

University of Florida
College of Public Health & Health Professions Syllabus
PHC6002: Epidemiology of Infectious Disease (3 credit hours)
Summer: 2024

Delivery Format: Online
Course: elearning.ufl.edu

Instructor Name: Jerne Shapiro, MPH
Department of Epidemiology
College of Public Health & Health Professions, College of Medicine
Phone: 352-273-6861
Email Address: shapiroj@ufl.edu
Office Location: Emerging Pathogens Institute, 2055 Mowry Road/ Suite 250
Office Hours: Mondays from 12:00-11:00 pm

Teaching Assistant(s): Please see the course website
Email: UF account
Office Location: Please see the course website
Office Hours: Please see the course website

Preferred Course Communications (e.g., email, office phone): Direct email (shapiroj@ufl.edu) through Outlook email. This is the preferred method of communication, not the message function within Canvas. Emails received on weekdays (Monday-Thursday) can expect a response within 24 to 48 hours. If I have not responded within two days, please contact me again. Your message is important to me, but it may have been overlooked. Emails received during the weekend or after 5pm on Friday will be answered by 2pm on the following Monday.

PREREQUISITES

PHC 6001 Principles of Epidemiology and PHC 6050 Statistical Methods for Health Science 1 (or its equivalent)

PURPOSE AND OUTCOME

Course Overview

COVID-19, Ebola, Salmonella, Measles, Malaria- want to learn more about how they spread and the populations at risk? This intermediate-level course will introduce the unique aspects of infectious diseases and epidemiological methods used in their study, prevention, and control. The student will gain knowledge through lectures, case studies, simulated outbreaks, readings, exercises, and projects.

Relation to Program Outcomes

This course reinforces the following competencies:

1. Identify and understand the historical context of epidemiology, epidemiologic terminology, study designs, and an introduction to the methodology
2. Identify key sources of epidemiologic data and data collection methodology
3. Demonstrate the ability to analyze and interpret epidemiologic data
4. Explain and communicate current epidemiologic and public health problems for informing scientific, ethical, economic and political discussions of health problems

Course Objectives and Goals

At the end of the semester, the student will be able to:

1. Illustrate the historical impact of infectious diseases on society.

2. Integrate the modes of transmission and pathogenesis of infectious disease and the host, organism, and environment relationship as they apply to infectious disease epidemiology.
3. Identify the usual approaches to an outbreak investigation and create a hypothesis.
4. Apply strategies for diagnosing, preventing, and controlling infectious agents.
5. Discuss the surveillance and application of epidemiological methods to the study of infectious diseases and their importance in the prevention of morbidity and mortality.
6. Recognize selected infectious diseases, with knowledge of each disease's nature, agent, and route of contagion.

Instructional Methods

- 1) Lectures: Are for general orientation. Students are responsible for all the material presented in the course and as signed readings.
- 2) Readings and Resources: In addition to the required text, supplementary readings and resources will be posted in the course. The reading list may be supplemented during the course.
- 3) Assessments: A variety of assessments will be used in this course, including but not limited to discussions, assignments, and exams.

What is expected of you?

You are expected to actively engage in the course throughout the semester. Your participation fosters a rich course experience for you and your peers that facilitates overall mastery of the course objectives.

DESCRIPTION OF COURSE CONTENT

Getting Started

To start this course, you **MUST** complete the getting started materials on the home page. In order to successfully complete this activity, you **MUST** earn a 100% score on the Syllabus Quiz and post your introduction. The other course modules will **NOT** open until you have done this. If you do not receive a 100% score, please review the feedback on your quiz attempt and retake it as soon as possible. This is an important element to ensure that all students are aware of the curriculum requirements for this course.

The first assignment in this course is a Discussion Board where you 'Introduce Yourself.' This graded assignment allows the instructor and students to get to know each other better. Please complete this as soon as possible.

After successfully completing the Getting Started Module, the remaining modules will open. Please scroll down the home page and start with "Week 1". This home page section contains the course materials that will take you through the last week of the course.

Readings and Discussions: Students should read the assigned readings prior to viewing course lectures.

Examinations: Students are expected to take the examinations on the scheduled date and time. There will be three two-hour exams worth a total of 50% of your final grade. Exams will be administered in Canvas with a proctoring service. These are closed notes and closed-book exams. The exams do build upon themselves and are inherently cumulative in nature.

