Semester and Year: Spring 2019
Meeting Dates: January 22-May 16, 2019
Section: 83402
Class time and days: Online - http://ecampus.dcccd.edu
Room: Online
Instructor: Elizabeth Kiertscher, MS, RD, LD, CPT, CWPC
Contact Info: ACCESS Office 972-238-6140
ekiertscher@dcccd.edu
Last date to withdraw: Wednesday, April 17, 2019
Final Exam Day and time: Online. Must be taken by Wednesday, May 15th by 11:59 p.m.

OFFICE HOURS: By appointment. Please email me for an appointment.
I do not maintain regular office hours on campus since I am an adjunct professor and do not office on campus. It is preferable that you ask your questions after class or through email.

Required Materials: *ONLY ONE OPTION IS NEEDED*

ISBN- 9781337881531

-Or-


You can buy the loose pages book or the code online through Follett Book Store at Richland (http://www.bkstr.com/richlandstore/shop/textbooks-and-course-materials), which will assure that you are getting the correct materials. If you buy online, please make sure that you can access the materials through Blackboard and not through the Cengage site. You need the Access Code to complete most assignments.

-Or-

OPTION 3: Cengage Unlimited

Materials required for this course are included in Cengage Unlimited, a subscription that provides access to ALL Cengage eBooks and digital learning products – over 22,000 in total – for only $119.99 (extended subscriptions also available). One Cengage Unlimited subscription can be used across ALL

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courses this semester where Cengage products are assigned. If you are taking another course this semester that is using Cengage products, you will be able to access those course materials for no additional cost. You can purchase your Cengage Unlimited subscription in the Richland College Bookstore and at cengage.com. To check the other courses at Richland College using Cengage this semester, check this website and also be sure to verify with your instructor for that course: https://www.cengage.com/coursepages/unlimited_richland

**Print:** You’ll be eligible for a print rental when you activate MindTap and subscribe to Cengage Unlimited. All you will pay is $7.99 and this includes shipping. For print you can keep, purchase a loose-leaf version of the textbook at a discount through Cengage Unlimited. Loose-leaf shipping is free when purchased with Cengage Unlimited.

**Pricing:** Cengage Unlimited is $119.99 for a 4-month subscription, $179.99 for a 12-month subscription or $239.99 for a 24-month subscription. Students using Financial Aid can purchase a Cengage Unlimited subscription from the Richland College bookstore.

**Bonus:** When your Cengage Unlimited subscription ends, you can keep up to six eBooks in a digital locker and access them for one year. (Introductory offer).

**Extra Help:** cengage.com/start-strong

This class will utilize an online program called MindTap® which provides all chapters of the book online along with videos, animations, activities, and assessments in an online format. It is your choice if you would also like to have the tangible book. The options above will provide the MindTap® program. You must have the online access for MindTap® in order to complete certain assignments for this class.

After you get the code and enter it on eCampus, please do not throw away the code that is the only thing you have in case you run into any problems with the software. If you have any problems with MindTap, please call Cengage Support: 1-800-990-8211, or contact them through the website listed on your code card or the Cengage Technical Support link on eCampus.

**CATALOG COURSE DESCRIPTION**

**Nutrition and Diet Therapy (Principles of Nutrition)**

This is a Texas Common Course Number. This is a Core Curriculum course selected by the colleges of DCCCD.

**Course Description:** This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed. (3 Lec.)

**Coordinating Board Academic Approval Number 1905015109**

**PREREQUISITES**

College level ready in Reading and Writing.

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COURSE OBJECTIVES
To facilitate the understanding of the basic concepts of nutrition. Students will gain knowledge of the different nutrients, their functions, and their sources, with emphasis on the relationship of nutrition and health.

