

HLED 1220: Personal Health Management – Fall 2024

Health Education Program Department of Health, Exercise, and Sports Sciences
University of New Mexico

<https://coehs.unm.edu/departments-programs/hess/index.html>

505-277-5151

Instructor Information

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Office Hours – online by appointment

Course Information

HLED 1220 Section 501CRN 66938 Fall 2024:

8/19-10/13, a 1st 8-week course

3 credit hours

Course Description

Exploration of the major areas of health information pertinent to understanding how to achieve, maintain, and promote positive health. Topics covered include mental health, drugs, human sexuality, prevention and control of diseases, nutrition, consumer health and ecology.

Common Course Objectives: as defined by the New Mexico Higher Education Department.

Students will:

1. Describe the dimensions of wellness.
2. Develop a personal plan and skills for being healthy for life.
3. Describe stress, sources of stress, the relationship between stress and disease, and techniques for managing stress.
4. Define aspects of psychological health, psychological disorders, and psychological health strategies.
5. Describe various aspects of intimate relationships and communication.
6. Identify male and female sexual and reproductive anatomy as well as the aspects of sexual function and behavior.
7. Describe fertility, pregnancy, and childbirth.
8. Identify various methods of contraception.
9. Identify various aspects of the abortion issue.
10. Identify signs, symptoms, transmission, and prevention of STIs.
11. Describe aspects of drug use and abuse.
12. Define the nature of alcohol and tobacco, problems associated with alcohol and tobacco abuse, benefits of alcohol, and effects on health.
13. Describe the components of a healthy diet and a personal healthy diet plan.
14. Describe aspects of physical health.
15. Identify major risk factors and preventative measures for cardiovascular disease.
16. Identify common factors of cancer and prevention.
17. Identify aspects of the body's immune system and various sources of disease.
18. Recognize ways to protect yourself from unintentional injuries and violence.
19. Recognize environmental health concerns.
20. Analyze critically about the relationship between personal health and societal/environmental factors.

Prerequisites and Co-requisites

There are no prerequisites or co-requisites for this course.

TECHNICAL SKILLS

To participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use Canvas (help documentation located in “Help”>” UNM Canvas Help Site” link on left course menu, and also at [Online Student Documentation](#)).
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Open a hyperlink (click on a hyperlink to get to a website or online resource)
- Use Microsoft Office applications
 - Create, download, update, save and upload MS Word documents
 - Create, download, update, save and upload MS PowerPoint presentations
 - Create, download, update, save and upload MS Excel spreadsheets
 - Download, annotate, save, and upload PDF files

TECHNICAL REQUIREMENTS

Computer

- A high-speed Internet connection is highly recommended.
- Supported browsers include: [Detailed Supported Browsers and Operating Systems](#)
- Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can **greatly** affect performance. Many locations offer free high-speed Internet access including [UNM’s Computer Pods](#).
- Microsoft Office products are available free for all UNM students (more information on the [UNM IT Software Distribution and Downloads page](#))
- Zoom will be required for online office visits if the student needs to meet. Students can find more information out here: <https://webmeetings.unm.edu/licensing/access.html>
- Students will need access to headphones and a webcam for Zoom meetings.

For UNM Canvas Technical Support: (505) 277-0857 (24/7) or visit the [Canvas Info Site](#)
Canvas outages: Unexpected Canvas system outages are rare but, if they occur, I will advise everyone on how to proceed.

Tracking Course Activity

Canvas automatically records all students’ activities including: your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty.

TEXTBOOK AND SUPPLEMENTAL MATERIALS

Required Textbooks/Materials:

Insel, C., Roth, W., & Insel, P. (2020). Connect Core Concepts in Health. (16th ed). McGraw Hill. ISBN: 978-1-260-15347-7 (loose-leaf edition)

Students also have the option to access their textbook through Redshelf. Please visit: <https://canvasinfo.unm.edu/external-apps/redshelf-index.html> for more information.