Discussion Boards: There is a mandatory discussion board due the first week of class; this is for you to introduce yourself to your peers and instructor (worth 5% of your final grade). There are also optional discussion boards; it is your choice to post to these. If you do choose to post, it must be appropriate to the topic. These discussion boards are not for grades but to assist you in the course.

Class assignments: There will be a total of five class exercises due. Each exercise is worth 6% of your course grade (a total of 30%). For more detailed information and due dates on these assignments, visit the Assignment tool in the left-hand menu of the course site.

Surveillance Project: In this project, you will generate a report from FLHealthCHARTS on a reportable infectious disease of your choice and then interview a Florida Department of Health Epidemiologist about the trends you discovered during your research. Please read the detailed description for the project posted on the course website in the “Assignments” tool on the left-hand menu. It is worth a total of 15% of your final grade.

Course Materials

Lectures - provide a general overview of each topic.

Required Text, Readings, and Materials

- A. Heymann, David, MD. Control of Communicable Diseases Manual (CCDM), 21st Edition. Washington DC: American Public Health Association, 2022. It is also available with a mobile and web application. Refer to the American Public Health Association website for more information on the web application.
- B. Supplemental readings will also be assigned for lectures and are posted by topic under the course schedule.

Additional Resources you should sign up for the following by (Monday, May 20th)

- A. [Infectious Disease Pro-med list serve](#). Complete the requested information and click on the subscribe link. (HINT: sign up only for the “Pro-Med Digest A Consolation of Posts” only)
- B. [Morbidity and Mortality Weekly Report](#), click on the subscribe button.
- C. (Optional) Emerging Infectious Diseases. Subscribe to the [Emerging Infectious Diseases email list](#). Click on the subscribe button and choose the electronic version of the publication. You will also be asked if you would like to receive other information from the CDC, choose what feels appropriate to your interests.
- D. (Optional) Desowitz, Robert. New Guinea Tapeworms and Jewish Grandmothers: Tales of Parasites and People. New York: W.W. Norton & Co., 1987.
- E. (Optional) Contagion. Directed by Steven Soderberg. Warner Brothers, 2011.

DESCRIPTION OF COURSE CONTENT

Dates	Theme and Lectures	Activities, Assignments, and Assessments
May 13 –20	<p>Introduction to Infectious Disease Epidemiology</p> <p>Lectures Introduction History of Infectious Diseases Outbreak Investigations</p> <p>Readings:</p> <ul style="list-style-type: none"> • CDC: Steps in an Outbreak Investigation- Lesson 6 Section 2 • A Large Outbreak of Salmonellosis Associated with Sandwiches Contaminated with Multiple Bacterial Pathogens Purchased via an Online Shopping Service by Sung-His Wei 	<ul style="list-style-type: none"> • Syllabus Quiz – See “Quizzes” tool on the course site - take until you score 100%, then the course material will open • Discussion Board: Introduction: Please introduce yourself to your classmates. (Mandatory discussion board for all students) • Assignment 1 Complete the built-in questions in the Assigned Reading “Steps in an Outbreak.” {see the assignment tool} • List serves Sign up for the required List serves

