

University of North Texas – G. Brint Ryan College of Business



MGMT 4180 Workplace Health and Safety

Spring 2026 Syllabus: January 12 – May 8, 2026

Section 401: 100% online via Canvas

Instructor Contact

Name: Professor Welch, Department of Management Principal Lecturer

Office Location: 358A - Business Leadership Building - Denton Campus

Phone Number: 940-565-4766 – Office

Office Hours: Tuesdays 10:30 am – 12:15 pm and 2:00 – 2:30 pm (On Campus – BLB 358A)

*Other times available by appointment in-person or via Zoom (See Canvas for more information)

*During finals week – no office hours, by appointment only

Email: Erin.Welch@unt.edu

Please put MGMT 4180 in the Subject Line

Communication Expectations: Emails are checked on a regular basis, Monday through Friday. However, there may be times when it could take me up to 24 hours to respond, especially on weekends. If you do not receive a reply from me within 24 hours, please call me and/or resend your email, as something may have happened to your email. I will inform you if I am unable to respond due to travel, illness, or other reasons.

Course Description

MGMT 4180 Workplace Health and Safety (3 credit hours) is a senior-level course. It prepares students to establish safe and healthy work practices on the job. We will review roles and professional certifications for safety and health professionals, including workers' compensation, accident investigation and reporting, product safety and liability, ergonomic hazards, stress and safety, safety and health training, violence in the workplace, risk management, and occupational safety and health (OSHA) compliance. Students will be given the opportunity to develop and demonstrate their understanding and managerial awareness of the prevention, diagnosis, and evaluation of safety and health hazards, as well as safety programs.

Course Structure

This course is offered 100% online via [Canvas](https://canvas.unt.edu) (unt.instructure.com). You will need your EUID and AMS password—the same credentials you use to log in at your [Student Portal at UNT](https://my.unt.edu) (my.unt.edu). If you don't know your password or are having trouble logging in, a link is available on the page to [reset your AMS password](https://ams.unt.edu) (ams.unt.edu).

The course is asynchronous, meaning there are no assigned meeting times. Although the structure provides flexibility, please note that the course is not self-paced. It has a set schedule of weekly assignments and deadlines that must be met. Additionally, it has a standardized process that must be followed, with scheduled times and defined availability windows for taking exams. Please don't hesitate to reach out via email with any questions. We can also schedule a Zoom meeting if needed.

Lessons in the course will be conducted using the textbook, recorded lectures, guest speakers, articles, and other supporting material. Recognize that supporting materials/articles are simply a record of issues that have been faced by HR professionals. It is not to be construed as portraying either correct or incorrect behaviors. Instead, these articles/cases contain the facts, opinions, and prejudices upon which workplace safety strategies and decisions have been made. As such, they will provide the basis for an in-depth examination of concepts. For this method of instruction to work effectively, you must read and analyze all assigned material.

Dropping the Course

Please note that April 10th is the last day for a student to drop a course with the instructor's consent. If you decide to drop by the deadline, you will receive a W, which doesn't impact your GPA. If you have any questions regarding your grade, please do not hesitate to contact me via email.

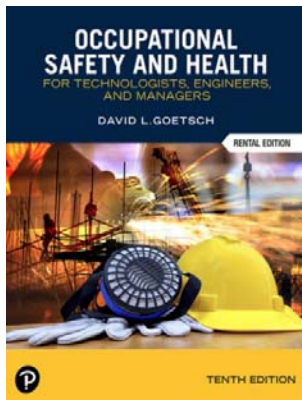
To drop the course, complete the Drop Consent Form and submit it to the Registrar. More information about the drop process can be found by visiting the [UNT Registrar Website](http://registrar.unt.edu) (registrar.unt.edu)

Course Objectives

The course prepares students to enter industry aware of workplace safety and health issues. The intensive review of functional disciplines related to workplace safety, employee wellness, and hazard analysis is the primary focus of this senior-level HR class. After completing the course, students will be able to:

- CO-1. Describe key developments relating to the workplace health and safety movement.
- CO-2. Identify the costs of workplace accidents and various roles in the modern workplace safety and health team.
- CO-3. Explain OSHA's mission, purpose, record-keeping requirements, and compliance enforcement methods.
- CO-4. Discuss the basic tenets of workers' compensation and how to handle employee injuries through workers' compensation.
- CO-5. Outline the accident investigation process and proper documentation of employee injuries.
- CO-6. Analyze tools for developing a product and general liability safety program to prevent workplace accidents.
- CO-7. List the common indicators of ergonomic problems and several problem-solving strategies for ergonomic hazards.
- CO-8. Define the concept of workplace stress and identify effective stress-reduction strategies for employees.
- CO-9. Recognize the legal considerations relating to workplace violence and the strategies for reducing the risk of workplace violence.
- CO-10. Distinguish the most common causes of falls in the workplace, basic elements of a slip-and-fall prevention program, impact/acceleration hazards, and key concepts associated with personal protective equipment (PPE).
- CO-11. Demonstrate how to recognize, prevent, and control workplace hazards through risk assessment and how to build a safety culture and program.

Required Materials



Goetsch. (2022). *Occupational Safety and Health for Technologists, Engineers, and Managers*. (10th Ed). Pearson.

The UNT Bookstore offers the book in various formats for rent or purchase (digital or hard copy). The [publisher](https://www.pearson.com/en-us/subject-catalog/p/occupational-safety-and-health-for-technologists-engineers-and-managers/P200000009687/9780137988907) (https://www.pearson.com/en-us/subject-catalog/p/occupational-safety-and-health-for-technologists-engineers-and-managers/P200000009687/9780137988907) also offers these options. In addition, the publisher (Pearson) offers a digital subscription at a low monthly cost for a 4-month term.

If you are purchasing online from another source, please ensure that you buy from a reliable one.

Additional material will be distributed in Canvas.

To fully participate in this class, students will need reliable internet access to reference content on the Canvas Learning Management System and a computer with speakers, webcam, and Microsoft Office (Word, Excel, PowerPoint). If you are new to Canvas, please visit [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (https://clear.unt.edu/supported-technologies/canvas/requirements) for more information on Canvas app and browser compatibility.

Eagle Connect / Canvas

All students should activate and regularly check their **EagleConnect (email) account**. EagleConnect is used for official communication from the University to students. For information about EagleConnect, including how to activate an account and how to have EagleConnect forwarded to another email address, visit [Eagle Connect](https://it.unt.edu/eagleconnect) (https://it.unt.edu/eagleconnect)

To access the course in Canvas:

- Go to [Canvas](https://canvas.unt.edu) (https://canvas.unt.edu)
- Login using your EUID and Password
- Click on “MGMT 4180” from your list of courses

Getting Help with Technology Issues

Here at UNT, we have a Student Help Desk that you can contact for help with your EagleConnect email, Canvas, or other technology issues.

NOTE: Be sure to ask for a ticket number and then email it to me along with the report from the help desk. Without a ticket number, I am unable to follow up on the technical issue.

Technical difficulties will be resolved as they arise (do not wait to report them). The University computer techs can determine exactly what has taken place and will advise me of the outcome. I will decide on how to resolve the technical issue based on their advice, University policy, and my experience.

Help Desk: [Helpdesk Website](https://aits.unt.edu/support/) (https://aits.unt.edu/support/)

Tour of IT Services at UNT: [Tour of IT Services Website](https://it.unt.edu/techtour) (https://it.unt.edu/techtour)

Email: helpdesk@unt.edu

Phone: 940-565-2324

Canvas Announcements

I will share quick news and course updates with the class using Announcements in Canvas. Announcements can be accessed via the left-hand navigation menu. **Please check Announcements on a regular basis throughout the semester.**

Course-Related E-Mail Messages

Please consider the following example of an appropriate email to send to a professor:

To: Erin.Welch@unt.edu
From: Good.Student@my.unt.edu
Title: MGMT 4180 Question about Safety Talk Presentation

Professor Welch,

Hope you are doing well. How many references are required for the Safety Talk Presentation?

Thanks,
Good Student

Please keep in mind that my name is Professor Welch and not “Hey Prof” or “Yo Momma”. Be professional.

Teaching Philosophy

My goal is to provide a high level of customer service. If you need assistance with anything related to this course, you should email me at Erin.Welch@unt.edu, and we can schedule an appointment if needed.

