Educational Transitions for Registered Nurses

NUR 3805

Course Description/Objectives

Course Description: Transitions the Registered Nurse to the professional nursing role using self-reflection to document learning achieved through past personal and professional experiences to plan for career advancement.

Objectives:

1. Develop reflective practice skills.

2. Create a portfolio that documents past professional and personal learning experiences and documentation for future professional development.


4. Develop strategies for achieving personal and professional growth.
**Student Learning Outcomes:**

Upon completion of course activities, learners will be able to:

1. Develop self-reflection skills.
2. Create a basic portfolio used for documenting life-long professional achievements.

**Major Course Topics:**

See topical outline.

- Portfolio development
- IOM Future of Nursing report
- Reflective Practice
- Values clarification

**Delivery Format:**

This is a web-based course

**Required Materials:**


**Recommended Materials:**

**Grading Criteria**

**Grading System:**

- Portfolio 50%
- Miscellaneous 10%
- Discussion Boards 40%
**Assignments:** Papers and references are expected to be typed and formatted according to APA format as found in the Publication Manual of the *American Psychological Association*, 6th edition. All assignments must be submitted on or before the due date. Papers and assignments are expected to have correct spelling and grammar. When an assignment has been submitted correctly, students will see a “!” appear in Gradebook; grades will be posted when grading is completed. You must have access to a reliable computer equipped with Microsoft Word version 1997 or later. You will not be able to submit assignments without this software. Students are encouraged to consider a “plan B” in case of technical difficulties. Most public libraries, for example, provide internet access.

**Feedback:** Formative feedback for your assignments will be returned to you in Grade Center. When formative feedback is completed you will see a “2” in gradebook. This is not your grade, it is to alert you that your formative paper is ready for you to look at. Click on the document in the Instructor’s notes to find your submission with feedback.

**Strategies:** Learning activities will include a variety of methods and may include: supportive readings, web-based presentations, discussion board questions, quizzes, and weekly assignments. It is expected that learners will demonstrate initiative in seeking learning experiences that will enable them to achieve the course objectives. These include reading the textbook, reviewing slide presentations, and completing all assignments on or before the due date. Students are responsible for notifying faculty if unable to meet any of the course requirements. Each student is expected to log onto Blackboard (BB) and check their Health email accounts at least every other day for any messages regarding the course (view both announcements and the discussion boards).

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**Instructor Guidelines**

- **Academic Integrity:** The USF College of Nursing expects students to maintain academic honesty in all courses. By virtue of being registered in a nursing course, students agree to refrain from cheating. If cheating in any form (academic dishonesty) is detected, appropriate action will be taken. (Refer to USF Academic Dishonesty Policy).


- **College of Nursing Grading Standards:**

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

- **Grading Guidelines:** Formative feedback will be provided for all written assignments if turned in by the formative due date. These assignments progress to include prior skills and students will be expected to incorporate feedback received from prior assignments into future assignments.
Make-up Guidelines:

There are no make-ups for this course.

Late Assignments/Incorrect Method of Submission:

Assignments are expected on or prior to the due date. Late assignments will receive a 0 unless negotiation prior to the due date for the particular assignment has resulted in an extension granted by faculty. Extensions are limited to two (2) per course and are granted per faculty discretion for emergencies only. Assignments are due at 2359 hours on the date specified in the Course Calendar.

Incorrect submissions will be allowed resubmission on a case by case basis. Late assignments without a negotiated extension are not allowed resubmission. Generally resubmissions are granted frequently for the first few assignments in the course and in very few instances in the case of scholarly writing assignments.

‘Incomplete’ Guidelines:

Incomplete (I)

Definition: An Incomplete grade (“I”) is exceptional and granted at the instructor’s discretion only when students are unable to complete course requirements due to illness or other circumstances beyond their control.

This applies to all gradable courses, including pass/fail (S/U).

Students may only 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.

Withdrawal Guidelines:

Withdrawal Policy (approved by CON 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 Emergency situation.

See withdrawal process at http://www.registrar.usf.edu/regurl/os/withdraw

Schedule Change Guidelines:

Changes will be announced to all students via the announcements page.
Student Expectations:
The learner is expected to demonstrate initiative in seeking learning experiences that will enable achievement of the course objectives. The faculty member will be available as your resource on a regularly scheduled basis. It is expected that students will seek appropriate assistance from the faculty member for the purpose of facilitating their learning. This can be accomplished through the Discussion Board or USF e-mail. Students are required to read the assigned text and complete all assignments on time. A minimum of 2-3 hours of preparation for each credit hour of class is a rule of thumb; 6-9 hours per week for a 3 credit course. However, the specific number of hours of class preparation will vary with each student depending upon reading, comprehension and writing abilities. Students experiencing difficulties are urged to consult with their assigned academic advisor and/or the instructor. Students may seek assistance at the USF Counseling Center where many programs and services are available.

Communication: The ONLY accepted email will be the USF Health email account. If email is sent from AOL, yahoo, gmail, etc. there will not be a response to the email. If the student is having problems with the USF email account, he/she is expected to contact IT to have it repaired (813-974-6288). There can be no exceptions. Students are expected to check the Discussion Board at least every 48 hours for new announcements and Q & A. It is imperative that students obtain the USF Net ID and Health email immediately in order to receive communication from faculty.

What to Expect of the Instructor: Learning is not something that can be passively acquired. “Learn” is an action word. Faculty is here to facilitate learning activities and skills in this course; the course is structured such that later assignments build on prior assignments. Students are expected to review the formative feedback to incorporate corrections in the later assignments.

Permission to use Lecture(s): You may use any material in the course as needed.