	<ul style="list-style-type: none"> • Infectious disease and economics: The case for considering multi-sectoral impacts, Smith, KM. One Health. 2019 https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6330263/ • Control of Communicable Disease Manual (CCDM): <ul style="list-style-type: none"> <input type="checkbox"/> Smallpox <input type="checkbox"/> Plague 	
May 21-27	Lectures Immunology Vaccine Epidemiology	No Assignment
	Readings <ul style="list-style-type: none"> • Measles — United States, January 1, 2020–March 28, 2024 Weekly / April 11, 2024 / 73(14);295–300. Morbidity and Mortality Weekly Report (MMWR) • Laboratory Diagnosis and Immunology: An Overview • CCDM: <ul style="list-style-type: none"> <input type="checkbox"/> Measles <input type="checkbox"/> Pertussis <input type="checkbox"/> Polio Want to know more? <ul style="list-style-type: none"> • <i>HPV vaccine linked to work in Galloway lab.</i> An interview and review of the discovery of the HPV vaccine, 2005. https://www.fredhutch.org/en/news/center-news/2005/11/HPV-vaccine.html • The Cost of Measles (~8min), Planet Money, April 15, 2019. Measles can cause serious long-term harm, to individuals and to the economy. On this podcast, they examine how high the costs can go, and where they are incurred. https://www.npr.org/sections/money/2019/04/15/713645707/the-cost-of-measles?utm_medium=RSS&utm_campaign=business 	
May 28 – June 3	Lectures Diarrheal Diseases Podcast- Food Scare Squad (22min)	Assignment 2 CDC Solve the Outbreak Select any mission and solve the outbreak! {see the assignment tool}
	Readings <ul style="list-style-type: none"> • Estimates of the global, regional, and national morbidity, mortality, and aetiologies of diarrhoea in 195 countries: a systematic analysis for the Global Burden of Disease Study 2016, The Lancet, Infectious Diseases. 9/19/18. https://www.thelancet.com/journals/laninf/article/PIIS1473-3099(18)30362-1/fulltext • CCDM: <ul style="list-style-type: none"> <input type="checkbox"/> <i>Vibrio cholera</i> <input type="checkbox"/> <i>Salmonella</i> <input type="checkbox"/> <i>E. Coli</i> <input type="checkbox"/> <i>Rotavirus</i> <input type="checkbox"/> <i>Giardia lamblia</i> Want to know more? <ul style="list-style-type: none"> • Effects of Climate Change on Salmonella Infections by Luma Akil. Foodborne Pathogens and Disease. • A review on prediction of seasonal diseases based on climate change using big data. <i>Materials today. Proceedings</i>, 37, 2648–2652. 2021. https://doi.org/10.1016/j.matpr.2020.08.517 	
June 4 - 10	Lectures Zoonotic Diseases Vector Borne Diseases	Exam 1 Open June 7-10 Covers all material up to this date (new material from this week will not be included- i.e. Zoonotic and vector-borne diseases) **Make sure to set up and test HonorLock before taking the exam**

	<p>Readings</p> <ul style="list-style-type: none"> • Explore the CDC website on Travelers' Health (this is a great website to use for overseas travel information). Look up the recommended vaccines and medicines for travelers. • GUINEA WORM WRAP-UP #295- April 2024 • Carroll D, Watson B, Togami E, et al. Building a global atlas of zoonotic viruses. <i>Bull World Health Organ.</i> 2018;96(4):292–294. doi:10.2471/BLT.17.205005 https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5872013/ • CCDM: <ul style="list-style-type: none"> <input type="checkbox"/> Dracunculiasis <input type="checkbox"/> Lyme Disease <input type="checkbox"/> Malaria <input type="checkbox"/> Rabies <p>What to know more?</p> <ul style="list-style-type: none"> • <i>Why aren't we curing the world's most curable diseases?</i> The Conversation, October 24, 2017. A cure for many tropical diseases was discovered 30 years ago. The drug is donated by its manufacturer. Why are we still dealing with neglected tropical diseases? https://theconversation.com/why-arent-we-curing-the-worlds-most-curable-diseases-84177 • Episode 35 Lyme Disease: I'd like to check you for ticks. <i>This Podcast will kill you.</i> Sept 3, 2019. ~2:00 hrs http://thispodcastwillkillyou.com/2019/09/03/ep-35-lyme-disease-id-like-to-check-you-for-ticks/ 	
June 11-17	<p>Lectures</p> <p>Tuberculosis with Michael Lauzardo, MD, MPH</p> <p>Hospital Infection Prevention and Control with Jaclyn Fosnacht, MPH, CIC</p>	
	<p>Readings</p> <ul style="list-style-type: none"> • Filardo TD, Feng P, Pratt RH, Price SF, Self JL. Tuberculosis — United States, 2021. <i>MMWR Morb Mortal Wkly Rep</i> 2022;71:441–446. DOI: http://dx.doi.org/10.15585/mmwr.mm7112a1 • Haque, M., Sartelli, M., McKimm, J., & Abu Bakar, M. (2018). Healthcare-associated infections - an overview. <i>Infection and drug resistance</i>, 11, 2321–2333. https://doi.org/10.2147/IDR.S177247 • CCDM: <ul style="list-style-type: none"> <input type="checkbox"/> Tuberculosis <p>Want to learn more?</p> <ul style="list-style-type: none"> • A Tuberculosis Outbreak Fueled by Cross-Border Travel and Illicit Substances: Nevada and Arizona, Kiren Mitruka, MD, MPH. <i>Public Health Reports.</i> 2014 Jan-Feb; 129(1): 78–85. 	
June 18 - 24	<p>Lectures</p> <p>Surveillance</p>	<p>Assignment 4</p> <p>Complete the built-in questions in the Assigned Reading. {see the assignment tool}</p>
	<p>Reading</p> <ul style="list-style-type: none"> • Principles of Epidemiology in Public Health Practice. Read Lesson 5: Surveillance only. https://www.cdc.gov/csels/dsepd/ss1978/lesson5/index.html <p>Want to learn more?</p> <ul style="list-style-type: none"> • <i>First Identified Cases of SARS-CoV-2 Variant P.1 in the United States — Minnesota</i>, January 2021. Weekly / March 12, 2021. https://www.cdc.gov/mmwr/volumes/70/wr/mm7010e1.htm?s_cid=mm7010e1_w 	