STUDENT LEARNING OUTCOMES
Upon successful completion of this course, students will:

1. Apply nutritional knowledge to analyze personal dietary intakes, to plan nutritious meals using nationally established criteria to meet recommended goals, and to evaluate food labels and the validity of nutritional claims.
2. Trace the pathways and processes that occur in the body to handle nutrients and alcohol through consumption, digestion, absorption, transport, metabolism, storage and waste excretion.
3. Discuss functions, sources, deficiencies, and toxicities of macro- and micronutrients, including carbohydrates, lipids, proteins, water, vitamins, and minerals.
4. Apply the concept of energy balance and its influences at the physical, emotional, societal, and cellular level to evaluate advantages and disadvantages of various methods used to correct energy imbalances.
5. Utilize concepts of aerobic and anaerobic energy systems, and knowledge about macronutrients, vitamins, minerals, ergogenics, and supplements and relate them to fitness and health.
6. Describe health and disease issues related to nutrition throughout the life cycle, including food safety, corrective dietary modifications, and the influence of specific nutrients on diseases.

CORE CURRICULUM INFORMATION

1. Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

ACADEMIC PROGRESS:
Students are encouraged to discuss academic goals and degree completion with their instructors. Specific advising is available throughout the semester. Check http://richlandcollege.edu/admissions and http://richlandcollege.edu/advising for more details.
Also, consult the Advising Syllabus http://richlandcollege.edu/assets/uploads/2015/02/advising-syllabus.pdf regularly to check if you are on track.
EVALUATION PROCEDURES:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Discussion Boards</th>
<th>50 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case Studies/Quiz</td>
<td>150 pts</td>
<td></td>
</tr>
<tr>
<td>Diet and Wellness Analysis Assignment</td>
<td>200 pts</td>
<td></td>
</tr>
<tr>
<td>Exams</td>
<td>Exams* (5 @ 100 pts each)</td>
<td>400 pts</td>
</tr>
<tr>
<td></td>
<td>Final Exam</td>
<td>200 pts</td>
</tr>
<tr>
<td><strong>Total points</strong></td>
<td><strong>1000 pts</strong></td>
<td></td>
</tr>
</tbody>
</table>

*The lowest exam score will be dropped. Exam average will be the average of your best 4 exam scores. The lowest exam score will be listed as exempt in the gradebook.*

GRADING SCALE:

<table>
<thead>
<tr>
<th>Total Points</th>
<th>Percentage</th>
<th>Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>895 – 1000 points</td>
<td>90% or Higher</td>
<td>A</td>
</tr>
<tr>
<td>795 - 894 points</td>
<td>80 - 89 %</td>
<td>B</td>
</tr>
<tr>
<td>695 - 794 points</td>
<td>70 - 79 %</td>
<td>C</td>
</tr>
<tr>
<td>595 - 694 points</td>
<td>60 - 69 %</td>
<td>D</td>
</tr>
<tr>
<td>594 points or less</td>
<td>59 % or lower</td>
<td>F</td>
</tr>
</tbody>
</table>

**Final Grade is based on the grading scale posted on the syllabus. It is NOT negotiable.**

Attendance Policy: To be successful, students must attend and participate in enrolled courses. The standard version of the internet course is an alternative, comprehensive instructional delivery system. As a virtual classroom, it offers Internet access as well as interaction with the instructor and others enrolled in the online section via e-mail or eCampus. The online Instructor is a facilitator rather than a classroom teacher. **Students assume the responsibility of learning** the course content through reading the assigned chapters from the book and completing the assignments and other class activities. Students are expected to log into eCampus and MindTap® and utilize the course materials and activities regularly. As a minimum expectation, you should log-in to the course at least 3 times a week. As a general guideline, you should be working with the online materials for at least 3 hours per day (the same as attending class plus about 3 hours studying and reviewing outside of class).

Suggestions for Student Success: There is no face to face orientation. Each chapter has material for review and assignments to complete on MindTap® and in eCampus. Chapters in the book should be read to ensure your understanding of the material. Students must have access to the internet and a computer to complete this course. **There is no face to face orientation.** Everything you need to know about the course policies are here and on eCampus. You should use as learning tools your assigned text book, PowerPoints, assignments, discussion boards, and your Instructor.

