Course Syllabus

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FES 3263 Spg 2021.pdf

Course:	FES 3263
Credit Hours:	3
Session:	Spring 2021
Instructor:	Jaime S. Greene, MS, EMT
	jsgreene@ufl.edu (mailto:jsgreene@ufl.edu)
Office Hours:	Virtual office hours 5pm to 7pm on Mondays.

Course Communications: General questions should be posted to the Module Discussion Forum. Private messages should be sent using the Canvas Messenger feature. Urgent messages can be sent to my UF email.

REQUIRED TEXTS: Alexander, M. (2006). Foundations for the Practice of EMS Education. Brady Publishing.| ISBN-13: 978-0-13-1194359

Concise Guide to APA Style, Seventh Edition ISBN 978-1-4338-3273-4

Additional Reading List: Uploaded and available as PDF documents under the "Files" section of the course website.

- Gurchiek, D. (2014, October 10). "*The Five Phases of Preceptorship (https://www.emsworld.com/article/12009234/paramedic-preceptorship)* ".
- NHTSA. (2000). "*National Emergency Medical Service Education Standards*".
- Touchstone, M. (2010, November 30). "*Professional Development Part 12: The Importance of Professional Behavior (https://www.emsworld.com/article/10319107/professional-development-part-12-importance-professional-behavior)* ".

Course Description

This course introduces the EMS professional to the education system as it relates to EMS education. Students explore issues in curriculum-development, teaching, program direction, and development.

Prerequisite Knowledge and Skills: None

Purpose of Course: This course provides the foundation for the student to gain an appreciation of the education components to teach in the education setting.

Course Objectives

By the end of this course, you will be able to:

1. D   ▶ Syllabus Navigation   EMS.

2. Develop a curriculum.

3. Perform as a program director for an EMS program.

How This Course Relates to the Student Learning Outcomes in the Fire & Emergency Services Program: Demonstrate effective leadership behavior and skills in fire and emergency services. Demonstrate strong verbal and written communication skills for leadership in fire and emergency services.

Instructional Methods: The course is designed for individual and group interactivity. It is important to post and respond to discussion questions in the course within the time frame allotted. This provides a learning environment by networking with other students in the course. The assignments are individual-based to give you the opportunity to do a variety of activities, in many cases, similar to what you will be doing in roles of leadership in the emergency services profession.

Course Policies

Attendance Policy: The course is designed in a module format. You should check the site at least once a week. You are required to complete the assignments, including discussion questions, within the time period designated on the module. There will be virtual meetings set up throughout the course. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog .

Quiz/Exam Policy: There is a final project for this course. There are no exams or quizzes.

Make-Up Policy: You must contact me if you are going to be late on any assignment to receive credit.

Assignment Policy: All assignments have a due date. Please be sure to check the date and time due in each module.

Course Technology: The course resides in the web-based Canvas learning management system, requiring access to internet. Class meetings require a web camera and mic/audio. If you are not able to use a web camera, you will need to provide audio/mic. You can also call in using a telephone to attend required class meetings.

Online Course Evaluation (Required): Students are expected to provide feedback of the quality of instruction in this course by completing **online evaluations (https://evaluations.ufl.edu)** . Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these **assessments (https://evaluations.ufl.edu/results)** are available to students.

UF Policies

University Policy on Accommodating Students with Disabilities: Students requesting accommodation for disabilities must first register with the **Dean of Students Office** (http://~ ___ f Students Office will provide documentation to the student who must th ___ the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

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University Policy on Academic Misconduct: UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." **The Honor Code (https://sccr.dso.ufl.edu/students/student-conduct-code/)** specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor of this class.

Class Demeanor or Netiquette: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. For expectations see; **Netiquette Guide for Online Courses (http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf)** .

Student Evaluations

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at **https://gatorevals.aa.ufl.edu/students/ (https://gatorevals.aa.ufl.edu/students/)** . Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via **https://ufl.bluera.com/ufl/ (https://ufl.bluera.com/ufl/)** . Summaries of course evaluation results are available to students at **https://gatorevals.aa.ufl.edu/public-results/ (https://gatorevals.aa.ufl.edu/public-results/)** .

Getting Help

For issues with technical difficulties for E-learning in Canvas, please contact the **UF Help Desk (http://helpdesk.ufl.edu)** at:

- **http://helpdesk.ufl.edu (http://helpdesk.ufl.edu/)**
- (352) 392-HELP - select option 2

Any requests for make-ups due to technical issues must be accompanied by the ticket number rece
from the Help Desk when the problem was reported to them. The ticket number will document the ti...
and da⬛⬛⬛⬛⬛⬛⬛⬛⬛⬛ I your instructor within 24 hours of the technical difficulty if you
wish to

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Other resources are available at http://www.distance.ufl.edu/getting-help
(http://distance.ufl.edu/getting-help/) for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Should you have any complaints with your experience in this course please visit
http://www.distance.ufl.edu/student-complaints (http://www.distance.ufl.edu/student-complaints) to
submit a complaint.