June 25- July 1	Summer Break!	
July 2-8	Exam 2 Open July 5-8 Covers all material up to this date	Sign up for the Final Project
July 9-15	Lectures Influenza	Assignment 5 Let's flip the table and see how good you are at being a bio-terrorist. {see the assignment tool}
	Readings <ul style="list-style-type: none"> Manual for Surveillance of Vaccine Preventable Disease - Influenza https://www.cdc.gov/vaccines/pubs/surv-manual/chpt06-influenza.html Want to know more? <ul style="list-style-type: none"> Decreased Influenza Activity During the COVID-19 Pandemic — United States, Australia, Chile, and South Africa, 2020. Weekly / September 18, 2020 https://www.cdc.gov/mmwr/volumes/69/wr/mm6937a6.htm 	
July 16-22	Lectures Emerging Infectious Diseases with Glenn Morris, MD, MPH, TM R ₀	Assignment 6 A Multistate Outbreak of Cyclosporiasis {see the assignment tool} Confirm Final Project Interview
	Readings <ul style="list-style-type: none"> The Spread of Zika by Frontline http://apps.frontline.org/zika/ Ball, J.D., El Badry, M.A., Telisma, T., White, S.K., Chavannes, S., Anilis, M.G., Prosperi, M., Cummings, D.A.T., Lednicky, J., Morris, J.G., Beau de Rochars, V.M. "Clinical and epidemiological patterns of Chikungunya virus infection and coincident arboviral disease in a school cohort in Haiti, 2014/2015." <i>Clin. Infect. Dis.</i> 2019 68:919-926. doi:10.1093/cid/ciy582. Mavian, C., Rife, B.D., Dollar, J.J., Cella, E., Ciccozzi, M., Prosperi, M.C.F., Lednicky, J., Morris, J.G., Capua, I., Salemi, M. "Emergence of recombinant Mayaro virus strains from the Amazon basin." <i>Sci. Rep.</i> 2017, 7:8718. doi:10.1038/s41598-017-07152-5. Want to learn more? <ul style="list-style-type: none"> Podcast- A Stabbing, A Possible Ebola Outbreak, And A 'Time Bomb' by Hidden Brain. (25min) https://www.npr.org/2016/12/06/504462924/a-stabbing-a-possible-ebola-outbreak-and-a-time-bomb White, S.K., Mavian, C., Salemi, M., Morris, J.G., El Badry, M.A., Okech, B.A., Lednicky, J.A., Dunford, J.C. "A new 'American' subgroup of African-lineage Chikungunya virus detected in and isolated from mosquitoes collected in Haiti, 2016." <i>PLoS ONE</i> 2018 May 10;13(5):e0196857. doi: 10.1371/journal.pone.0196857. Lednicky, J.A., Tagliamonte, M.S., White, S.K., Elbadry, M.A., Alam, M.M., Stephenson, C.J., Bonny, T.A., Loeb, J.C., Telisma, T., Chavannes, S., Ostrov, D.A., Mavian, C., Beau De Rochars, V.M., Salemi, M., Morris J.G. "Independent infections of porcine deltacoronavirus among Haitian children." <i>Nature</i> 2021 Dec;600(7887):133-137. doi: 10.1038/s41586-021-04111-z. Epub 2021 Nov 17. Lednicky, J.A., Tagliamonte, M.S., White, S.K., Blohm, G.M., Alam, Md.M., Iovine, N.M., Salemi, M., Mavian, C., Morris, J.G. "Isolation of a novel recombinant canine coronavirus from a visitor to Haiti: Further evidence of transmission of coronaviruses of zoonotic 	