Student Responsibility: To complete this course successfully, each week you should: access the course, check e-mail and announcements daily during the week, verify deadlines on the course calendar, complete the lesson readings and activities, participate in Discussion topics, and submit all assignments and examinations on time.
ONLINE INSTRUCTOR
The on-line instructor acts as a course facilitator rather than a classroom teacher. Students, therefore, assume the responsibility of learning course content through readings in the textbook, watching videos, reviewing posted power points, completing online activities, and by interacting with the instructor through email. The standard version of the internet course is an alternative, comprehensive instructional delivery system. As a virtual classroom, it offers Internet access as well as interaction with the instructor and others enrolled in the on-line section.

I will be your course facilitator for this online class. It is your responsibility to review the syllabus and class schedule to know what material you should be reviewing each week, when exams will be held, and when assignments are due. Please contact me at ekiertscher@dcccd.edu if you ever need help.

Technical Requirements: A basic level of technical competence and equipment are necessary for participating in an online class.

To be successful in this course you should be able to execute the following basic computer skills:
1. Use a mouse to select and highlight menu commands and tools
2. Open, close, and re-size windows
3. Use scroll bars and otherwise navigate in a Windows environment as well as on the Internet
4. Send and receive e-mail, including attaching and downloading document files within e-mail
5. Attach and retrieve files (such as Word, WordPerfect, text files, or rich text format files)
6. Copy and paste documents into an e-mail or other electronic document
7. Complete assignments using Word processing software and work with PDF files and forms
8. Locate, save, and retrieve files on the computer
9. Use a web browser like Internet Explorer or Firefox and search engines like Google.
10. Read and submit comments and post images to a discussion board.

**Students must have regular, reliable access to a COMPUTER with internet connection with the required materials for this class. Students are responsible for meeting course content requirements and related deadlines. (Access to only a mobile device is NOT enough to succeed in this class)**

**If you do not possess the above computer skills, have computer and internet access, or if you cannot work independently you should be in a traditional nutrition course.**

Netiquette
All communication should be civil. Standards of courtesy and respect must be maintained at all times in our online environment. Please be courteous and respectful to other students and the instructor. You might find it helpful to read your posting out loud before you submit it to make sure it is understandable, also the "tone" is a very important part of communication. Please use correct spelling and grammar as much as possible. Please avoid “texting” abbreviations.

Communication
The primary means of communication for this class will be email and eCampus. You are responsible for ensuring that your email address is correctly listed in the course (check this on the first day!) and that you are receiving emails from the instructor. To ensure you receive all notices in a timely manner, check your email frequently (at least once per day). If you send an email with a technical problem or other request that requires a rapid response to meet a deadline, make sure to use the correct subject line and then check your email frequently between the time you send your request/problem and the due date. Extensions will NOT be granted in situations where I responded to your request/problem before the due

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date with instructions for what to do next, but you did not check frequently enough to see the response. I will reply to all emails sent in the proper format within 24-48 hours, so double check your format and resend your email if you do NOT hear back from me within this time frame. Do NOT assume that an unanswered email was received – ALWAYS RE-SEND if you do not receive a reply in 48 hours!

**Required subject line format:** When contacting your instructor, the **SUBJECT LINE** must contain the course ID (BIOL-1322-83402) AND the student's first and last name. The email itself (the body/message) should ALSO contain the **course ID and your name** at the end of the message. Emails sent without this format will receive a reply asking: who you are and what class you are in, which slows down response time.

**You need to know how to access** eCampus, since we will be using it to communicate and all class information will be there.

**eCAMPUS**
eCampus will be used for the administration of this class. It can be accessed here [https://ecampus.dcccd.edu](https://ecampus.dcccd.edu). All instructions for this class will be posted on eCampus. When you log into eCampus choose the “START HERE!” link in the course navigation panel on the left of the screen.