Institutional Guidelines:
USF Current Undergraduate Catalog: http://www.ugs.usf.edu/catalogs.htm
USF Current Graduate Catalog: http://www.grad.usf.edu/catalog.asp
Student Rights & Responsibilities, and Code of Conduct:

Review USF Student Rights & Responsibilities at:
http://www.sa.usf.edu/srr/page.asp?id=81


Disruption of Academic Process/Academic Integrity of Students:

Disruption of the academic process and violations of the policies regarding academic integrity will not be tolerated. Review USF policies on Disruption of the Academic Process and the Academic Integrity of Students at:

http://generalcounsel.usf.edu/regulations/pdfs/regulation-usf3.027.pdf

Academic Dishonesty/Plagiarism:

Plagiarism will not be tolerated and is grounds for failure. Review USF Academic Dishonesty and Disruption of Academic Process Policy in Academic Policy section of catalog at:

Undergraduate: http://www.ugs.usf.edu/catalogs.htm
Graduate: http://www.grad.usf.edu/catalog.asp

The University of South Florida has an account with an automated plagiarism detection service (SafeAssign), which allows instructors and students to submit student assignments to be checked for plagiarism. I (the instructor) reserve the right to 1) request that assignments be submitted as electronic files and 2) submit students' assignments to SafeAssign, or 3) request students to submit their assignments to 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: http://www.cte.usf.edu/plagiarism/plag.html

Student Grievance Procedure:

Review USF Academic Grievance Policy at:

Academic Policy section of catalog at:

Undergraduate: http://www.ugs.usf.edu/catalogs.htm
Graduate: http://www.grad.usf.edu/catalog.asp

Special Accommodation:

“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.”

Visit the Students with Disabilities Services (SDS) website at:
http://www.sds.usf.edu/index.htm

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 observation of a major religious observance should provide notice of the date(s) to the instructor, in writing, by the second class meeting. Review USF Attendance Policy for the Observance of Religious Days by Student at: http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-10-045.pdf

Resources for Students

Library Resources:
- USF Library Resources and Services: http://www.lib.usf.edu/
- Shimberg Health Sciences Library: http://library.hsc.usf.edu/
- Shimberg Health Sciences Library Tutorials: http://library.hsc.usf.edu/ (follow links under ‘Instructional Services’ section)

Citing Sources (APA 6th Edition)
- Guides and Examples: http://www.lib.usf.edu/public/index.cfm?Pg=CitingSources

Plagiarism:
- Tutorial on Plagiarism: http://www.cte.usf.edu/plagiarism/plag.html

9/2011
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Assignments</th>
<th>Date Due</th>
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<tbody>
<tr>
<td>1</td>
<td>Getting Started Course Overview and Calendar</td>
<td>Submit biography to Discussion Board 1 <em>(this will serve as a mandatory check in)</em></td>
<td>1/12/2012</td>
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<tr>
<td>2</td>
<td>Module 1 Beginning the Journey</td>
<td>Blais, chapter 1 View Sentimental Women Need Not Apply</td>
<td>1/22/2012</td>
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<tr>
<td>3</td>
<td>Module 2 Beginning the Journey</td>
<td>Discussion Board 2 In 100 words or less describe why you have made the decision to return to school and obtain your BSN</td>
<td>1/29/2012</td>
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<td>4</td>
<td>Module 3 Portfolio</td>
<td>Read posted articles related to portfolio development Read Nightingales’ Resume Begin draft of CV</td>
<td>2/5/2012</td>
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<tr>
<td>5</td>
<td>Module 4 Setting Career Goals</td>
<td>Read articles on goal setting</td>
<td>2/12/2012</td>
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<td>6</td>
<td>Module 5 Values Clarification</td>
<td>Blais, chap. 4 Values PPT &amp; values clarification exercise Discussion Board 3 Identify your top 5 values, prioritize them and describe the role they play in your behavior and your life, personally and professionally.</td>
<td>2/19/2012</td>
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<tr>
<td>7</td>
<td>Module 6 Reflective Practice</td>
<td>Benner readings <em>(pages)</em> Reflective practice readings View Exemplar powerpoint</td>
<td>2/26/2012</td>
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<tr>
<td>8</td>
<td>Module 7 Reflective Practice</td>
<td>Submit Clinical Exemplar</td>
<td>3/4/2012 (formative)</td>
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<td>9</td>
<td>Module 8 Future of Nursing</td>
<td>IOM Report Discussion board 4 What is your position on the IOMs recommendation # 5?</td>
<td>3/11/2012</td>
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<td>SPRING BREAK</td>
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<tr>
<td>10</td>
<td>Module 9</td>
<td>Future of Nursing</td>
<td>Read the AACN Impact paper on minimal preparation</td>
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<td>11</td>
<td>Module 10</td>
<td>Certifications and Professional Organizations</td>
<td>Blais, chap. 2 &amp; pges. 76 – 78</td>
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<tr>
<td>12</td>
<td>Portfolio</td>
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<td>Submit portfolio for formative feedback</td>
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<td>13</td>
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<td>Continue work on portfolio</td>
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<td>14</td>
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<td>Submit portfolio for summative</td>
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<td>15</td>
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<td>Complete instructor and course evaluations</td>
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***** Note all assignments must be submitted through BlackBoard. Any assignment submitted will initially receive a “0” indicating that the faculty has downloaded the paper and it is awaiting feedback/grading. When there is a “2” the formative feedback is complete.

The student is expected to resubmit for summative evaluation. Only one submit for summative evaluation will be permitted. When any paper for formative has been completed, the “checkmark” in the assignment column indicates feedback has been completed.