As you review the material, I ask that you consider how it applies to your career and think about how you can contribute to promoting workplace safety. As your professor, I will guide you toward self-discovery, the acquisition, and application of knowledge, as well as creative problem-solving. All readings, assessments, assignments, etc., are structured in a way to maximize your potential, challenge you to explore new horizons, and make you more marketable in the workplace. You will not be successful if you simply memorize facts/definitions/practice questions; you must be able to apply concepts to real-life workplace health and safety situations. **Keeping me informed of your progress and any issues that may arise is critical.** The University of North Texas has many resources available to ensure you are making appropriate progress toward the attainment of your educational and personal goals. You are not alone.

Inclusive Learning Environment

As members of the UNT community, we have all made a commitment to being part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation, so we will work as a class to collaborate in ways that encourage inclusivity. If you have any concerns, please contact me.

Attendance

The online version of this class has no scheduled meeting times; however, please check Canvas at least twice a week to stay up to date on new announcements and ensure you are current on assignments and assessments. It's essential to stay on top of the course schedule/assignment deadlines, allowing yourself sufficient time to complete assignments.

All of you are at the age where life happens and may require time away from class. If you are unable to attend class due to a university-approved absence or an emergency, please notify me. Your safety and well-being are of the utmost importance to me. The [UNT Policy on Student Attendance and Authorized Absences](https://policy.unt.edu/sites/default/files/06.039_StudAttandAuthAbsence.Pub2_.19.pdf) (https://policy.unt.edu/sites/default/files/06.039_StudAttandAuthAbsence.Pub2_.19.pdf) provides more information regarding authorized absences.

Participation and Online Class Conduct

Honing your professional skills is part of the university experience. **Professionalism** means being engaged in the learning experience.

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior may be referred to the Dean of Students for consideration of whether the student's conduct has violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums. Visit UNT's [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (<https://deanofstudents.unt.edu/conduct>) to learn more.

Rules of engagement refer to the manner in which students are expected to interact with one another and with their instructors online. Here are some general guidelines:

- Treat your instructor and classmates with respect in email or any other communication.
- Remember that all college-level communication should have correct spelling and grammar.
- Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you."
- Use standard fonts such as Arial, Calibri, or Times New Roman and use a size 10- or 12-point font.
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and others).

Course Requirements

Grading Breakdown/Assessing Your Performance

Assignment	Points Possible
Syllabus Quiz	5 points
Student Introduction via Discussion Board	5 points
Individual Safety Exercises (3 at 10 points each)	30 points
Guest Speaker Observation Reports (3 at 8 points each)	24 points
Individual Safety Talk Presentation	50 points
Chapter Quizzes (12 at 3 points each)	36 points
Exams (3 at 100 points each)	300 points
Total Points Possible	450 points

Final Letter Grade = Total Points Earned

A = 405-450 points

B = 360-404.9 points

C = 315-359.9 points

D = 270-314.9 points

F = 0-269.9 points

NOTES:

- As the instructor, I reserve the right to curve exam grades if deemed appropriate after analyzing the results.
- Please try from the first day of class and do your best on all assigned items. It's important to earn as many points as possible.
- Final grades will be calculated based on total points earned.
- The Department of Management has high standards for its junior and senior level courses that will be enforced by holding you accountable for mastering the material.

Requests for Alternative Testing Times/Assignment Deadlines

Requests for alternative testing times or assignment deadlines should be made **prior** to the deadline and only for excused absences/family emergencies, as per the attendance policy. Final exams can be rescheduled if you have two or more on the same day, but you must provide your class schedule as documentation when requesting an alternative testing time.

Sundown Rule

NOTE: You have one (1) week (from the date the grade is released) to inquire about your grade on any assessment or assignment. The exception to this is the last round of assignments, the last exam, and your Final Letter Grade, when inquiries need to be addressed as soon as possible before I submit grades to the Registrar. The purpose is to resolve any issues during the term, rather than wait until the last week. Check your grades!

Event Timing

All times stated in the course will conform to **US Central Standard Time (CST)** and Texas state daylight saving time adjustments.