**Materials found in eCampus:**
1. Class announcements
2. Syllabus
3. General class information
4. Course content including chapter powerpoints and associated videos
5. Link to MindTap® (discussed below) **YOU MUST ACCESS MINDTAP® THROUGH THE eCampus LINK**
6. Exams
7. Full gradebook
8. Assignment information and submission of non-MindTap® assignments
9. Instructor contact information
10. Helpful resources

- Training for eCampus is available within the eCampus system at [http://ecampus.support.dcccd.edu/v91/studenttutorials/studentIndexv91.html](http://ecampus.support.dcccd.edu/v91/studenttutorials/studentIndexv91.html)
- If you have any problems with eCampus please contact the eCampus help desk at 1-866-374-7169 or [http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8023](http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8023) for DCCCD Technical Support

**If you contact DCCCD Technical Support you must email the professor as well within 48 hours regarding your issues. If you do not contact me within 48 hours an extension on the due date of assignments or exams may not be granted.**

**MindTap®**
MindTap® is an online resource for the book used for this class. MindTap® contains all chapter readings for the book along with MindTap® specific assignments and Diet and Wellness Plus. MindTap® can be accessed through eCampus under the “MindTap®” link in the course navigation panel on the left of the screen. There are instructions available in eCampus that walk you through accessing our MindTap® class and how to register your access code for our class. **YOU MUST ACCESS MINDTAP® THROUGH OUR eCampus CLASS. IF YOU DO NO ACCESS MINDTAP® THROUGH eCampus YOU WILL NOT BE CONNECTED TO OUR CLASS AND YOUR GRADES WILL NOT BE TRANSFERRED TO eCampus.**

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**MindTap® opens in a pop-up window. Make sure your pop-up blocker is turned off.**

Materials found in MindTap®:
1. Book chapter materials
   a. Within each chapter you will find the following:
      i. Practice assessments, videos, and post-learning assessments — these are optional and will not be graded. They are simply available to help you with the understanding of the material.
      ii. Chapter readings
      iii. Study guides
      iv. Case studies and quizzes — these are graded. Please complete the assigned case studies and labs by the listed due date. Your grade will show up in MindTap®, but will also transfer to eCampus’ gradebook if you are accessing the class correctly. It is your responsibility to make sure your grades are showing up correctly in eCampus and notify the instructor of any issues within the specified time frame discussed in the “Assignment Policies” below.
2. Diet and Wellness Plus App
   a. This program will be used for your major class assignment, Diet and Wellness Analysis. Please review the assignment instructions listed below and on eCampus for more information.
3. Study materials
   a. There are many study materials included in this program. Please take some time to review the site and determine what will work best for you to be successful in this class.

- Assistance with MindTap® can be found here [http://services.cengage.com/student](http://services.cengage.com/student) You can also contact Cengage via email at cengagebrain.support@cengage.com, or by phone at 1.800.354.9706*

**If you contact Cengage Technical Support you must email the professor as well within 48 hours regarding your issues. If you do not contact me within 48 hours an extension on the due date of assignments or exams may not be granted.**

EXAMS
There will be 5 exams throughout this course and a final exam. Exams will be held online through the eCampus system. The week an exam is scheduled, the exam will be posted 7 days before the due date at midnight and must be completed by the due date (which will be Sunday except for the final which will be due on a Wednesday) by 11:59pm. Please refer to the class schedule for due dates. You will have one attempt to take the exam and the exams will be timed at 2 hours, except the final which will be timed at 3 hours. Once you start the exam it must be completed. You are not able to save and return to the exam at a later time. If you have problems while taking an exam please email the instructor immediately regarding your issues. The instructor will work with you to determine if an exam reset or extended deadline is warranted.

