Department of Family Relations and Applied Nutrition

NUTR*4850 Field Experience in Nutrition Education
Winter 2014
COURSE OUTLINE

Instructor: Alexia Prescod
MINS 133A
Ext. 52611

Office Hours: Mondays 9:30am-11:00am
and by appointment

Course Description

The field experience in nutrition education is a supervised placement and seminar for fourth year Applied Human Nutrition Majors. Students will apply principles of program planning, nutrition education theory and professional behaviour in a community setting. Placements may be arranged in clinical or community health settings, educational facilities, social services or industry.

Course Objectives

At completion of the course, students will have:

a) Demonstrated participation in the routine work related to food, nutrition or wellness in a health, education, industry or social service agency and completed a specific project in such an agency;

b) Applied the knowledge and skills learned from course work in the practice of education, nutrition, health or wellness promotion;

c) Created a personal career plan that is informed by personal learning and skill development from the field experience

d) Participated in the discussion of various nutrition and health promotion related issues in seminar and at the project fair.

Prerequisites: FRHD*3400, NUTR*4040 and NUTR*4070

Course Format

The course will be highly interactive with presentations and discussion by class members with reflections on field placement experiences as a primary feature. Students will arrange to meet with the supervisor during the first week of classes (January 6 to 10) to confirm the placement, discuss possible activities and begin orientation. Students will spend a half-day per week from week 2 to week 12 (week of January 13 to Week of March 31- last day April 4) in the agency, working under the assigned supervisor. During the University of Guelph Winter Break, in February students usually do not attend regular placement. Students will also attend a ½ hour seminar each week where they will present and discuss aspects about their placements and related topics.

NUTR*4850: 2004-2014
When you cannot meet course requirements

When you find yourself unable to meet course requirements for this course or any of your other courses due to illness or compassionate reasons, please advise the program counsellor, Linda Zehr in the BASc Counselling Office <bascprog@uoguelph.ca>, ext. 58964). Where possible, this should be done in advance of the missed work or event, but otherwise, just as soon as possible after the due date in question. Appropriate documentation of your inability to meet course requirements maybe requested. The program counselor will contact all course instructors on your behalf.

If you find yourself unable to meet course requirements for this course only, please advise the course instructor in writing include name, address and e-mail contact. Where possible, this should be done in advance of the missed work or event, but otherwise, just as soon as possible after the due date in question, and certainly no longer than one week later. Appropriate documentation of your inability to meet the course requirement in question is necessary; the course instructor will request it of you. Such documentation will rarely be required for course components representing less than 10% of the course grade. Please note that late assignments where contact was not made with the course instructor will be deducted 10% per day (weekends and holidays included).

If you cannot meet a placement requirement due to illness or compassionate reasons, please advise the course instructor and your placement supervisor via e-mail. Where possible, this should be done in advance of the missed work or event, but otherwise, just as soon as possible.

Academic Integrity
Detailed information about the regulations governing academic misconduct are in the Graduate Calendar at: www.uoguelph.ca/registrar/calendars/graduate/current/genreg/sec_d0e1125.shtml#AcademicIntegrity

As part of this course students are expected to read and complete the academic integrity tutorial available at www.academicintegrity.uoguelph.ca/index.cfm. There will be an in-class discussion of issues related to academic integrity.

Academic Misconduct and Appeals procedure: Undergraduate Calendar section 8

Add & Drop procedure: Undergraduate Calendar section 8

Readings:

Academic Integrity at the University of Guelph (2004). Retrieved January 2, 2014, from University of Guelph Web site:
http://www.academicintegrity.uoguelph.ca/


Additional reading will be posted on D2L.