	<p>origin to humans." Clin. Infect. Dis. 2021 Oct 28:ciab924. doi: 10.1093/cid/ciab924. Online ahead of print.</p> <ul style="list-style-type: none"> Morens, D. M., & Fauci, A. S. (2020). Emerging Pandemic Diseases: How We Got to COVID-19. Cell, 182(5), 1077–1092. https://doi.org/10.1016/j.cell.2020.08.021 https://www.ncbi.nlm.nih.gov/pmc/articles/PMC7428724/ 	
July 23-29	<p>Lectures STIs HIV and AIDS</p>	<p>Surveillance Project using FLHealthCHARTS See more information on this assignment in the Assignment tool on the course website. This project requires interviewing a DOH employee. Please give yourself >seven days to complete the assignment.</p>
	<p>Readings</p> <ul style="list-style-type: none"> How it Began by Frontline https://www.pbs.org/wgbh/pages/frontline/aids/virus/origins.html <p>Want to learn more?</p> <ul style="list-style-type: none"> Video- The Age of AIDS Part I and Part II- Frontline, 2006. (1.5hrs x 2) Reviews the history of HIV and its politics. https://www.pbs.org/wgbh/frontline/film/aids/?as=1#video-1 Podcast- 'All That Heaven Allows' Examines Rock Hudson's Life As A Closeted gay man and how his HIV diagnosis changed public awareness of the epidemic- Terry Gross on Fresh Air. (37min) http://www.capradio.org/news/npr/story?storyid=673696589 	
July 30 - Aug 6	<p>Surveillance Project Due on July 30</p> <p>Exam 3 is open from Aug 4-6</p>	

Technology

Required Equipment: Computer with high-speed internet access and use of a supported browser. Please refer to the student computing requirements listed at <http://studentlife.online.mph.ufl.edu/e-learning/e-learning-in-canvas-technical-requirements/> for additional information. This course is delivered entirely online using the University of Florida's e-Learning in the Canvas Course Management System at <http://elearning.ufl.edu/>. To access this course, you will use your Gatorlink ID and password to log in to the course (via Canvas).

- When to Post to the Support Discussions:
<http://studentlife.online.mph.ufl.edu/when-to/when-to-post-to-a-support-discussions/>
- When to Contact the UF Computing Help Desk:
<http://studentlife.online.mph.ufl.edu/when-to/when-to-contact-the-uf-computing-helpdesk/>

For technical support for this class related specifically to Canvas, please contact the UF Help Desk at:

- helpdesk@ufl.edu
- (352) 392-HELP - select option 2
- <https://helpdesk.ufl.edu/>

Technical Skills Needed for the Course

1. UF Canvas account
2. Use email with attachments

3. Creating and submitting files in commonly used word processing program formats
4. Copying, pasting, print screen, and snipping tool
5. Downloading and installing software
6. Using presentation and graphics programs

Additional Academic Resources

[Career Connections Center](#): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

[Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources.

[Teaching Center](#): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

[Writing Studio](#): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)

On-Line Student Complaints: [View the Distance Learning Student Complaint Process.](#)

ACADEMIC REQUIREMENTS AND GRADING

Discussion Board

Introduce Yourself- The mandatory discussion board is due the first week of class; this is for you to introduce yourself to your peers and instructor.

