



SYLLABUS

AU: FTES 130 Special Activities

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Consortium of Adventist Colleges and Universities

Self-Paced Courses

This course follows a self-paced online format. You have 180 days from your selected start date to complete the course. The last day to withdraw with a full refund is 15 days after your start date.

Instructor Contact

Please refer to course in Learning Hub for the teacher contact information.

Communication with the Instructor

It is important to remember that while the Internet is available 24 hours a day, your instructor is not. You can expect that your instructor will respond to e-mail message to you within *2 business days* during the week and may not be available to respond on weekends.

Other Assistance

Username and password assistance	helpdesk@andrews.edu	(269) 471-6016
Enrollment and cancellations	sderegister@andrews.edu	(269) 471-6323
Bookstore	https://www.andrews.edu/bookstore/	
Technical assistance with Learning Hub	dlit@andrews.edu	(269) 471-3960
Technical assistance with your Andrews account	andrews.edu/hdchat/chat.php	
Exam requests	sdeexams@andrews.edu	(269) 471-6566
Student Services Support & FAQ	www.andrews.edu/distance/students/	
Any other questions: sde@andrews.edu , (800) 782-4769 or (269) 471-6570		

Part 1: Course Information

Course Description

This course is an individualized activity course that focuses on the three areas of physical fitness. Students will be required to come up with a personalized fitness plan and then implement their plan throughout the course.

Course Learning Outcomes

Upon successful completion of the course the student will be able to:

1. Develop a personalized exercise program, in pursuit of a healthful way of life.
2. Identify the three principles of physical fitness and how they are applied to overall wellness.
3. Develop individualized fitness and other health related goals.
4. Execute an individualized exercise program including the three principles of physical fitness.
5. Plan for the future by setting fitness and other health related goals.

Required Text/Material

Athletic clothes and shoes

Optional Text/Material

Exercise equipment, videos, or gym membership

Credit Hour and Commitment

This course is offered for 1 semester credit. In a face-to-face 15 week semester class, that typically requires 1 hour of classroom time per week, and 2 hours of homework per week for a total of about 45 hours. This class is delivered online in 16 weeks; so you should plan to spend about three hours a week on this class, including working out, accessing instructional materials, interacting with your instructor, and completing homework. Due to the physical fitness nature of the course, you must plan to take 16 weeks to complete the course. The course cannot be completed faster than that.

Part 2: Course Methods and Delivery

Methods of Instruction

Methods of instruction include assigned readings, short essays and reflections on the reading, interactions with the instructor via phone and e-mail, and one major activity assignment. Regular participation in the course is essential to good performance.

Course/Technical Requirements

- Internet connection (DSL, LAN, or cable connection desirable).

LearningHub Access

This course is delivered online through LearningHub at <http://learninghub.andrews.edu>

Your username and password are your Andrews username and password. You need to activate your username and password to access LearningHub.

Please do this online here:

<https://vault.andrews.edu/vault/pages/activation/information.jsp> if you haven't already. (269) 471-6016 or email helpdesk@andrews.edu if you need assistance.

If you need technical assistance at any time during the course, or to report a problem with LearningHub, please email dlit@andrews.edu or call 269-471-3960.

Part 3: Course Requirements

Important Note: Activity and assignment details will be explained in detail within each learning module. If you have any questions, please contact your instructor.

Your Schedule

In Learning Hub, you will access online lessons, course materials, and resources. This course is self-paced. You must complete the course within 180 days. This is the Consortium policy. You may have a stricter deadline imposed by graduation, financial aid, or other restrictions.

Start by creating a schedule for completion of the course.

- **NOTE:** Do to the nature of this physical activity course the minimum requirement is for 10 consecutive weeks.
- No matter when you start the course have you to do 10 consecutive weeks.
- Determine your deadline. Do you need a transcript sent to your home institution?
- Working from your deadline, count backwards. Allow 2 weeks after you take your final exam for your final grade to be calculated. Allow another 2 weeks for the transcript to be

- processed and sent.
- Now use the suggested schedules to create a schedule for yourself that ensures completion 4 weeks before your deadline.