GenAI Use

In this course, you are encouraged to use Generative AI (GenAI) tools such as ChatGPT and others to support your learning and development skills for a GenAI-oriented workforce (**GenAI use is not permitted when taking quizzes or exams**). This use will help us stay technically proficient and ethically grounded. However, GenAI should complement, not replace, our course materials. If anything seems unclear, please don't hesitate to reach out. I use GenAI to enhance materials and streamline tasks. I will always disclose how I use GenAI and expect the same from you. In line with the UNT Honor Code, all the work you submit must be your own. Using GenAI tools without proper attribution or relying on them to complete assignments violates academic integrity and will be addressed in accordance with university policy.

Course Evaluation

This semester, UNT will administer course evaluations online, known as the "SPOT" (Student Evaluation of Teaching). The evaluations are used to evaluate faculty's performance and provide guidance on what can be improved and what you like about the course.

These are very important to me, as you are the reason I'm here. I truly value your feedback and appreciate you taking the time to complete the evaluations, which will be administered at the end of the semester. You will be notified on Canvas and via your UNT email once the evaluations open.

Course Policies and Assignment Information

Assignment Policy

Students are required to log into Canvas to check announcements, grades, and assignments. Additional information will be provided in class.

NOTE: For specific due dates and exam times, please see the Course Schedule towards the end of this syllabus.

Please note that Canvas relies heavily on electronic technologies for online courses, and technology is not 100% reliable. It is each student's responsibility to take exams in a location with a reliable computer and internet connection.

Syllabus Quiz

IMPORTANT: Available in Canvas under the Introductory Assignments Canvas Module. Webcam and Browser Required for the Syllabus Quiz, which allows you to test your system before taking an Exam. Chapter Quizzes don't require Webcam or LockDown Browser.

Each student will complete an online syllabus quiz by the due date in the Course Schedule at the end of this document. The syllabus quiz will familiarize you with taking an online assessment within Canvas and ensure that you understand the respective course and university policies. There are 5 multiple-choice and true/false questions (worth 1 point each), and you have 10 minutes to complete the quiz. Scores show up instantaneously.

Student Introductions via the Discussion Board

IMPORTANT: Available in Canvas under the Introductory Assignment Canvas Module.

To kick off the semester, all students will introduce themselves in a Discussion Board Assignment. The Discussion requires you to post an Original Response to each of my questions and to reply to at least one 1 of your classmates. Use the discussion board as a tool for connecting with classmates. 5 maximum possible points. Please allow a few days for points to be posted.

Individual Safety Exercises

IMPORTANT: Available in the corresponding Canvas Module.

Students will complete individual safety exercises as instructed in Canvas. Exercises encourage students to identify and control hazards as a safety partner. Each exercise is worth 10 points (see the rubric in Canvas). Please allow a few days for points to be posted.

Guest Speaker Observation Reports

IMPORTANT: Available in the corresponding Canvas Module.

We will have three industry presentations/guest speakers on course topics throughout the semester. Students must watch the presentations. For each presentation, students will submit their observations (more information in Canvas). Additionally, be prepared to see exam questions based on the presentations. Each short written assignment will be worth 8 points (see the rubric in Canvas). Please allow a few days for points to be posted.

Individual Safety Talk Presentation

IMPORTANT: Available in its own Canvas Module.

To apply the concepts learned throughout the course, this assignment will require a safety talk presentation on how to identify and control a workplace safety hazard that impacts an organization. A detailed description of the project, including deliverables and due dates, will be provided in Canvas as the project progresses. 50 maximum possible points. Please allow one week for the assignment to be graded.

Chapter Quiz Policy

IMPORTANT: Available in the corresponding Canvas Chapter Module.

You will have 12-chapter quizzes throughout the course term. No Chapter Quiz Grades will be dropped. Each quiz consists of 3 multiple-choice or true/false questions that you must answer within 6 minutes. Keep in mind that this is not representative of the exams – the exams are timed and designed to quickly test your knowledge with 50 questions in 60 minutes. You only have 1 shot for each quiz.

Each quiz is worth a total of 3 points (1 point per question). Three points may not seem like a lot, but the points go a long way towards your final letter grade in the course, so be sure to complete the chapter quizzes by the assigned due date in the course schedule. Complete the quizzes as you work through each corresponding lesson. Scores show up instantaneously. You do not need the LockDown Browser or Webcam for Chapter Quizzes.