COURSEWORK AND PARTICIPATION

Instructor Response Time

I routinely check the course for postings or emails, Monday (8 am) – Friday (5 pm) and sometimes on the weekend. You can anticipate a 24-to-48-hour response from me, Monday – Friday. I will try and respond to all weekend emails and postings by Monday morning. If you do not hear from me, please email me again. Sometimes emails get lost. Email me at jescajed@unm.edu. If you need to meet with me, email me and we can set up a time using Zoom.

Procedures for Completing Coursework

Time Commitment

This is a three-credit hour course delivered in an entirely asynchronous online modality over 8 weeks during the semester. Please plan for a minimum of 18 hours per week to learn course materials and complete assignments. Even though this is an online class, you can expect to put in the same amount of time as you would for a traditional class. You may find it impossible to succeed on the more difficult assignments if you wait until the last day before they are due to begin them. The skills we learn in this class require time, so it is your responsibility to manage your time accordingly. **BE SURE TO KEEP THE SCHEDULE HANDY BECAUSE IT CONTAINS DUE DATES FOR THE ASSIGNMENTS.**

Late or Missing Assignment

Late or missing assignments will not be accepted without documentation of an emergency. If you know ahead of time that you will miss an assignment or exam, please email me to make arrangements to complete the assignments ahead of time. Give at least 24 hours' notice and email any appropriate documentation. **Late work without prior approval will result in a zero.**

Make Up Policy

For authorized representation of the University or illness, or emergency, a make---up opportunity will be allowed if arrangements are made in advance or proper documentation is provided. Contact the instructor immediately to discuss options.

Netiquette

- “In following with the UNM Student Handbook, all students will show respect to their fellow students and instructor when interacting in this course. Take Netiquette suggestions seriously. Flaming is considered a serious violation and will be dealt with promptly. Postings that do not reflect respect will be taken down immediately.” (Rebecca Adams, OLIT535)
- “This course encourages different perspectives related to such factors as gender, race, nationality, ethnicity, sexual orientation, religion, and other relevant cultural identities. The course seeks to foster understanding and inclusiveness related to such diverse perspectives and ways of communicating.”

Click on the following link for more information: [Netiquette document](#)

Assignments

Syllabus Quiz: Students will read the course syllabus and complete the short quiz.

Introduction: Students will complete their Introduction in the discussion tab.

Chapter Assignments: Students will submit chapter assignments on UNM Canvas weekly. Assignments will be graded by the instructor within 48-72 hours after submission.

Chapter Quizzes: Students will complete module quizzes each week. Quizzes will automatically be graded after submission.

Course Discussions: Each student will participate in the course discussion and must respond To at least two other students' posts. Please be respectful. Discussions will be graded within 48-72 hours after final posts have been made.

Journal Entries: Students will answer all journal questions and submit by the due date. Entries will be graded within 48-72 hours after submission.

Personal Health Management Plans: Towards mid-semester and end of the semester, students will complete a Personal Health Management Plan, setting goals and how they will track their progress. Health management plans will be graded by the instructor 48-72 hours after submission.

Health Behavior Change Presentation: Students will complete a presentation based on a behavior change they identified after completing the first personal health management plan. Students will post these presentations to the discussion board and then provide critiques to their peers. Presentations will be graded by the instructor 48-72 hours after submission.

Expectations for Participation

- Time required - This is a three-credit hour course delivered in an entirely asynchronous online modality over 8 weeks during the semester. Please plan for a minimum of 18 hours per week to learn course materials and complete assignments.
- Students are expected to learn how to navigate in Canvas
- Students are expected to communicate with one another in course discussions
- Students are expected to keep up to date on course announcements
- Students are expected to use the Canvas course email as opposed to a personal email address
- Students are expected to keep instructor informed of class related problems, or problems that may prevent the student from full participation
- Students are expected to address technical problems immediately students are expected to observe course netiquette at all times

GRADING PROCEDURES

It is required you check UNM Canvas daily for course materials posted by the instructor that are necessary for course work and/or any class changes. After submission, the instructor will grade using rubrics within 48-72 hours. Students will receive constructive feedback on all assignments submitted.