Assignments

- 1- Outbreak investigation questions- Complete the built-in questions in the assigned reading with short answer type questions
- 2- CDC Solve the Outbreak- Game-style learning program where you have to use your epi skills to solve the outbreak
- 3- Surveillance questions- Complete the built-in questions in the assigned reading with short answer type questions
- 4- Let's flip the table- Write a 1-page paper explaining how you would Flip the Table, and instead of protecting people's health, pretend to be sinister and make people sick using your epi and ID knowledge
- 5- A Multistate Outbreak of Cyclosporiasis- The CDC offers carefully crafted epidemiology case studies as a tool for developing problem-solving skills in applied epidemiology

Final Project- Surveillance Project

In this individual project, you will generate a report from FLHealthCHARTS on a reportable infectious disease of your choice and then interview a Florida Department of Health Epidemiologist about the trends you discovered during your research. Detailed directions on data and graph requirements, as well as interviewing suggestions, can be found in Canvas. This project has multiple deadlines and will take approximately 6-8 hours.

Grading

Requirement	Due date	Points or % of final grade (% must sum to 100%)
Class Discussion-	May 20	5%
Assignments x 5		Total: 30% (6% each)
1- Outbreak investigation questions	5/20	
2- CDC Solve the Outbreak	6/3	
3- Surveillance questions	7/1	
4- Let's flip the table	7/15	
5- A Multistate Outbreak of Cyclosporiasis	7/15	
Final Project: Surveillance Project		Total 15%
County Signup	7/8	2.5%
Check-in: Confirm your interview info	7/22	2.5%
Final Project Due	7/30	95%
Exams x 3		50% (16.7% each)
1 Exam	6/7-6/10	
2 Exam	7/5-7/8	
3 Exam	8/4-8/6	

The point system used (*i.e., how do course points translate into letter grades*).

<i>Points earned</i>	93 - 100	90 - 92	87 - 89	83 - 86	80 - 82	77 - 79	73 - 76	70 - 72	67 - 69	63 - 66	60 - 62	Below 60
<i>Letter Grade</i>	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E

Please be aware that a C- is not an acceptable grade for graduate students. A grade of C counts toward a graduate degree only if an equal number of credits in courses numbered 5000 or higher have been earned with an A. In addition, the Bachelor of Health Science Program does not use C- grades.

Letter grade to grade point conversions are fixed by UF and cannot be changed.

<i>Letter Grade</i>	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E	WF	I	NG	S-U
<i>Grade Points</i>	4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	0.67	0.0	0.0	0.0	0.0	0.0

For greater detail on the meaning of letter grades and university policies related to them, see the [Grading and Grade Policies](#) posted by the Registrar's Office.

Exam Policy

This course will be using HonorLock, a proctoring service for graded exams. HonorLock ensures exam integrity and enables administration of remote online exams. All exam sessions will be reviewed as part of your final grade. Instances of cheating or inappropriate behavior will be considered violations of the Student Honor Code, resulting in disciplinary action and a zero on the exam.

HonorLock Set-up

HonorLock is a user-friendly system, but you must follow these guidelines to register and take your exams:

- No pre-scheduling is required. You can take your exam anytime during the window it is open in Canvas.

- However, I caution you not to wait until the last minute because you will risk having the exam close out automatically before you have had your full number of allowed minutes. The exam will close out at the time set in Canvas regardless of how many minutes you have left to take the exam, and you will not be able to finish.
- HonorLock will record and audit your entire exam session.
- All recorded exam sessions will be reviewed as part of your final grade.
- Students must have Google Chrome, a microphone, and a webcam during the test-taking period. An inexpensive webcam and microphone should work fine. Students will NOT be allowed to take an exam without a webcam.
- Students will need to have some administrative rights on the computer they are using for the exam to enable the proctoring service to function.
- It is recommended that students not use a wireless Internet connection for exams. Please consider wire connecting your wireless laptop to your modem for a more reliable Internet signal during the exam. Inexpensive modem cables are available in most electronic stores and online.

Review the following HonorLock Student Information to obtain an overview of HonorLock:

- [HonorLock Student Proctoring](#)
- [HonorLock Student Guide](#)
- [HonorLock Student Preparation Checklist](#)

Support:

Call HonorLock at 855-828-4004 for 24/7 support assistance. If applicable, other emergency numbers are available in your course site.

Taking Exams

Again, no pre-scheduling is required. You can take your exam anytime during the window it is open in Canvas. However, as mentioned before, I caution you not to wait until the last minute, because you will run the extreme risk of having the exam close out automatically before you have had your full number of allowed minutes. The exam will close out at the time set in Canvas regardless of how many minutes you have left to take the exam, and you will not be able to finish.