Examination Policy for EXAMS 1-3

IMPORTANT: All three exams are mandatory. LockDown Browser and Webcam Required. They are available at the end of each major module in Canvas – for example, Exam 1 is at the end of the Part 1 Module. Before you

take the exam, be sure to read the Exam 1 Information Page towards the end of the Part 1 Module. There is an information page for each exam.

Exams will be offered online via Canvas. For exam dates, please visit the course schedule.

Exams will be administered over the assigned material. Each exam is the same format. You will have one opportunity to take the exam in Canvas. Each exam will have 50 multiple-choice and true/false questions, and once you access the exam, you will have 60 minutes to complete each exam. (50 questions at 2 points each = 100 possible points on each exam)

Each student will be required to access and take the exam using a Webcam and the LockDown Browser software, which is available through the university. [Download LockDown Browser](https://download.respondus.com/lockdown/download.php?id=165715487#1) (<https://download.respondus.com/lockdown/download.php?id=165715487#1>) and please confirm you have the most current version.

Exams require preparation, critical thinking, and careful reading! You must know the material to do well. Please note that the exam locks in Canvas at the designated closing time.

Students must take the exam using a dependable internet connection. If you experience technical issues, contact the help desk immediately and then forward the ticket/documentation to Erin.Welch@unt.edu. Do not wait to report technical difficulties. Without a ticket number, I am unable to follow up on the technical issue. After receiving the ticket number, I will decide on how to resolve the technical issue based on the help desk report, University policy, and my experience.

You will not be able to view your exam score until I have completed a post-exam analysis. I will send an announcement via Canvas once scores have been released (usually within 48 hours after the exam closes). After I send the announcement that scores have been released, you will be able to view your scores in Canvas, but exams will not be released electronically. To review your exam results, please schedule an appointment with me.

Study guides are not provided in my junior or senior-level courses. To do well on the exams, you must read and analyze the assigned material. Pay special attention to lectures. The material covered in the lecture will be tested, and during the lecture, I will provide hints on what will appear on the test. Give yourself time to review the material. Start preparing in advance for the exam. Starting the day before is not studying, that is, cramming! Give yourself a fair shot!

IMPORTANT: Academic Integrity -- Usage of cell phones, iPhones, cameras, artificial intelligence, or ANY other electronic device is NOT allowed during a test. Talking to other students, soliciting or giving help is NOT allowed. Copying, photographing, or disseminating the questions in any form is prohibited. Remember, exam questions are randomized. You will not see the same questions in the same order as your classmates. You should not discuss exam questions with classmates.

Syllabus Change Policy

This syllabus is subject to change. Whenever a modification is made, I will post an announcement on Canvas to inform you.

Intellectual Property

State common law and federal copyright law protect my posted web material. It is my own original work. Whereas you are authorized to take notes, thereby creating a derivative work from my material, the authorization extends only to making one set of notes for your own personal use and no other use. You are not authorized to make any commercial use of your notes without my prior permission. Moreover, I will not use your work without your permission.

Emergency Evacuation Procedures for Business Leadership Building

Severe Weather: In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 077, 090, and the restrooms on the basement level. In rooms 170, 155, and the restrooms on the first floor.

Bomb Threat/Fire: In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of your department or unit to let them know you are safe and inform them of your whereabouts. People with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All building occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

UNT Policies

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to, cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

The term “cheating” includes, but is not limited to, (1) use of any unauthorized assistance in taking quizzes, tests or examinations including e-mail messages, on-line chat tools, Group-Me Chats, artificial intelligence; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a faculty member or staff of the university; (4) dual submission of a paper, discussion post, or project, or resubmission of a paper or project to a different class without express permission from the instructor; or (5) any other act designed to give a student an unfair advantage on an academic assignment.

The term “plagiarism” includes, but is not limited to, the use, by paragraph or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Instructors have primary responsibility for academic assessment. In instances of academic dishonesty, instructors may impose an educational assignment if it is determined that the student did not intend to harm another or gain an advantage. A finding by an instructor that academic dishonesty occurred may be considered grounds for more serious academic penalties, up to and including failure in the course. Instructors will report all instances of academic dishonesty to the Academic Integrity Database.

