Dental Hygiene Educational Concepts
DEH 3730
Course Syllabus

Instructor Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>Michelle Oristian Fellona, RDH, MS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email</td>
<td>Please use the Mail tool from within MyCourses. If MyCourses is unavailable, my school email address <a href="mailto:fellona.michelle@spcollege.edu">fellona.michelle@spcollege.edu</a></td>
</tr>
<tr>
<td>Virtual Office Hours</td>
<td>As this is an online course, you can expect a response from me within 24-48 hours of an inquiry via email.</td>
</tr>
<tr>
<td>Phone</td>
<td>843-707-1401; Please feel free to call me anytime</td>
</tr>
<tr>
<td>Academic Department</td>
<td>College of Health Science Rebecca Ludwig, PhD, Dean Health Education Center Room #178 <a href="mailto:ludwig.rebecca@spcollege.edu">ludwig.rebecca@spcollege.edu</a> 727-341-3771 (Sandy Malkin, Staff Assistant)</td>
</tr>
</tbody>
</table>

Course Information:

<table>
<thead>
<tr>
<th>Course Prefix and Number</th>
<th>DEH 3730</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course title</td>
<td>Dental Hygiene Educational Concepts</td>
</tr>
<tr>
<td>Credit Hours</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Description:

This course is designed to provide the student with an introduction to educational concepts and theory relative to dental hygiene education. Topics included are course development and design, goals and objectives, laboratory and clinical instruction, principles of learning, learning styles and motivation, case-based learning, and using educational media and software.
Emphasis will be on presenting the basic concepts of educational planning, development and evaluation.

**Prerequisites:**

Successful completion of the course Contemporary Issues in Dental Hygiene (DEH 3813) is the prerequisite for Dental Hygiene Educational Concepts.

**Required Text:**

![Tools for teaching](image)


**Reference Texts:**


**Note:** This book should have already been purchased for your previous courses—you will have some required readings in this text as well.
Major Learning Outcomes

At the end of this course in Dental Hygiene Educational Concepts the student will be able to do the following:

1. The student will be able to function as a professional healthcare educator in a variety of settings.

2. The student will be able to affirm the basic educational concepts and techniques for effective teaching and evaluating in the classroom, laboratory, and clinical environment.

3. The student will be able to identify personal and professional values and skills that contribute to effective teaching and learning with diverse populations of students.

4. The student will be able provide clear, planned professional presentations, based on current information and best practice standards.

Course Objectives

The Course Performance Objectives for Dental Hygiene Educational Concepts are stated at the beginning of each weekly module.

Course Organization

Dental Hygiene Educational Concepts is organized into 6 modules of study relative to dental hygiene education. The following modules were designed to take one week each to complete, with approximately 7-8 hours of work included in each module. The final module- Module 6 - includes the “Presentation of Teaching Project” that will need to be started prior to the final week of this course. Please pace your study habits, and course activities accordingly.

- Module 1: Introduction to Learning Theory and Learning Styles
- Module 2: Mechanics of Course Development
- Module 3: Developing Presentations and Learning Activities
- Module 4: Collaborative and Case-based Learning
- Module 5: Evaluation of Learning and Instruction
- Module 6: Presentation of Teaching Project (Final Project)

Throughout the above modules, you will complete activities or projects that enhance and support the learning objectives for each of the topics. Activities and assignments are due at the conclusion of each week- Sunday at midnight, EST.
Course Expectations

This course covers a great deal of material and, as in all courses in the BASDH program, you are expected to be an involved, active participant. Active participation will ensure that you gain the knowledge and skills necessary to facilitate learning in dental hygiene educational settings. In order to successfully complete this course, you will:

- Complete required readings as assigned
- Respond to the discussion forums with scholarly, thoughtful postings according to the directions in the module, and according to the participation and attendance policy stated below
- Complete various activities, assignments, and projects

You are required to think and work in an independent and scholarly manner during this course. Learning is not a spectator sport; you are responsible for your own learning experience.

Participation and Online Attendance

Regular online attendance and class participation is essential for the successful completion of this course. Respond to each of the weekly discussion forums with well written, grammatically correct postings that contain scholarly thought. For full participation points, you are expected to log on to the course and do the following:

- Post your first original post to a discussion forum by midnight Wednesday
- Post all other original posts by midnight Friday
- Make the required number of substantive replies to other students’ forum postings at any time during the module week
- Read a majority of posts (including the Weekly Summary) in any given module discussion forum.
  - Note: MyCourses allows faculty to see the number of posts within each discussion forum that each student reads. Notice in the grades section at the end of this syllabus that .5 points are awarded for reading a majority of posts.
- After completing the module assignment(s), post your Weekly Summary by midnight Sunday of the module
Attendance is mandatory in this program. Since our BASDH courses have been developed on the foundation of discussion, reading, writing, and critical thinking it is imperative that you are present (online) to learn. Should you find it necessary to miss an entire week (seven days, Monday through Sunday) you will be expected to complete the assignments as required by the faculty; however, your final course grade will be lowered ONE letter grade for the absence. (Note: Attendance is determined by posting to the discussion forums within the weekly modules.) There are no excused absences in this program.

