how a student’s paper was plagiarized. For more information about plagiarism and SafeAssign visit:

Plagiarism tutorial at: [http://www.c21te.usf.edu/plagiarism/index.html](http://www.c21te.usf.edu/plagiarism/index.html)

Student Government Procedure: Review USF Academic Grievance Policy at Section 7, Graduate Catalog
Special Accommodations: Visit the Students with Disabilities Services (SDS) website at http://sds.usf.edu

Campus Closure Policy:
Emergency Preparedness for Academic Continuity http://www.usf.edu/h1n1/emergency-preparedness-for-academic-continuity.asp

Holidays and Religious Observances:

Students who anticipate the necessity of missing any exam due to the observance of a major religious observance should provide notice of the date/s to the instructor, in writing, by the second class meeting.


Library Resources:

USF Library resources and Services; http://lib.usf.edu
Shimberg Health Sciences Library: http://library.hsc.usf.edu
Shimberg Health Library Tutorials: http://library.hsc.usf.edu (follow links under Instructional Services section)


http://owl.english.purdue.edu/owl/resource/5601

Sample paper:

http://owl.english.purdue.edu/owl/resource/5618

Required Textbooks & Resources:


Resource web sites and Readings: Will be included in individual modules. The schedule, policies, and assignments in this course are subject to change in the event of extenuating circumstances or by mutual agreement between the faculty and students.