- Please plan on extra time to complete your exam to accommodate connection time and any technical issues that arise.
- No human proctor will appear. You will take your exam with your camera recording the entire session.
- Once you finish and submit your exam, you will log out, and the exam session will be audited at HonorLock. If your account is flagged for any reason, I will manually review the recorded video.

Exam Rules

Rules related to exams.

- Exams will be administered as described in the course schedule.
- Exams are closed book, closed notes unless otherwise documented.
- Exams may be taken at a student's home. Students must plan to take their exam in an environment where other people are not in the room during the exam.
 - You are required to clear it of anything not allowed in the exam.

Policy Related to Make-up Exams or Other Work

Requirements: Students are responsible for all course material, including reading all required materials prior to each lecture. The course is conducted in eLearning and all assignments, course lectures, discussions, emails, and exams will be delivered in this medium. Students are **required** to print a copy of the syllabus from the syllabus tool in the course. You must take a syllabus quiz and score 100%. See the “Getting Started” section above. Students should also read your email and announcements in the course several times a week. Please note that announcements and emails sent out from the course site will go to your UFL email address (versus your Google, Yahoo, etc.), please check this mail at <http://webmail.ufl.edu> regularly also. Students should also reference the calendar in the course to keep up with weekly deadlines.

Make-Ups: If you are unable to meet a deadline in this course for a reason approved by UF and have given prior notification to the instructor when possible, you will be given adequate time to make up any coursework missed. All other missed, or late work will receive a grade of zero. Make-up exams will be provided only in cases of excused absences or conflict during final exams per University policy and **MUST** be discussed with the instructor in advance. Make-up exams will differ from the regularly scheduled exam.

Policy Related to Technical Issues

Any requests for make-ups due to technical issues **must** be accompanied by the ticket number received from the UF Computing Help Desk created when the problem was reported to them. The ticket number will document the time and date of the problem. You **must** email me within 24 hours of the technical difficulty if you wish to request a make-up.

Policy Related to Required Class Attendance

Attendance Policy: Per the University of Florida, students are responsible for satisfying all academic objectives as defined by the instructor. Acceptable reasons for absence include illness, serious family emergencies, special curricular requirements (e.g., judging trips, field trips, and professional conferences), military obligation, severe weather conditions, religious holidays and participation in official University activities such as music performances, athletic competition or debate. Absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) must be excused. Remember that, when possible (i.e. extracurricular activities, official University activities, and religious holidays), **prior notification** of absence is required if the student plans to be given an extension on assignments. Even though this is an online course, students are expected to log on regularly and participate in the course.

Please note all faculty are bound by the UF policy for excused absences. For information regarding the UF Attendance Policy see the Registrar website for additional details:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Excused absences must be consistent with university policies in the Graduate Catalog (<https://catalog.ufl.edu/graduate/regulations/#text>). Additional information can be found here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Academic Integrity

Instances of cheating or inappropriate behavior will be considered violations of the Student Honor Code and will result in disciplinary action.

- Cheating; includes using unauthorized sources of information and providing or receiving unauthorized assistance on any form of academic work or engaging in any behavior specifically prohibited by the faculty member. This includes sharing questions and material covered on the exam.

- Plagiarism; includes the copying of language, structure, ideas, or thoughts of another, and representing them as one's own without proper acknowledgment. You can also self-plagiarize, this is where you use your own work a second time. If you want to self-check your work, use Turn It In.
- Unauthorized Possession or Disposition of Academic Materials; includes the unauthorized selling, trading, or purchasing of exams or other academic work (including papers, homework and activities); stealing another student's work; unauthorized entry to or use of material in a computer file; and using information from or possessing exams that an instructor did not authorize for release to students.
- Falsification; any untruth, either verbal or written, in one's academic work.
- Facilitation; knowingly assisting another to commit an act of academic misconduct.

STUDENT EXPECTATIONS, ROLES, AND OPPORTUNITIES FOR INPUT

Communication Guidelines

Instructor Response Time: I routinely check my emails, Monday- Friday. You can anticipate a 24 to 48-hour response from me, Monday – Thursday. Assignments and Homework should be returned within one week and exams within 3-4 days.