The schedule for the entire curriculum has been presented during the online orientation so students can plan their vacations and personal matters accordingly. You can always access the calendar for your cohort in the DH Commons.

Weekly Summary
At the end of each module, you will submit a 150-200 word summary that critically reflects on and summarizes what was learned from the readings, activities, projects or assignments for the module. This is intended as a tool to enhance participation, provide feedback to the instructor, and allow reflection on the part of the learner. This report is posted on the discussion board under the appropriate title for the module. The weekly summaries will be included in your weekly participation grade for the module.

Learning Community
Learning communities of 3-4 members will work together in their assigned study group throughout the program to complete assigned projects or papers. The learning team assignments are designed to encourage cooperative and collaborative learning for the adult learner. You will be asked to apply group process and decision-making skills to group learning assignments, projects, and papers.

Drop Information
Students can drop a course for a refund by a SPECIFIC date. The drop date with full refund for this course is October 18, 2016.

Withdrawal Information
A withdrawal ("W") grade will be assigned if the student voluntarily withdraws from the class by completing the proper forms. The withdrawal
date for this course is **November 15, 2016**. Students voluntarily or involuntarily withdrawn after this date will receive a grade of "F."

**Incomplete**

An Incomplete ("I") may be extended to a student who for valid reason is unable to complete the course, provided that he/she is in good standing in the course and has completed at least 80% of the coursework. The student must sign a form acknowledging the work to be completed and the date by which the work must be completed. If the work is not completed by that date, the "I" will convert to an "F."

**Weekly Quizzes**

Short online quizzes will be given at the conclusion of each module, with the exception of Module 6. The questions (generally about 10 in number) are in true/false, multiple choice, or matching format. The quiz questions will primarily be taken from the text reading assigned for the module. You may use your text book, course content or notes while taking these quizzes but you must work independently. **Working on a quiz with your classmate/s is in violation of the Academic Honesty policy at SPC.** A grade of zero will be assigned to the quiz for alleged academic dishonesty, pending the appeal process. Penalties may include dismissal from the BASDH program and expulsion from St. Petersburg College. Quizzes are limited to 15 minutes each.

**NOTE:** It is considered cheating and a **violation of SPC's Academic Honesty policy** to consult with current or former students while taking an online quiz. Also, saving, printing and or sharing of quizzes and quiz questions is strictly prohibited.

**Late Assignments**

Any assignment that is turned in late for any reason will be penalized. For **each day the assignment is late, one point** will be deducted from the grade. A maximum of 4 points per week will deducted from the overall grade.

If an assignment is **not submitted within two weeks from the due date, it will be considered a non-submission.** In this program, non-submitted assignments will result in a zero for the assignment. Additionally, the **final course grade will be lowered by one letter grade for each assignment that is not submitted.**

Please be sure to **print and or view the Online Organizer frequently** as this document lists all assignments and due dates. Remember that all BASDH courses run on **Eastern Standard Time ( EST)** for due dates and
dropbox deadlines. If you are submitting a late paper, you will need to do so via email attachment to your instructor as the dropbox will be closed and not visible to you.

**Late Final Assignments** (assignments due as part of the last module in the course) will result in the following penalties:

- 1 day late: 25% deduction from the graded value
- 2 days late: 50% deduction from the graded value
- 3 days late: 75% deduction from the graded value
- No submissions accepted after 3 days following the final day of the course
- Non-submission of the Final assignment will result in a 0 along with the final course grade being lowered by one letter grade

**MyCourses ePortfolio:**

The *ePortfolio* within MyCourses offers a convenient way to store and keep track of all graded papers/projects/assignments as well as syllabi for each course in the program. In the final course in the BASDH program---the **Dental Hygiene Capstone**---this tool will provide a means to create and present your *individual ePortfolios*.

It is your responsibility to **do following for each course** in the BASDH curriculum:

- Upload the *syllabus* for this course (as an artifact)
- Upload all *graded assignments* (as artifacts)
- Create a *new Collection* with the *title of this course*
- Place all artifacts from this course into the Collection

**Academic Honesty**
All academic work submitted to satisfy course assignments and requirements is expected to be the result of each student’s own thought, research, and self-expression. A student will have committed plagiarism if someone else’s work is reproduced and or copied without acknowledging its source. A grade of zero will be assigned to any assignment, paper, report, or project for alleged academic dishonesty, pending the appeal process. Penalties may include dismissal from the BASDH program and expulsion from St. Petersburg College.

**NOTE:** It is considered cheating and a violation of SPC's Academic Honesty policy to consult with current or former students while taking an online quiz. Also, saving, printing and or sharing of quizzes and quiz questions is strictly prohibited.

It is your responsibility to be familiar with the policies, rules, and the consequences of violations. Read about the policy at: [http://www.spccollege.edu/AcademicHonesty/](http://www.spccollege.edu/AcademicHonesty/)

### Online Library:

The Online Library is best accessed through my courses. Once logged in to MyCourses, locate Student Resources on your home page. Under the list, click on *Library Resources and Services*. That will open a new window in the SPC’s library. Once there, use the toolbar at the top of the page to take you to the proper tab.