This policy is intended to protect the honest student from unfair competition with unscrupulous individuals who might attempt to gain an advantage through cheating. [Student Academic Integrity Policy](https://policy.unt.edu/policy/06-003) (<https://policy.unt.edu/policy/06-003>).

Please review the Academic Integrity pages in the Getting Started Module (in Canvas), including the Ryan College of Business (RCoB) Statement on Academic Honesty.

ADA Policy

UNT makes reasonable academic accommodations for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time; however,

ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class (for online classes, please send me an email to request a meeting or we may be able to handle via email). For additional information see the [ODA website](https://disability.unt.edu/) (<https://disability.unt.edu/>).

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records, including exams, answer sheets, and written papers, submitted during the course are retained for at least one calendar year after completion. Coursework completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual records; however, information about students' records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy, the Family Educational Rights and Privacy Act (FERPA) laws, and the University's policy. Refer to UNT Policy 10.10, Records Management and Retention, for additional information.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination based on sex and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist students who have been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other available resources both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students' Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565- 2759.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See [UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses](https://policy.unt.edu/policy/07-002) (<https://policy.unt.edu/policy/07-002>).

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](http://www.ecfr.gov/) (<http://www.ecfr.gov/>). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study

requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An online or distance education course is a course that is offered principally through the use of television, audio, or computer transmission, including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no online or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experiences integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

- (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
- (2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Course Schedule MGMT 4180.401: Workplace Health and Safety INET

Week	Date	Topic	Reading/Assignment
Week 1	Jan. 12	<ul style="list-style-type: none"> ▪ Welcome Video ▪ Course Introduction and Syllabus ▪ CH 1: Safety and Health Movement, Then and Now ▪ Student Introductions <p>Save The Date: Thursday, January 22nd, UNT SHRM Open Meeting, 5-6 pm (room to be announced)</p>	<ul style="list-style-type: none"> ▪ Watch the Welcome Video ▪ Read the Syllabus and Rent/Purchase Textbook ▪ Review the Getting Started and Introduction Modules in Canvas ▪ Review the CH 1 Canvas Page ▪ Read Text: CH 1 (portions covered in lecture) ▪ Work on Student Intro Discussion ▪ The following assignments are DUE by 11:59 PM, Sunday, January 18th: <ul style="list-style-type: none"> ▪ Syllabus Quiz ▪ CH 1 Quiz
Week 2	Jan. 19	<ul style="list-style-type: none"> ▪ CH 2: Accidents and Their Effects ▪ CH 4: Safety Roles (skip CH 3) ▪ Student Introductions ▪ Individual Safety Exercise #1 <p>Note: Martin Luther King Jr. Holiday, Monday, January 19th – No Classes</p>	<ul style="list-style-type: none"> ▪ Review the CH 2 Canvas Page ▪ Read Text: CH 2 ▪ Review the CH 4 Canvas Page ▪ Read Text: CH 4 ▪ Finish Student Intro Discussion ▪ Complete Individual Safety Exercise #1 ▪ The following assignments are DUE by 11:59 PM, Sunday, January 25th: <ul style="list-style-type: none"> ▪ Student Introductions via Discussion Board ▪ CH 2 Quiz ▪ CH 4 Quiz ▪ Individual Safety Exercise #1
Week 3	Jan. 26	<ul style="list-style-type: none"> ▪ CH 6: The Occupational Safety and Health Act – OSHA Standards (skip CH 5) ▪ Guest Speaker Presentation #1 	<ul style="list-style-type: none"> ▪ Review the CH 6 Canvas Page ▪ Read Text: CH 6 ▪ Watch Guest Speaker Presentation #1 and Complete the Observations Report ▪ The following assignments are DUE by 11:59 PM, Sunday, February 1st: <ul style="list-style-type: none"> ▪ CH 6 Quiz ▪ Guest Speaker Observations Report #1 <p><i>Note: Prepare for Exam #1 (opens Sunday at 3 pm)</i></p>
Week 4	Feb. 2	<p>IMPORTANT: Exam #1 (Material from Chapters 1, 2, 4, and 6; Guest Speaker 1)</p> <p>Note: For exams, focus on the lecture material and review supporting articles/videos in Canvas including the Industry Presentation. Lockdown Browser and Webcam required for Exams. Read the Exam 1 Information Page on Canvas before taking Exam 1.</p>	<p>Exam #1: Available via Canvas from 3:00 PM, Sunday, February 1st until 11:59 PM, Monday, February 2nd.</p> <p>Once you access Exam #1, you will have 60 mins to complete 50 multiple-choice and true/false questions. The exam will lock at 11:59 PM.</p> <p>Scores will be released along with Exam 1 feedback via an announcement within 48 hours after the exam closes.</p>