*Available on D2L

**Course Evaluation**

<table>
<thead>
<tr>
<th>Orientation Checklist</th>
<th>15</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Informal presentation = 7.5%</td>
<td></td>
</tr>
<tr>
<td>• Completed checklist = 7.5%</td>
<td></td>
</tr>
<tr>
<td>Student/Agency Learning Contract</td>
<td>20</td>
</tr>
<tr>
<td>Project Fair Poster Presentation</td>
<td>20</td>
</tr>
<tr>
<td>• Poster = 15%</td>
<td></td>
</tr>
<tr>
<td>• Poster Presentation = 5%</td>
<td></td>
</tr>
<tr>
<td>Personal Career Plan</td>
<td>5</td>
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<tr>
<td>Course Enrichment Report</td>
<td>10</td>
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<tr>
<td>Performance Appraisal of the Learning Contract - done by supervisor</td>
<td>30</td>
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</tbody>
</table>

**Personal Career Plan - 5% of Final Mark**
Following the presentations on career development complete the UBC Career Development Plan document (on Courselink). For full marks, complete each section of the document or write a reflection of why you did not complete a given section. On page 10 of the document create at least 3 ‘SMART career goals’.

**Performance Appraisal of the Learning Contract - 30% of Final Mark**
At the end of the placement, the student and the supervisor will review the learning contract. They will determine if the objectives were successfully completed, identify if some objectives had to be
modified, and if so, how successful were those modifications for helping the student to achieve the course goals, the agency goals, and the student’s own personal learning goals.

The supervisor assesses the work of the student on the learning contract, using Learning Contract Evaluation Form. The supervisor shares the assessment with the student. The completed form is signed by the supervisor and the student. All forms are due April 11 by 4:30 pm.

The mark for completing the learning contract is based on the Learning Contract Evaluation and the Supervisor Field Placement Evaluation Form.

The final grade will be based on the University of Guelph Grading Procedures (See the University Undergraduate Calendar 2009-2010, www.uoguelph.ca/undergrad_calendar/e08/e08-grds-proc.shtml). The ultimate responsibility for deciding whether a student passes or fails the course rests with the University of Guelph.

**Tentative Student Seminar Schedule**

The first part of each seminar will be devoted to discussing questions and issues which arise from activities in your placement. The second part will address a topic which relates to you getting the most from your placement. Students will help to determine the topics and how they are addressed during the seminars.

<table>
<thead>
<tr>
<th>Date: Week of</th>
<th>Seminar Topic</th>
<th>Placement Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 6</td>
<td>Receive course material, Introduction to field placement Checklist sign up</td>
<td>Contact and meet with placement supervisor. Begin orientation.</td>
</tr>
<tr>
<td>Date: Week of</td>
<td>Seminar Topic</td>
<td>Placement Activity</td>
</tr>
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</tbody>
</table>
| January 27   | Career Development planning  
Complete BEFORE class:  
Work style and work values forms from Courserlink | Work on defining Learning Contract.  
Proceed with activities. |
| February 3   | Professional Ethics  
Reading: Markkula Center for Applied Ethics | Supervisor reviews and signs Learning Contract. |
| February 10  | Career Development planning  
Complete BEFORE class:  
Functional skills document  
READ: Conference Board of Canada document | Proceed with activities. |
| February 17  | Break - No Class | No regular placement. |
| February 24  | How to make a placement poster  
Guest: Jason Dodd | Proceed with activities. |
| March 3      | Poster fair  
work session | Proceed with activities. |
| March 10     | Guest Speakers:  
Lindzie O’Reilly and Tayler Musclow 1:30 pm  
Katja Morley 2:30 pm | Proceed with activities. |
| March 17     | Work period for project fair | Proceed with activities. |
| March 24     | Guest speakers:  
Emily Richards 1:30pm  
Michelle Marcinow (PhD Candidate, AHN) | Proceed with activities. |
| March 31     | Project Fair Presentations  
(Supervisors of presenters invited)  
April 2\textsuperscript{nd} | Last week in placement.  
Complete assigned activities.  
Discuss your Learning Contract Evaluation Form with supervisor for signature. |