EXAM format: Each exam will contain 50 multiple choices questions. The final exam will contain 100 multiple choice questions.
**It is imperative that you test your browser’s compatibility with eCampus for exams. On the log on page for eCampus there is a link that says “Test your Browser” on the top left of the screen. I would recommend testing your browser before class starts to ensure you will be able to access all information for the class and take exams.**

<table>
<thead>
<tr>
<th>Exam</th>
<th>Topic</th>
<th>Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction - Overview of Nutrition</td>
<td>1 + highlight 1</td>
</tr>
<tr>
<td></td>
<td>Planning a Healthy Diet</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Energy Balance and Body Composition</td>
<td>8</td>
</tr>
<tr>
<td>2</td>
<td>Carbohydrates</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Lipids</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Proteins</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>(except the digestion sections-these will be on exam 3)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Digestion, Absorption, and Transport ( + the digestion sections of chapters 4, 5, and 6)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Metabolism</td>
<td>7 + highlight 7</td>
</tr>
<tr>
<td></td>
<td>Water Soluble Vitamins</td>
<td>10 + highlight 10</td>
</tr>
<tr>
<td>4</td>
<td>Fat Soluble Vitamins</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Water and Major Minerals</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Trace Minerals</td>
<td>13</td>
</tr>
<tr>
<td>5</td>
<td>Life Cycle Nutrition</td>
<td>15-16-17</td>
</tr>
<tr>
<td>Final</td>
<td>(50% Comprehensive + 50% last 4 chapters)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Weight Management</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Eating Disorders</td>
<td>Highlight 8</td>
</tr>
<tr>
<td></td>
<td>Fitness</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>Diet and Health</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td>Consumer Concerns About Foods and Water</td>
<td>19</td>
</tr>
</tbody>
</table>

**ASSIGNMENTS**

**Diet and Wellness Plus Analysis – 200 points (The required reports are due on February 24 and the full analysis write up is due on April 28)**

This assignment is posted on eCampus with instructions. You will be analyzing your 3-day diet and activity record using the *Diet and Wellness Plus* nutrition software contained within the MindTap® program. Reports generated through *Diet and Wellness Plus* will be submitted through the software while the analysis write up documents will be submitted through eCampus. Grades for the reports will be added to the grade for your analysis write up for one final grade for the assignment. I will be entering your grades for the reports and analysis write ups in eCampus. It is your responsibility to make sure your reports are showing up correctly and reviewing your grades and feedback in eCampus. Please contact me if you are not receiving credit for submitted reports within the time frame specified in the “Assignment Polices” below as I
may not be able to see them in the system if you have not submitted them properly. Please review the videos and power point in eCampus under the Diet and Wellness Plus Analysis assignment for more details about using this program.

*This software is found inside the MindTap® program. If you are having problems with Diet and Wellness Plus please contact Cengage directly http://services.cengage.com/student. You can also contact Cengage via email at cengagebrain.support@cengage.com, or by phone at 1.800.354.9706*

**Case Studies and Quizzes—8 points each (Completed as the class progresses through the semester. See due dates listed on the class schedule.)**

These case studies and quizzes can be found in the MindTap® program. Once you have reviewed the chapter readings and associated material, answer the questions in the case study and/or labs. You will have 2 attempts to take the assessment with your best score being recorded. Your grade will show up in MindTap®, but will also transfer to eCampus’ gradebook if you are accessing the class correctly. It is your responsibility to make sure your grades are showing up correctly in eCampus and notify the instructor of any issues within the specified time frame discussed in the “Assignment Polices” below.

**Discussion Board-50 points total (See due dates listed on the class schedule.)**

There will be 2 discussion boards for this class. These will be found in eCampus. Read the prompt for the discussion board, review the associated website or documents, as appropriate, and submit your response. Please submit a thorough response that is longer than one sentence.

