

**MASTER OF SCIENCE IN DENTAL HYGIENE
DENH 5010-001 Teaching Internship**

Fall 2016

CLASS DAYS and TIME: This course is fully online with asynchronous assignments.

CLASSROOM: Course material will be disseminated through CANVAS and conference meetings.

COURSE DIRECTOR: Lynn A. Smiley, RDH, MEd

OFFICE LOCATION and HOURS: Scheduled online office hours—Monday, 8:30 to 11:50 AM and Friday, 1:00 -4:50 PM in person or via telephone—arranged on an individual basis.
2.500U School of Dentistry, Long Campus, UTHSCSA

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**READ THIS DOCUMENT CAREFULLY – As a student in this course you
are responsible for its content.**

COURSE DESCRIPTION, RATIONALE, AND OBJECTIVES

This internship is designed to provide graduate students with the opportunity to teach in a variety of situations. The course is arranged on a contractual basis and tailored to meet the individual goals, needs, and interests of each graduate student, while keeping in mind background experiences. Supervision and evaluation of teaching performance is provided by the graduate faculty.

The course is developed to enable a dental hygiene master level student to experience diverse teaching settings and methods including clinical, classroom and laboratory.

Prerequisites – Successful completion of a bachelor's degree in dental hygiene and acceptance by the MS Dental Hygiene graduate program of at the University of Texas Health Science Center at San Antonio.

Semester credit hours – 3.0 credit hours, 45 semester hours

Course Objectives: Upon completion of this course, students should be able to:

- Formulate class goals for each of the classes the student is teaching
- Develop objectives for each class
- Design in class learning activities utilizing critical thinking skills
- Describe the teaching method/methods used during class
- Create an evaluation tool for students feedback
- Prepare a portfolio reflecting on your teaching experiences of the classes
- Formulate their own teaching philosophy

COURSE ORGANIZATION:

Teaching Methods:

A variety of teaching methods will be employed to facilitate the objectives of the course to include writing assignments, learning activities, course projects, and course portfolio.

Each module will be posted under **Course Content** menu in Canvas. Relevant course materials including discussion and assignments will be accessible and attached to Course Content. In addition, all assignments to be completed will be entered under the **Assignment** menu and will allow students to read directions, access related worksheets or handouts, and submit the completed assignment for evaluation and feedback.

A variety of Internet links are posted to the **Web Links** menu and provide some of the reading and viewing resources to support the Modules. Each of the menu areas should be checked routinely by students to assure access to all required materials.

Reading assignments are selected to enhance each of the Modules. All assignments should be submitted by the due date to receive credit for the assignment. Assignments may be submitted early. If unusual circumstances arise that interfere with submitting an assignment, please discuss with the course director.

Course Objectives

Specific objectives for each **Module** are included in the **Course Content** on Canvas. Objectives provide guidance to students regarding what areas are covered under the module, what type of information is important to learn and apply. In addition, objectives may be used as study guides in preparing for class assignments and projects.

ASSIGNMENTS:

Students will be expected to complete the following assignments listed under the **Assignments** on Canvas.

1. Module Assignments:

For most Modules, there will be outside assignments to research a topic area, read a selected article, discuss pertinent questions with peers using the discussion board, or complete assignment worksheets and submit for grading. Specific guidelines for these assignments will be provided under the **Assignments** section of the course and incorporated into each **Module**.

2. Discussion Board:

The breadth and depth of this course lies in the discussions associated with each module. Therefore there will be opportunities for online class discussions related to specific topic areas, and sharing of ideas or questions. Because this is a Master level course, it is expected that all students will participate in making this class a productive learning experience by constructing meaningful posts that are based on the literature, the readings, learner expertise, ideas, concerns, or questions to ponder. Some topics may stimulate conflicting ideas. Thus, it is expected that each member of the class will respect diversity of thought and communicate in a professional, independent manner, using appropriate grammar, spelling, terminology, and sentence structure. Abbreviations, such as those used in text messages, are not appropriate for discussion topics.

COURSE CALENDAR AND ANNOUNCEMENTS:

The Course **Calendar** provides a quick overview of the course schedule, modules, assignments, and due dates for projects, discussions, assignments, and activities. Students should check the calendar routinely to ensure compliance with course requirements. Specific details for **Course**

Content and **Assignments** will be accessible under **Course Content, Assignments, Web Links**, and the **Discussion** sections of this course are posted on Canvas. Course **Announcements** will be posted regularly to keep students updated, answer class questions, provide new information or guide students to newly posted materials. When students login to the course, any new announcements should “pop up” to alert students to new information. Please read these carefully to assist in completing course requirements.

MATERIALS:

Resources, other than texts and links provided, will be the responsibility of the student.