Week 5	Feb. 9	<ul style="list-style-type: none"> ▪ CH 7: Workers' Compensation ▪ CH 8: Accident Investigation 	<ul style="list-style-type: none"> ▪ Review the CH 7 Canvas Page ▪ Read Text: CH 7 ▪ Review the CH 8 Canvas Page ▪ Read Text: CH 8 ▪ The following assignments are DUE by 11:59 PM, Sunday, February 15th: <ul style="list-style-type: none"> ▪ CH 7 Quiz ▪ CH 8 Quiz
Week 6	Feb. 16	<ul style="list-style-type: none"> ▪ CH 9: General Liability and Product Liability ▪ Individual Safety Exercise #2 <p>Save the Date: Tuesday, February 17, HR Networking Event, 4-6 pm, room to be announced.</p>	<ul style="list-style-type: none"> ▪ Review the CH 9 Canvas Page ▪ Read Text: CH 9 ▪ Complete Individual Safety Exercise #2 ▪ The following assignments are DUE by 11:59 PM, Sunday, February 22nd: <ul style="list-style-type: none"> ▪ CH 9 Quiz ▪ Individual Safety Exercise #2
Week 7	Feb. 23	<ul style="list-style-type: none"> ▪ CH 10: Ergonomic Hazards ▪ Guest Speaker Presentation #2 	<ul style="list-style-type: none"> ▪ Review the CH 10 Canvas Page ▪ Read Text: CH 10 ▪ Watch Guest Speaker #2 and Complete Observations Report ▪ The following assignments are DUE by 11:59 PM, Sunday, March 1st: <ul style="list-style-type: none"> ▪ CH 10 Quiz ▪ Guest Speaker Observations Report #2 <p><i>Note: Prepare for Exam #2 (opens Sunday at 3pm)</i></p>
Week 8	March 2	<p>IMPORTANT: Exam #2 (Material from Chapters 7-10 and Guest Speaker 2)</p> <p>Note: For exams, focus on the lecture material and review supporting articles/videos in Canvas including the Industry Presentation. Lock Down Browser and Webcam required on Exams. Read Exam 2 Information Page in Canvas before taking Exam 2.</p>	<p>Exam #2: Available via Canvas from 3:00 PM, Sunday, March 1st until 11:59 PM, Monday, March 2nd.</p> <p>Once you access Exam #2, you will have 60 mins to complete 50 multiple-choice and true/false questions. The exam will lock at 11:59 PM. Scores will be released along with Exam 2 feedback via an announcement within 48 hours after the exam closes.</p>
Week 9	March 9	<ul style="list-style-type: none"> ▪ Spring Break!!! <p>Note: Spring Break, March 9-15th, No Classes</p>	<ul style="list-style-type: none"> ▪ No Assignments. Enjoy the break!!!
Week 10	March 16	<ul style="list-style-type: none"> ▪ CH 11: Stress and Safety 	<ul style="list-style-type: none"> ▪ Review the CH 11 Canvas Page ▪ Read Text: CH 11 ▪ The following assignment is DUE by 11:59 PM, Sunday, March 22nd: <ul style="list-style-type: none"> ▪ CH 11 Quiz