Assignments/Points

<u>Syllabus Quiz</u>	<u>5 points</u>
<u>Introduction Post</u>	<u>10 points</u>
<u>Assignments (8)</u>	<u>80 points</u>
<u>Personal Health Plan 1</u>	<u>25 points</u>
<u>Course Discussions (5)</u>	<u>50 points</u>
<u>Quizzes (8)</u>	<u>80 points</u>
<u>Personal Health Plan 2</u>	<u>25 points</u>
<u>Journal (3)</u>	<u>30 points</u>
<u>Behavior Change Presentation</u>	<u>45 points</u>

<u>Total Possible Points</u>	<u>350 points</u>
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Grading Scale

Final grades will be based on the sum of all possible course points as noted above. Percentage of available points. All grades will remain what is earned. Meaning if you receive a 96.3, the final grade will be an A. Final grades are not rounded up.

Grade	Percentage	Grade	Percentage
A+	97-100%	C+	77-79%
A	93-96%	C	73-76%
A-	90-92%	C-	70-72%
B+	87-89%	D+	67-69%
B	83-86%	D	63-66%
B-	80-82%	D-	60-62%
		F	BELOW 59%

UNM POLICIES

Title IX: Gender Discrimination

To meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees." This designation requires that any report of gender discrimination, which includes sexual harassment, sexual misconduct, and sexual violence, made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office Compliance, Ethics and Equal Opportunity (ceeo.unm.edu). For more information on the campus policy regarding sexual misconduct and reporting, see:

<https://policy.unm.edu/university-policies/2000/2740.html>

COPYRIGHT ISSUES

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

[The UNM Copyright Guide](#) has additional helpful information on this topic.

Accessibility

The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact the [UNM Accessibility Resource Center](#) in 2021 Mesa Vista Hall at 505-277-3506. Information about your disability is confidential.

- <https://www.instructure.com/products/canvas/accessibility>
- [Microsoft's Accessibility statement](#)

Academic Misconduct

You should be familiar with UNM's [Policy on Academic Dishonesty](#) and the [Student Code of Conduct](#) which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

AI Use:

As technology continues to evolve, the use of Artificial Intelligence (AI) in academic settings has become increasingly common. Therefore, it is important to establish guidelines and expectations to ensure that the use of AI such as ChatGPT is both ethical and effective.

Guidelines:

Use AI such as ChatGPT as a tool, not a substitute: The use of AI is meant to be an aid in completing assignments, not a substitute for critical thinking or original work. To do so risks violating our academic integrity policies and may result in consequences aligned with our academic misconduct policies. Students who use AI such as ChatGPT are expected to use it to supplement their own knowledge and ideas, not to provide complete answers to assignments.

Last update: 02/08/24 JE

Acknowledge the use of AI: If using ChatGPT or any other AI tool, students must clearly acknowledge their use of this tool. It must be cited as an outside source and you must include a paragraph that explains what you used the AI for and what prompt(s) you used to get your results. This paragraph must be written by you, not the AI!

Ensure accuracy: AI is a powerful tool, but it is not infallible. Students are responsible for ensuring the accuracy of any information or responses generated by AI. You will likely need to refine your prompt in order to obtain a good outcome. Assume numbers and facts are wrong unless you have checked with yourself through a valid source. You will be responsible for any errors or omissions.

Avoid plagiarism: Using AI to generate content that is identical or substantially similar to another source without proper attribution constitutes plagiarism. Students must ensure that any material generated by AI is properly cited, and that any paraphrasing is done in accordance with academic standards.

Follow the course objectives: Students who use AI must do so in a manner that is consistent with the course objectives. Assignments should be completed in a way that demonstrates an understanding of the course content and learning objectives, with ChatGPT serving as a tool to aid in that process, not as the main mechanism for completing the assignment.