**Please refer to the assignment policies below for details on assignment requirements.**

**ASSIGNMENT POLICIES**

1. All assignments are due by 11:59p on the day they are due
   a. Assignments that are turned in via eCampus
      i. Assignments:
         1. Diet and Wellness Analysis write up. Questions to be answered can be found on the Diet and Wellness Analysis instructions in eCampus. You will be analyzing the reports you run in MindTap®.
         2. Discussion Boards
         3. Food Label Assessment
      ii. Submission process:
         1. Diet and Wellness Analysis write up
            a. Uploaded under assignments as an attached document
               i. Acceptable forms of document submissions include a Word document, RTF, PDF, or JPEG.
               ii. I must be able to open assignments that are uploaded into eCampus. If I cannot open them to view your submission you will receive a zero for that assignment. I will put a comment in the “feedback to user” section for the assignment indicating if I cannot open the document. It is
up to you to check your grades in eCampus on a regular basis and contact the professor with any concerns.

iii. Assignments may be submitted as a document attached to an email **only** if you are having problems uploading the assignment to eCampus. For example, if it is close to the deadline for assignment submission and you are having problems with eCampus you may submit your assignment via email with an explanation to make sure it is submitted by the due date.

iv. Assignment submissions in the text of an email or the comments section on eCampus will not be accepted.

v. Assignments should be typed and double spaced with at least an 11 point font.

b. You only have one attempt to complete each assignment. If you have a problem with your submission, please contact your professor ASAP. Assignment revisions after grades are posted will not be accepted, unless requested by the instructor.

c. My feedback to your submission can be found by clicking on the blue/green conversation image next to your grade in the gradebook.

2. Discussion Boards

a. Go to the Discussion Board link and click on the Discussion Board you are wanting to post under

b. Click on start thread, write your response and then submit.

3. Food Label Assessment

a. Upload as an attached document in eCampus.

i. Acceptable forms of document submissions include a Word document, RTF, PDF, or JPEG.

ii. I must be able to open assignments that are uploaded into eCampus. If I cannot open them to view your submission you will receive a zero for that assignment. I will put a comment in the “feedback to user” section for the assignment indicating if I cannot open the document. It is up to you to check your grades in eCampus on a regular basis and contact the professor with any concerns.

iii. Assignments may be submitted as a document attached to an email **only** if you are having problems uploading the assignment to eCampus. For example, if it is close to the deadline for assignment submission and you are having problems with eCampus you may submit your assignment via email with an explanation to make sure it is submitted by the due date.
iv. Assignment submissions in the text of an email or the comments section on eCampus will not be accepted.

v. Assignments should be typed and double spaced with at least an 11 point font.

b. Assignments that are turned in via MindTap®
   
i. Assignments:
      1. Case Studies and quizzes
      2. Diet and Wellness Plus Analysis reports
   
   ii. Submission Process:
      1. Case studies and quizzes: Submitted through the MindTap® program by completing the questions for the associated case study or lab.
      2. Diet and Wellness Plus Analysis reports: submitted through the Diet and Wellness Plus software within MindTap®. The report due dates will be found in the Diet and Wellness Plus Analysis assignment instructions, class schedule, and in the Diet and Wellness Plus program. A video and powerpoint are available in eCampus that explain how to submit reports.

2. You may submit your assignment anytime before the due date and time to receive full credit.

3. Late assignments will not be accepted. See Late Work Policy below.

4. Correct spelling, grammar, and use of complete sentences are expected. Do not use abbreviations, please.

5. You need to have access to a computer and the MindTap access code (see Required Materials) in order to complete the Diet and Wellness Analysis assignment and case studies/labs.

6. It is your responsibility to check your grades and comments on a regular basis in the eCampus system and notify the instructor of any issues. Questions and/or concerns about graded assignments and exams must be submitted to the professor no later than 3 days of the release of assignment grades. After this time assignment and exam grades as final. MindTap® case study scores will show up in MindTap®, but will also transfer to eCampus. It is your responsibility to make sure that your grades are transferring to eCampus. The grades will transfer soon after you complete the assignment. The assignment due date will start the 3 day window for notification of the instructor with questions and/or concerns about these assignment grades.