To reach the Reference desk at the Health Education Center library, call: 727-341-3775.

**Josh Brown** is the librarian working with our BASDH students. He can be reached at brown.josh@spcollege.edu He may also be reached by phone at 727-341-3657.

### Writing Tutor:

A tutor is available to any student who desires help and direction with writing skills. This service is provided at no cost, and is administered through the New Initiative Program (NIP). Call the NIP Center (727-341-3724) for further information, or directly email one of following tutors:
• Tiffany Schuyler (graduate of BASDH program): tiffanyschuyler@gmail.com
• Leo Johnson: Johnson.leo@spcollege.edu

**NOTE:** please be sure to give plenty of lead-time for your tutor to review your paper and provide feedback.

Also, tutors are not provided to proof and correct all grammatical or APA style errors. They will give direction and suggestions for how to improve writing, along with pointing out areas that need revision or edits, but it is not their role to make the actual corrections. It is your responsibility to make final edits, revisions, and corrections.

**Email Communications outside your SPC Courses:**

Your Live@edu student email is the college’s official way to communicate with you outside of your ANGEL courses. It is important that you use your SPC student email account for any electronic correspondence with SPC, as your personal email may get sent to spam and/or be deleted. You will periodically be receiving important updates, notices, or official communication from SPC that will only be sent to your school account, thus be sure to regularly check your Live@edu email.

**Accommodations:**

St. Petersburg College recognizes the importance of equal access for all students. Accessibility Services is the campus office that works with students who have disabilities to provide and/or arrange reasonable accommodations. Instructors may not grant accommodations without proper documentation from the Office. Students registered with Accessibility Services, who have a letter requesting accommodations, are encouraged to contact the instructor early in the semester. Students who have, or think they may have, a disability (e.g. learning disability, ADD/ADHD, psychiatric, medical/orthopedic, vision, and/or hearing), are invited to contact Accessibility Services for a confidential discussion at 727-341-3721 (V/TTY) or at silvers.stefanie@spcollege.edu. Additional information is available at the college-wide Accessibility Services website: http://www.spcollege.edu/accessibility/
**Computer Assistance**

If you are experiencing computer-related problems or have questions in regard to computer software or hardware, please contact the "helpdesk" at 727-341-4357 or email at onlinehelp@spcollege.edu. Helpdesk hours are Monday through Sunday 7 a.m. to midnight, EST.

**College-Wide Syllabus Addendum**

Please click on the link below to access important information about college-wide policies and procedures:

http://www.spcollege.edu/addendum/

**Grading Policy**

The final grade for this course is based on successful completion of all components of the modules as follows:

<table>
<thead>
<tr>
<th>Method</th>
<th>Points</th>
</tr>
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<tbody>
<tr>
<td>Quizzes</td>
<td>50 (5 quizzes at 10 points each)</td>
</tr>
<tr>
<td>Participation Points:</td>
<td>16 (3 points per week for 5 weeks; 1 point for week 6 summary)</td>
</tr>
<tr>
<td></td>
<td>Out of the <strong>3 points</strong> per week:</td>
</tr>
<tr>
<td></td>
<td>- 1= content of original and reply postings (thoughtful, scholarly, gramatically correct)</td>
</tr>
<tr>
<td></td>
<td>- .5= participating in discussion forums according to policy stated</td>
</tr>
<tr>
<td></td>
<td>- .5= reading a majority of student/faculty posts to any given discussion forum in the content module</td>
</tr>
<tr>
<td></td>
<td>- 1= weekly summary (150-200 words)</td>
</tr>
<tr>
<td>Assignment</td>
<td>Points</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Module 2 Assignment</td>
<td>10</td>
</tr>
<tr>
<td>Module 3 Assignment</td>
<td>10</td>
</tr>
<tr>
<td>Group Project Module 4</td>
<td>10</td>
</tr>
<tr>
<td>Module 5 Assignment</td>
<td>10</td>
</tr>
<tr>
<td>Final Teaching Project</td>
<td>25</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td><strong>131</strong></td>
</tr>
</tbody>
</table>

The letter grade will be computed as follows:

<table>
<thead>
<tr>
<th>Grade Computation</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>118-131</td>
</tr>
<tr>
<td>B</td>
<td>105-117.999</td>
</tr>
<tr>
<td>C</td>
<td>92-104.999</td>
</tr>
<tr>
<td>D</td>
<td>79-91.999</td>
</tr>
<tr>
<td>F</td>
<td>below 79 points</td>
</tr>
</tbody>
</table>

Total points of **92 points or more** are required to **receive a C** and pass this course. NOTE: Points are **not rounded up to the next highest number**. For example, if you earn 117.75 points in this course, your grade will be a "B". **As in all courses in the BASDH program**, the initial submission with grade stands as is. No resubmissions will be accepted for additional points.

A minimum grade of C is required to continue in the BASDH program.

**Schedule:**

For a complete schedule of assignments and dates, please check the **Online Organizer**

1. **Note:** Please be sure to save all of your graded assignments as well as the course syllabus for your MyCourses ePortfolio. Also, update your MyLearning Plan.