Submit your course plan to your instructor within Learning Hub AND discipline yourself to make regular progress.

Assessment Descriptions

Assigned Readings: Readings are drawn from online materials. Students will be required to go to the ACE webpage (<https://www.acefitness.org/professional-resources/fitness-research.aspx>) and find 3 interesting articles to read and write about. These articles can be helpful when deciding on the mode of training that would be best for the individualized plan.

Activity Logs: There are 14 activity logs for this course. An activity log must be submitted each week. Students must log the workout they execute and give a brief description of the activities performed. Students are allowed to perform their own workouts but they must give a detailed account of what they did. This is an activity class therefore working out on a weekly basis is required. All activity logs can be found and downloaded from LearningHub (FITT Project document).

Exams: This course contains a final exam only. Since there is no book for this course the final exam will cover what was learned in the course through the FITT Project, workouts, and reading assignments. The final will be in essay form.

Videos: Since this is a hands-on activity class and there are no textbooks or weekly quizzes, workouts are required as the core of the course experience. Students will be required to document two of their workouts by submitting two 10-15 minute video presentations of a workout the student has been regularly performing. In the videos the student must implement the 3 components of physical fitness. This can be a rather informal presentation, but needs to show the professor where you have been doing your workouts, how well you are able to perform one of them, and evidence that you have been doing the workout throughout the duration of the course. For more details see the rubric. To learn how to submit a video assignment, go to LearningHub under the section titled, "Course Overview" and click on How to Submit a Video Assignment.

FITT Project: Students will be required to complete the FITT Project throughout the course experience. The first part of the FITT Project is goal setting and planning of the individualized workout. The logs described above will also be a required part of the FITT Project. The final aspect of this project is the evaluation paper, which will be due the last week of the course.

Rubrics

Please refer to course in Learning Hub for rubrics.

Exams

Exams must be completed in the presence of an approved proctor without the assistance of books, notes, devices or outside help unless otherwise specified in the exam review and exam directions.

Please review the [current policy on approved proctors](#) before completing the exam request form, which is linked through your course space. It is your responsibility to make arrangements for an

approved proctor (unless living near the main campus) and to complete the exam request form at least two weeks prior to each exam date. Bring an official photo ID to show the proctor at the start of the exam session.

The final exam is worth 10% of your grade. You are allowed 60 minutes to complete this exam.

If you cannot take your exam within the period noted in the email regarding exam arrangements, email sdeexams@andrews.edu with the reason you cannot meet this deadline, and a proposed alternate time within a week, and prior to the course end date.

The final exam will be completed online through Learning Hub. Completed exams are never available to you or your proctor. Instructors provide feedback on exams other than the final exam. Exam grades can be viewed in the course space, and the final course grade is included in the University Academic Record accessible through your IVUE page.

Suggested schedule for completion in 10 weeks:

Must complete 5 hours of exercise per week

Week	Modules	Topic	Readings	Assignments	Course Objectives Met
1	Intro 1	Introduction & Orientation Fitness Planning	Orientation Writing Expectations 3 ACE Research Articles	Submit: Schedule Tell About Me Academic Honesty FITT Project Written Reports of ACE Articles	#1, #2, #3
2	2	Module 1 Workout		Module 1 Workout	#4
3	3	Module 2 Workout		Module 2 Workout	#4
4	4	Module 3 Workout		Module 3 Workout	#4
5	5	Module 4 Workout		Module 4 Workout Work out video #1	#4
6	6	Module 5 Workout		Module 5 Workout	#4
7	7	Module 6 Workout		Module 6 Workout	#4
8	8	Module 7 Workout		Module 7 Workout	#4
9	10	Module 10 Workout		Module 10 Workout Work out video #2	#4
10	16	Module 15 Workout		Module 15 Workout FINAL EXAM	#5

Suggested schedule for completion in 16 weeks:

Modules	Topic	Readings	Assignments	Couse Objectives Met
Intro	Introduction & Orientation	Orientation Writing Expectations	Submit: Schedule Tell About Me Academic Honesty	
1	Fitness Planning	<i>3 ACE Research Articles</i>	FITT Project Written Reports of ACE Articles	#1, #2, #3
2	Week 1 Workout		Week 1 Workout	#4
3	Week 2 Workout		Week 2 Workout	#4
4	Week 3 Workout		Week 3 Workout	#4
5	Week 4 Workout		Week 4 Workout	#4
6	Week 5 Workout		Week 5 Workout	#4
7	Week 6 Workout		Week 6 Workout	#4
8	Week 7 Workout		Week 7 Workout	#4
9	Week 8 Workout		Week 8 Workout	#4
10	Week 9 Workout		Week 9 Workout	#4
11	Week 10 Workout		Week 10 Workout	#4
12	Week 11 Workout		Week 11 Workout	#4
13	Week 12 Workout		Week 12 Workout	#4
14	Week 13 Workout		Week 13 Workout	#4
15	Week 14 Workout		Week 14 Workout	#4
16	Week 15 Workout		Week 15 Workout FINAL EXAM	#5

Completing Assignments

All assignments for this course will be submitted electronically through Learning Hub unless otherwise instructed. Assignments and exams must be completed **within 180 days** of course registration date. This timeframe is subject to change depending on deadlines set by your home institution.

Part 4: Grading Policy**Graded Course Activities**

Percent %	Description
20	FITT Project
15	ACE Article Write Ups
35	Activity Logs
20	Videos
10	Final Exam
100	Total Percent Possible

Viewing Grades in Learning Hub

- Click into the course.
- Click on the **Grades** link in the Settings Box to the left of the main course page.

Letter Grade Assignment

Letter Grade	Percentage
A	93-100%
A-	90-92%
B+	88-89%
B	83-87%
B-	80-82%
C+	78-79%
C	73-77%
C-	70-72%
D	60-69%
F	0-59%

Part 5: Course Policies

Withdrawal and Incomplete Policies

The current withdrawal policy can be found online at <http://www.andrews.edu/distance/students/withdrawal.html>. The incomplete policy is found online at <http://www.andrews.edu/web/bsc/moodle/public/incompletes.html>.

Maintain Professional Conduct Both in the Classroom and Online

The classroom is a professional environment where academic debate and learning take place. Your instructor will make every effort to make this environment safe for you to share your opinions, ideas, and beliefs. In return, you are expected to respect the opinions, ideas, and beliefs of other students—both in the face-to-face classroom and online communication. Students have the right and privilege to learn in the class, free from harassment and disruption.

Academic Accommodations

Students who require accommodations may request an academic adjustment as follows:

1. Read the Andrews University Disability Accommodation information at <https://www.andrews.edu/services/sscenter/disability/>
2. Download and fill in the disability form at <http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf>. Preferably type answers. To save a digital copy, 1) print to file and save or 2) print and scan. Email the completed form and disability documentation (if any) to success@andrews.edu or fax it to 269-471-8407.
3. Email sdestudents@andrews.edu to inform the School of Distance Education that a disability has been reported to Student Success.

Commitment to Integrity

As a student in this course, and at the university, you are expected to maintain high degrees of professionalism, commitment to active learning, participation in this course, and integrity in your behavior in and out of this online classroom.

Honesty

Using the work of another student or allowing work to be used by another student jeopardizes not only the teacher-student relationship but also the student's academic standing. Lessons may be discussed with other students, tutors may help to guide a student's work, and textbooks, encyclopedias and other resource materials may be used for additional assistance, but the actual response must be the student's own work.

Exams must be completed in the presence of an approved supervisor without the assistance of books, notes, devices or outside help unless otherwise specified in the exam directions. The student should have no access to the exam either before or after it is taken. A student who gives information to another student to be used in a dishonest way is equally guilty of dishonesty.

Any violation of this policy will be taken before the Higher Education Academic and Curriculum Committee for appropriate punitive action.