Week 11	March 23	<ul style="list-style-type: none"> ▪ CH 13: Workplace Violence ▪ Individual Safety Exercise #3 	<ul style="list-style-type: none"> ▪ Review the CH 13 Canvas Page ▪ Read Text: CH 13 ▪ Complete Individual Safety Exercise #3 ▪ The following assignments are DUE by 11:59 PM, Sunday, March 29th: <ul style="list-style-type: none"> ▪ CH 13 Quiz ▪ Individual Safety Exercise #3
Week 12	March 30	<ul style="list-style-type: none"> ▪ Individual Safety Talk Presentation Brainstorming and Research (See Project Module for more information) 	<ul style="list-style-type: none"> ▪ Start brainstorming and researching your safety talk presentation. ▪ No homework assignments to submit
Week 13	April 6	<ul style="list-style-type: none"> ▪ Individual Safety Talk Presentation – Finish Slides, Record Presentation, and Upload to Canvas (See Project Module for more information) <p><i>NOTE: If you need to DROP this course, you MUST do so by April 10th. Please visit the UNT Registrar website for instructions on how to drop. If you have any questions about your grade, please don't hesitate to contact me via email.</i></p>	<ul style="list-style-type: none"> ▪ Finalize Safety Talk Slides, Record Presentation, and Upload to Canvas ▪ The following assignment is DUE by 11:59 PM, Sunday, April 12th: <ul style="list-style-type: none"> ▪ Individual Safety Training Presentation
Week 14	April 13	<ul style="list-style-type: none"> ▪ Guest Speaker Presentation #3 	<ul style="list-style-type: none"> ▪ Watch Guest Speaker Presentation #3 and Complete Observations Report ▪ The following assignment is DUE by 11:59 PM, Sunday, April 19th: <ul style="list-style-type: none"> ▪ Guest Speaker Observations Report #3
Week 15	April 20	<ul style="list-style-type: none"> ▪ CH 15: Falls, Impact and Acceleration Hazards, and PPE 	<ul style="list-style-type: none"> ▪ Review the CH 15 Canvas Page ▪ Read Text: CH 15 ▪ The following assignment is DUE by 11:59 PM, Sunday, April 26th: <ul style="list-style-type: none"> ▪ CH 15 Quiz
Week 16	April 27	<ul style="list-style-type: none"> ▪ CH 27: Hazard Analysis and Safety Management 	<ul style="list-style-type: none"> ▪ Review the CH 27 Canvas Page ▪ Read Text: CH 27 ▪ The following assignment is DUE by 11:59 PM, Sunday, May 3rd: <ul style="list-style-type: none"> ▪ CH 27 Quiz <p><i>Note: Prepare for Exam #3 (opens Sunday at 3 pm)</i></p>

Week 17	May 4	<p>IMPORTANT: Exam #3 (Material from Chapters 11, 13, 15, and 27; and Guest Speaker Presentation 3)</p> <p>Note: For exams, focus on the lecture material and review supporting articles/videos in Canvas including the Industry Presentation. Lockdown Browser and Webcam required for Exams. Read Exam 3 Information Page in Canvas before taking Exam 3.</p>	<p>Exam #3: Available via Canvas from 3:00 PM, Sunday, May 3rd until 11:59 PM, Monday, May 4th.</p> <p>Once you access Exam #3, you will have 60 mins to complete 50 multiple-choice and true/false questions. It is the same format as previous exams (not a cumulative final). The exam will lock at 11:59 PM.</p> <p>Good luck with your final exams!</p>
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Spring 2026 Important Dates Per the UNT Registrar

- **January 12, Monday:** Classes Begin
- **January 19, Monday:** Martin Luther King Jr. Holiday, No Classes
- **January 22, Thursday:** First UNT SHRM Meeting for anyone interested in HR, 5-6 PM. Location to be announced. I encourage you to explore student organizations that align with your major/career interests.
- **February 17, Tuesday:** HR Networking Event, Location to be announced, 4-6 PM. Bring your resume and network with employers hiring for HR Internships and Jobs. Watch the Career Center Calendar of Events for other career fairs and networking events.
- **March 9-15, Monday-Sunday:** Spring Break, No Classes
- **April 10, Friday:** Last day to drop a class with a W
- **May 1, Friday:** Reading Day, No Classes
- **May 4-8, Monday through Friday:** Finals week. [Final Exam Schedule](https://registrar.unt.edu/exams/final-exam-schedule) (https://registrar.unt.edu/exams/final-exam-schedule)
- **For those graduating, remember to apply for graduation – [Apply for Graduation](https://registrar.unt.edu/apply-graduate)** (https://registrar.unt.edu/apply-graduate)