Please keep the following things in mind when emailing the Instructor or your TA.

1. **Be Formal-** Use a proper salutation when emailing and finishing with a "Thank you" is always appreciated. This is true for other professors and/or employers.
2. Use a **subject line**, and please don't leave it blank.
3. **Specify** who you are by first and last name, and specify which class you are taking before diving into the specifics. I often teach multiple classes per semester and usually have hundreds of students to serve. **State your name, the class you are taking, and the course section** (I might teach three sections of your course and will need to know which one you attend).
4. **Be thorough-** Any time you send a message, you should have two things in mind: goal and audience. Your audience here is me, your professor. Your goal could be any number of things, from clarifying the reading assignment to asking for an extension. Whatever your goal may be, you'll want to anticipate any questions I may have and incorporate the information into your message.
5. **Be kind-** Professors are people, too. We have friends, families, hobbies and favorite foods. So, when you email a professor, remember that you are not writing to an anonymous entity, a building or a computer — you are communicating with a real person. Be kind, be thankful and don't come across as demanding.
6. **Allow time-** If you need advice or clarification on an assignment, avoid emailing the night before it is due. You might not get a timely reply.
7. **Proofread-** The final step, proofreading ensures that you come across as professional and caring. An email full of errors and faulty sentence structure may distract from your message.

Academic Integrity

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge:

"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."

You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit 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.”

It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details:

<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>

<http://gradschool.ufl.edu/students/introduction.html>

Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

Recording Within the Course:

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

Policy Related to Guests Attending Class:

Only registered students are permitted to attend class. However, we recognize that students who are caretakers may face occasional unexpected challenges creating attendance barriers. Therefore, by exception, a department chair or his or her designee (e.g., instructors) may grant a student permission to bring a guest(s) for a total of two class sessions per semester. This is two sessions total across all courses. No further extensions will be granted. Please note that guests are **not** permitted to attend either cadaver or wet labs. Students are responsible for course material regardless of attendance. For additional information, please review the Classroom Guests of Students policy in its entirety. Link to full policy:

<https://phttp.ufl.edu/policy-classroom-guests-of-students/>

Online Faculty Course Evaluation Process

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/>. 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/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

SUPPORT SERVICES

Accommodations for Students with Disabilities

If you require classroom accommodation because of a disability, it is strongly recommended you register with the Dean of Students Office <http://www.dso.ufl.edu> within the first week of class or as soon as you believe you might be eligible for accommodations. The Dean of Students Office will provide documentation of accommodations to you, which you must then give to me as the instructor of the course to receive accommodations. Please do this as soon as possible after you receive the letter. Students with disabilities should follow this procedure as early as possible in the semester. The College is committed to providing reasonable accommodations to assist students in their coursework.

Counseling and Student Health

Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

- The **Counseling and Wellness Center** 352-392-1575 offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: <http://www.counseling.ufl.edu>. On line and in person assistance is available.
- **U Matter We Care** website: <http://www.umatter.ufl.edu/>. If you are feeling overwhelmed or stressed, you can reach out for help through the You Matter We Care website, which is staffed by Dean of Students and Counseling Center personnel.
- The **Student Health Care Center** at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: <https://shcc.ufl.edu/>
- Crisis intervention is always available 24/7 from: Alachua County Crisis Center: (352) 264-6789 <http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx>
- **University Police Department:** [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- **UF Health Shands Emergency Room / Trauma Center:** For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Inclusive Learning Environment

Public health and health professions are based on the belief in human dignity and on respect for the individual. As we share our personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion, where every individual feels valued. We believe in, and promote, openness and tolerance of differences in ethnicity and culture, and we respect differing personal, spiritual, religious and political values. We further believe that celebrating such diversity enriches the quality of the educational experiences we provide our students and enhances our own personal and professional relationships. We embrace The University of Florida's Non-Discrimination Policy, which reads, "The University shall actively promote equal opportunity policies and practices conforming to laws against discrimination. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act." If you have questions or concerns about your rights and responsibilities for inclusive learning environment, please see your instructor or refer to the Office of Multicultural & Diversity Affairs website: www.multicultural.ufl.edu