Grading Policies

Late Assignments and Discussion Posts:

- Assignments 48 hours late will receive a 10% grade deduction.
- Assignments more than 48 hours, but less than 30 days late, will receive a 20% grade deduction.
- Assignments more than 30 days late, but submitted during the semester, will receive a 50% deduction.
- Discussions up to 48 hours late will receive a 25% grade deduction.
- Discussions later than 48 hours will receive a 50% grade deduction.

See current UF grading policies (https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx).

Assignment	Points
Discussion Participation; 15 points each discussion	105
Homework Assignments; 15 points each assignment	105
Final Project; comprehensive and applied	100
TOTAL	310 POINTS

GRADING SCALE:

A = 93.0 to 100%   C = 73.0 to 76.9

A- = 90.0 to 92.9   C- = 70.0 to 72.9

B+ = 87.0 to 89.9   D+ = 67.0 to 69.9

B = 83.0 to 86.9   D = 63.0 to 66.9

B- = 80.0 to 82.9   D- = 60.0 to 62.9
C+ = 77.0 to 79.9   F = below 60

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Week 1 Jan. 10	The Context of EMS Education Philosophical Foundations of Education Ethics, Standards, and Legal Considerations in EMS Education	
	Module One Discussion	**January 15**
Week 2 Jan. 17	Institutions, Settings, and Types of Programs Qualities, Competencies, Roles, and Responsibilities of EMS Educators	
	Module One Assignment	**January 22**
Week 3 Jan. 24	The Traits and Needs of Learners The Psychology of Learning	
	Module Two Discussion	**January 29**
Week 4 Jan. 31	Overview of the Educational Planning and Curriculum Development Processes Determining and Communicating Educational Needs	
	Module Two Assignment	**February 5**
Week 5 Feb. 7	Developing Instructional Objectives Packaging the Program	
	Module Three Discussion	**February 12**
Week 6 Feb. 14	Program Evaluation Educational Measurement	
	Module Three Assignment	**February 19**
Week 7 Feb. 21	Student Evaluation and Remediation	
	Module Four Discussion	**February 26**
Week 8 Feb. 28	Selection of Materials and Media	
	Module Four Assignment	**March 5**
Week 9 Mar. 7	Lesson Planning	
	Module Five Discussion	**March 12**

Week		
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Mar. 1.	...ction	
	...ignment	March 19
Week 11 Mar. 21	Classroom Management **Module Six Discussion**	March 26
Week 12 Mar. 28	Considerations in Laboratory and Clinical Teaching **Module Six Assignment**	April 2
Week 13 April 4	Roles and Responsibilities of Key Institutions and Personnel **Module Seven Discussion**	April 9
Week 14 Apr. 11	Professional Development **Module Seven Assignment**	April 16
Week 15 Apr. 18	**Final Project** **Final Project**	April 21

Disclaimer: This syllabus represents my current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.

Course Summary:

Date	Details	
Thu Jan 14, 2021	📝 **Extra Credit Syllabus Quiz** (https://ufl.instructure.com/courses/415312/assignments/4459086)	due by 11:59pm
Fri Jan 15, 2021	📝 **Module 1 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459093)	due by 11:59pm

Date	Details	
Fri Jan	📝 **Module 1 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459095)	due by 11:59pm
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Fri Jan 29, 2021	📝 **Module 2 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459092)	due by 11:59pm
Fri Feb 5, 2021	📝 **Module 2 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459096)	due by 11:59pm
Fri Feb 12, 2021	📝 **Module 3 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459091)	due by 11:59pm
Fri Feb 19, 2021	📝 **Module 3 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459097)	due by 11:59pm
Mon Feb 22, 2021	📅 **University of Florida GatorEvals – Spring Mid-Term Evaluation 2020** (https://ufl.instructure.com/calendar?event_id=1735900&include_contexts=course_415312)	11:59pm
Fri Feb 26, 2021	📝 **Module 4 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459090)	due by 11:59pm
Fri Mar 5, 2021	📝 **Module 4 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459098)	due by 11:59pm
Fri Mar 12, 2021	📝 **Module 5 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459089)	due by 11:59pm
Fri Mar 19, 2021	📝 **Module 5 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459099)	due by 11:59pm
Fri Mar 26, 2021	📝 **Module 6 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459088)	due by 11:59pm
Fri Apr 2, 2021	📝 **Module 6 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459100)	due by 11:59pm
Fri Apr 9, 2021	📝 **Module 7 Discussion** (https://ufl.instructure.com/courses/415312/assignments/4459087)	due by 11:59pm

Date	Details	
Fri Apr	📋 **Module 7 Assignment** (https://ufl.instructure.com/courses/415312/assignments/4459101)	due by 11:59pm
Wed Apr 21, 2021	📅 **University of Florida GatorEvals – Spring 2020** (https://ufl.instructure.com/calendar? event_id=1735901&include_contexts=course_415312)	11:59pm
	📝 **Final Project** (https://ufl.instructure.com/courses/415312/assignments/4459094)	due by 11:59pm

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