7. Plagiarism is unacceptable. Be aware of the plagiarism policy. Plagiarism is a serious matter and a zero will be given for plagiarized assignments. You must put your answers into your own words. You cannot copy full passages from the book, websites, or any other published works or another student’s work. If you must copy something to support your answer you must put it in quotations and cite your source.
   
a. The student Code of Conduct can be found here: http://www.richlandcollege.edu/conduct.
   All assignments submitted through eCampus will be run through the Safe Assign software.
   
b. Resources for understanding plagiarism can be found here:
   http://richlandcollege.edu/worldlanguages/english-department/english-corner/avoiding-plagiarism/

Late Work or Make-up Exam Policy:

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1. This is not a self-paced class. There are deadlines for assignments and exams.
2. Should you have an emergency or illness please contact the professor immediately and I will work with you to determine if an extended deadline is warranted.
3. **NO MAKE UP EXAMS.**
   a. **NO MAKE UP EXAMS.** Five EXAMS and a final exam will be given; the lowest grade of your 5 exams will be dropped. So, if you miss a test, because of a family emergency, got a cold, work, or any other unexpected circumstance, that will be your lowest grade. The final exam grade will not be dropped even if it is your lowest grade.
4. **NO LATE ASSIGNMENTS**
   a. **NO LATE ASSIGNMENTS.** Assignments will be posted on eCampus with their respective instructions. Assignments are due as scheduled on the course schedule or as specified by the instructor. It is YOUR responsibility to deliver the assignment to the instructor through eCampus or MindTap. If for a specific circumstance the instructor allows you to submit a late assignment, **20% of the grade** will be removed for each day after the due date of the specific assignment.

**Instructor Policies:**
1. There will be NO make-up exams. The score for all missed exams will be zero.
2. The lowest of the five exam scores will be dropped, not including the final.
3. Please email me at anytime with questions. Please allow at least 24-48 hours for a response.
4. Release of grades for assignments and exams will take at least 1 week. Please do not email me regarding the release date of grades.
5. You must contact the professor if you need assistance in this class. Please contact me as soon as you have a problem, issue, or concern.
6. No assignment submission will be accepted after class has ended.