As always, our academic policies still apply. Your work must be your own and you should adhere to UNM's Code of Professional and Ethical Conduct in everything you do.

When in doubt, please reach out to me for clarification.

Drop Policy:

UNM Policies: This course falls under all UNM policies for last day to drop courses, etc. Please see the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

UNM RESOURCES

[CAPS Tutoring Services](#)

CAPS is a free-of-charge educational assistance program available to UNM students enrolled in classes. Online services include the Online Writing Lab, chatting with or asking a question of a Tutor.

[UNM Libraries](#)

UNM provides many library services for distance students.

[Student Health & Counseling \(SHAC\) Online Services](#)

Student Health & Counseling (SHAC) Online Services. SHAC provides quality health and counseling services to all UNM students to foster student success.

Military Students

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on campus at 505-277-3181, by email at vrc@unm.edu, or go to <http://vrc.unm.edu>.

UNM Financial Aid Office: For financial aid info, go to <https://financialaid.unm.edu>

Fall 2024 Course Schedule

HLED 1220

Personal Health Management

Module	Start Date	Due Date	Readings	Assignments
1.	Mon. Aug 19	Sun. Aug 25	READ the following documents: <ul style="list-style-type: none"> - Syllabus - Chapter 1: Taking Charge of Your Life - Chapter 2: Stress – The Constant Challenge - Chapter 3: Psychological Health 	COURSE ASSIGNMENTS DUE: <ul style="list-style-type: none"> - Syllabus Quiz - Post your Introduction in the discussion board - Assignment 1 - Discussion 1 - Quiz 1
2.	Mon. Aug 26	Sun. Sept 1	<ul style="list-style-type: none"> - Chapter 5: Intimate Relationships and Communication - Chapter 6: Sex and Your Body - Chapter 7: Contraception 	<ul style="list-style-type: none"> - Assignment 2 - Discussion 2 - Quiz 2
3.	Mon. Sep 2	Sun. Sep 8	<ul style="list-style-type: none"> - Chapter 8: Abortion - Chapter 9: Pregnancy and Childbirth 	<ul style="list-style-type: none"> - Assignment 3 - Discussion 3 - Quiz 3
4.	Mon. Sep 9	Sun. Sep 15	<ul style="list-style-type: none"> - Chapter 10: Drug Use and Addiction - Chapter 11: Alcohol - Chapter 12: Tobacco Use - Begin Behavioral Plan 1 	<ul style="list-style-type: none"> - Assignment 4 - Discussion 4 - Quiz 4 - Mid-Semester Survey
5.	Mon. Sep 16	Sun. Sep 22	<ul style="list-style-type: none"> - Chapter 13: Nutrition Basics - Chapter 14: Exercise for Health and Fitness 	<ul style="list-style-type: none"> - Assignment 5 - Discussion 5 - Quiz 5 - Behavioral Plan 1 DUE
6.	Mon. Sep 23	Sun. Sep 29	<ul style="list-style-type: none"> - Chapter 16: Cardiovascular Health - Chapter 17: Cancer 	<ul style="list-style-type: none"> - Assignment 6 - Discussion 6 - Quiz 6 - Behavior Change Presentation
7.	Mon. Sep 30	Sun. Oct 6	<ul style="list-style-type: none"> - Chapter 18: Immunity and Infection - Chapter 19: Sexually Transmitted Infections - Chapter 22: Personal Safety - Begin Behavioral Plan 2 	<ul style="list-style-type: none"> - Assignment 7 - Discussion 7 - Quiz 7
8.	Mon. Oct 7	Sun. Oct 13	<ul style="list-style-type: none"> - Chapter 20: Environmental Health 	<ul style="list-style-type: none"> - Assignment 8 - Discussion 8 - Quiz 8 - Behavioral Plan 2 DUE - End of course Survey

**The schedule of activities is subject to change. Minor changes will be announced in class, major ones provided in writing.