COMPUTER ACCESS:

The student is required to have a computer, internet access that will be capable of utilizing CANVAS Learning Management System, Microsoft Outlook Email, UTHSCSA.edu website, and UTHSCSA Library resources. The student is required to have a compatible/up to date Microsoft Office Suite with Word and PowerPoint. The student is responsible for contacting UTHSCSA IMS at http://ims.uthscsa.edu/student_support/index.aspx or 210-567-7777 to ensure their computer has the appropriate security software installed.

READING ASSIGNMENTS:

Refer to the Assignment Manager included in the Course Syllabus.

ATTENDANCE:

Fully online courses do not have attendance policies. However, attendance in the course will be monitored by discussion board interactions, completed assignments, course analytics, and conferences.

TEXTBOOKS

There are no required textbooks for this course.

GRADING POLICIES AND EXAMINATION PROCEDURES

Grading System

All written projects will be graded using the following criteria: overall organization, content, quality of the paper, clarity of writing, appropriate sentence structure, spelling, use of correct citation and reference style.

• Teaching Philosophy	100 points
• Clinic Station Exercise Objectives	20 points
• Clinic Station Exercises Goals	20 points
• Class Lecture Objectives	20 points
• Class Lecture Goals	20 points
• Lab Objectives	20 points
• Lab Goals	20 points
• Evaluation Tools (10ptsX3)	30 points
• Critique Sheets (20 ptsX3)	60 points
• Reflections (100ptsX3)	300 points
• <u>Teaching Portfolio</u>	<u>190 points</u>
• Total Points	800 points

Final Grades

720-800 =	A
640-719 =	B
560-639 =	C
Less than 560=	F

This course will be graded on a letter grade basis. Each student must achieve a minimum grade of "C" to pass the course. If a student encounters serious problems or an emergency that does not allow completion of the course requirements within the semester's framework, the course director may award an Incomplete ("I") grade. However, the course director reserves the right to award an Incomplete ("I") based on individual student circumstances. Written documentation will be required to confirm the circumstances.

INSTRUCTOR HELP:

Any student experiencing problems or who needs help in the course should feel free to ask for help from the course director at his/her earliest convenience. Please call or come by the office to set up an appointment.

REQUESTS FOR ACCOMODATIONS FOR DISABILITIES

In accordance with policy 4.2.3, **Request for Accommodation Under the ADA and the ADA Amendments Act of 2008 (ADAAA)**, any student requesting accommodation must submit the appropriate request for accommodation under the American with Disabilities Act (ADA, form 100) to his/her appropriate Associate Dean of their School and a copy to the ADA Coordinator. Additional information may be obtained at <http://uthscsa.edu/eoo/request.asp>.

ACADEMIC INTEGRITY AND PROFESSIONALISM

Any student who commits an act of academic dishonesty is subject to discipline as prescribed by the UT System Rules and Regulations of the Board of Regents. Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an exam for another person, signing attendance sheets for another student, and any act designed to give unfair advantage to a student or the attempt to commit such an act. Additional information may be obtained at <http://catalog.uthscsa.edu/generalinformation/generalacademicpolicies/academicdishonestypolicy/>

PLAGIARISM--All academic work submitted to fulfill course 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 *without acknowledging its source*. Examples of sources that must be acknowledged include any verbiage, ideas, or other direct quotes from published articles, chapters of books, computer programs, graphic representations, research papers, and other kinds of work from a source not generated as part of the public domain.

TITLE IX AT UTHSCSA

Title IX Defined:

Title of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in education. It reads "no person in the United States shall, on the basis of sex, be excluded from

participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

University of Texas Health Science Center San Antonio’s Commitment:

University of Texas Health Science Center San Antonio (UTHSCSA) is committed to maintaining a learning environment that is free from discriminatory conduct based on gender. As required by Title IX, UTHSCSA does not discriminate on the basis of sex in its education programs and activities, and it encourages any student, faculty, or staff member who thinks that he or she has been subjected to sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to immediately report the incident to the Title IX Director.

In an emergency, victims of sexual abuse should call 911. For non-emergencies, they may contact UPD at 210-567-2800. Additional information may be obtained at <http://students.uthscsa.edu/titleix/>

EMAIL POLICY

Every student is issued a University e-mail address and account at the time the student first enrolls. As a standing University Policy, only the students' University e-mail address shall be used for any electronic institutional communications of an official nature.

EMAIL OFFICE HOURS

Monday through Thursday 8:00-5:00, excluding holidays: Electronic messages sent Monday through Thursday will be responded to within 48 hours. Messages sent Friday after 3 PM or weekends will be responded to by the following Tuesday.

USE OF RECORDING DEVICES

Does not apply to online courses

ELECTRONIC DEVICES

Does not apply to online courses