**Institutional Policies:**
Institutional Policies relating to this course can be accessed from the following link

www.richlandcollege.edu/syllabipolicies
<table>
<thead>
<tr>
<th>Week &amp; Date</th>
<th>Chapters</th>
<th>Assignment or Exam</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td>Ch 1: An Overview of Nutrition Highlight 1: Nutrition Information and Misinformation</td>
<td><strong>Assignment</strong> Complete profile in Diet and Wellness Plus &amp; start tracking 3-days of intake and activity Self Presentation! Discussion Board Case Study 1: Reducing Disease Risk</td>
<td>Start this week</td>
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<tr>
<td>January 22-27</td>
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<td>January 27</td>
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<tr>
<td><strong>Week 2</strong></td>
<td>Ch 2: Planning a Healthy Diet</td>
<td><strong>Assignment</strong> Ch 2 Pop-Up Tutor Quiz: Reading a Food Label Case Study 2: DASH on the Menu at a Quick-Serve Restaurant</td>
<td>February 3</td>
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<tr>
<td>January 28-February 3</td>
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<td>February 3</td>
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<tr>
<td><strong>Week 3</strong></td>
<td>Ch 8: Energy Balance and Body Composition</td>
<td><strong>Assignment</strong> Case Study 8: Improving Body Composition <strong>Exam</strong> Exam 1 (Ch 1, 2, 8, + highlight 1)</td>
<td>February 10</td>
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<td>February 4-10</td>
<td></td>
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<td>February 10</td>
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<tr>
<td><strong>Week 4</strong></td>
<td>Ch 4: The Carbohydrates: Sugars, Starches, and Fibers</td>
<td><strong>Assignment</strong> Case Study 4: Added Sugars and Lactose Intolerance</td>
<td>February 17</td>
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<td>February 11-17</td>
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<tr>
<td><strong>Week 5</strong></td>
<td>Ch 5: The Lipids: Triglycerides, Phospholipids, and Sterols</td>
<td><strong>Assignment</strong> Case Study 5: Heart-Healthy Sandwich Choices Diet and Wellness Plus Reports</td>
<td>February 24</td>
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<tr>
<td>February 18-24</td>
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<td>February 24</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Week 6</th>
<th>February 25- March 3</th>
<th>Ch 6: Protein: Amino Acids</th>
<th>Assignment</th>
<th>Case Study 6: Protein Adequacy</th>
<th>March 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Exam</td>
<td>Exam 2 (Ch 4,5,6 except the sections on digestion)</td>
<td>March 3</td>
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<tr>
<td>Week 7</td>
<td>March 4-10</td>
<td>Ch 3: Digestion, Absorption, and Transport Ch 7: Energy Metabolism Highlight 7: Alcohol in the Body</td>
<td>Assignment</td>
<td>Case Study 3: Managing GI Discomfort</td>
<td>March 10</td>
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<td>Case Study 7: Excessive Alcohol Use</td>
<td>March 10</td>
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<td><strong>March 11-15 Spring Break</strong></td>
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<td>Week 8</td>
<td>March 18-24</td>
<td>Ch 10: Water Soluble Vitamins: B Vitamins and Vitamin C Highlight 10: Vitamin and Mineral Supplements</td>
<td>Assignment</td>
<td>Case Study 10: Fatigue with a Vitamin-Poor Diet</td>
<td>March 24</td>
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<td>Exam</td>
<td>Exam 3 (Ch 3, 7, 10, highlight 7 &amp; 10 + digestion sections of Ch 4, 5, 6)</td>
<td>March 24</td>
</tr>
<tr>
<td>Week 9</td>
<td>March 25-31</td>
<td>Ch 11: The Fat Soluble Vitamins: A,D,E, and K</td>
<td>Assignment</td>
<td>Case Study 11: Low Serum Vitamin D</td>
<td>March 31</td>
</tr>
<tr>
<td>Week 10</td>
<td>April 1-7</td>
<td>Ch 12: Water and the Major Minerals</td>
<td>Assignment</td>
<td>Case Study 12: Fluid and Calcium for a Young Athlete</td>
<td>April 7</td>
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<tr>
<td>Week 11</td>
<td>April 8-14</td>
<td>Ch 13: Trace Minerals</td>
<td>Assignment</td>
<td>Case Study 13: Trace Mineral Deficiencies</td>
<td>April 14</td>
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<td>Exam</td>
<td>Exam 4 (Ch 11, 12, 13)</td>
<td>April 14</td>
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</tbody>
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| Week 12 | April 15-21 | Ch 15: Life Cycle: Pregnancy and Lactation  
Ch 16: Life Cycle: Infancy, Childhood, and Adolescence | **Assignment**  
Case Study 15: Weight Status and Pregnancy  
Case Study 16: Childhood Obesity | April 21 |
| Week 13 | April 22-28 | Ch 17: Life Cycle: Adulthood and the Later Years | **Assignment**  
Case Study 17: Weight Loss in an 89-year-old Male  
Diet and Wellness Plus Write Up | April 28 |
| Week 14 | April 29-May 5 | Ch 14: Fitness: Physical Activity, Nutrients, and Body Adaptations  
Ch 18: Diet and Health | **Assignment**  
Case Study 18: Diets for Disease Prevention  
Exam  
Exam 5 (Ch 15, 16, 17) | May 5 |
| Week 15 | May 6-12 | Ch 9: Weight Management: Overweight, Obesity, and Underweight  
Highlight 8: Eating Disorders | **Assignment**  
Case Study 9: Lifestyle Changes for Weight Loss  
Genetically Engineered Foods Discussion Board | May 12 |
| Week 16 | May 13-16 | Ch 19: Consumer Concerns about Foods and Water | **Assignment**  
Case Study 19: Foodborne Illness  
Exam  
Final Exam (50% Ch 14, 18, 9, highlight 8, 19 + 50% comprehensive) | May 15 |

The instructor reserves the right to amend this syllabus as necessary and this schedule is subject to change.