**EASTERN FLORIDA STATE COLLEGE**

**TITUSVILLE CAMPUS**

# Spring 2024

# WHERE AND WHEN

# Class Syllabus is for the following Writing for Healthcare Professionals

#  Credits: 3

Semester: **(Feb 5, 2023 - May 03, 2023)**

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|  |  |  |  |
| --- | --- | --- | --- |
| Course and section |  | Day(s) and Time | Building & Room  |
| HSC 3741 40T | W | 9:25pm – 11:05pm | T1-130 |

**COMMUNICATING WITH ME**

**Instructor** Dr. Warren Jones (Feat. Science Professor Dr. Brown)

**Office T1-130**

# Advisement Hours Feel free to stop in anytime; however, those who have appointments have precedence. Advising hours are in T1-130

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| --- | --- | --- | --- |
| Monday  | Tuesday | Wednesday | Thursday |
|  |  | 1050-1205 |  |
|  |  | 1215-130 |  |
|  | 130-215 | 130-215 | 130-215 |
|  | 330-530 | 330-530 | 330-530 |

**Telephone Number The telephone is not a substitute for seeing me during office hours**

 **Only call if you need to set an appointment. 433-5077. DO NOT leave a phone message; instead, send an email.**

**Email** Include name, Course name, section number. The only email to which I can respond is your titan account.

**ABOUT THE COURSE**

## Course Description This is a composition course focusing on writing for science, technology, and healthcare. Assignments will include grant writing, peer-reviewed publication, and patient communication. Students use a variety of research and investigative techniques to produce in-depth documented papers on science, technology, or healthcare subjects for both professional and layperson applications. APA style will be used to generate documents. This course should be taken in the first semester of program study.

## Core ability: Communicate Effectively

**Course Competencies** DR. JONES:

Analyze technical and professional texts, compose documents of professional and technical writing, create documents considering various audiences, Format documents using various design elements Format documents using design elements based on current American Psychological Association; Design rhetorically effective, accessible, and usable visuals and data displays for specific audiences

 SCIENCE PROFESSOR

 Construct an effective, standardized Subjective-Objective-Assessment-Plan (SOAP) document; Create documents using the scientific method

**POLICIES**

**Plagiarism** As per the Student handbook, plagiarists will fail the entire course.

**Late/ Absences** JONES: Attendance will not be taken

**Grading Scale:** A standard letter grade/percentage score is applied: A = 900-1000, B = 800-899 C = 700-799 D = 600-699 F = 599 or below.

 **For Jones’s part, you can accumulate 800 total points, with 200 points attached to Science Professor assignments**

**Withdrawal Policy** Students may withdraw without academic penalty from any course by the established deadline. This will result in a grade of 'W' for the course and will not count against the student's GPA. Students will be permitted a maximum of two withdrawals per course. Upon the third attempt, the student WILL NOT be permitted to withdraw and will receive an earned grade for that course.

**Incompletes** Incompletes are ONLY given for those who have passed with a grade of 70% or higher on a minimum of 75% of the assignments. If you cannot verify these conditions, do not ask for an "I".

**Changes** Syllabus and schedule is subject to change

**Weekly Schedule** See Schedule on InverseIntuition for due dates of assignments

**The following information is mandated by the college to be in all syllabi**

[Syllabus Addendum](https://www.easternflorida.edu/academics/syllabus-addendum/)

Please click on the links below for important student information:

* [Academic and Administrative Appeal Process](https://www.easternflorida.edu/student-life/student-handbook/student-appeals.cfm)
* [Americans with Disabilities Act (ADA) and Section 504 (Subpart E)](https://www.easternflorida.edu/academics/academic-support/sail/differences-hs-college.cfm)
* [Computer Lab Usage](https://www.easternflorida.edu/administration-departments/it/computer-labs.cfm)
* [Coronavirus (COVID-19) Reporting & Contact Tracing](https://www.easternflorida.edu/covid-tracking/)
* [COVID-19 Syllabus Statement](https://www.easternflorida.edu/documents/covid19-syllabus-statement-8-4-2022-revision.pdf)
* [EFSCares Student Counseling](https://www.easternflorida.edu/student-life/counseling-efscares/)
* [EFSC Grading/Incomplete Policy](https://www.easternflorida.edu/admissions/registrars-office/grading-policies/)
* [EFSC Proctored Exam Process](https://www.easternflorida.edu/online/testing-proctored-exams.cfm)
* [EFSC Rules on Class Participation and Religious Observances](https://www.easternflorida.edu/admissions/registrars-office/attendance.cfm)
* [FERPA - Family Educational Rights and Privacy Act Information](https://www.easternflorida.edu/admissions/registrars-office/ferpa-privacy-act-info/)
* [Financial Aid and Scholarships](https://www.easternflorida.edu/admissions/financial-aid-scholarships/)
* [Green Dot Initiative (EFSC Bystander Training Program to prevent power-based personal violence)](https://www.easternflorida.edu/student-life/green-dot/)
* [Health Information](https://catalog.easternflorida.edu/health-safety-security/student-health/)
* [Office of Undergraduate Research (OUR)](https://www.easternflorida.edu/academics/our/)
* [Proctored Exams Academic Integrity Notice](https://www.easternflorida.edu/online/testing-proctored-exams.cfm#academicintegrity)
* [Recording Class Lectures](https://www.easternflorida.edu/student-life/student-handbook/student-code-of-conduct.cfm#recordings)
* [Safety and Security Information](https://catalog.easternflorida.edu/health-safety-security/)
* [Sexual Misconduct and Title IX](https://www.easternflorida.edu/our-campuses/campus-security/titleix-sexual-misconduct/)
* [Standards of Academic Progress](https://www.easternflorida.edu/admissions/registrars-office/academic-standing.cfm)
* [Student Access for Improved Learning (SAIL) - Accessibility and Disability Services](https://www.easternflorida.edu/academics/academic-support/sail/)