# Text  Description automatically generatedTuesday and Thursday 11:00-12:20 pmMatthews 312

# Clinical Methods-Audiology and Speech-Language Pathology II / ASLP 4060

## Instructor Information

**Raedeen Wingate**, raedeen.wingate@unt.edu, 940-369-7414

**Office Location**: ASLP Room 269

**Office Hours**: Tuesday 12:30-1:00, Thursday 10:30-11:00, or by appt only. To schedule appointments, email works best as I can make these at various times as my schedule allows. Office hours (in person and via zoom) offer you an opportunity to ask for clarification or find support with understanding class material. I encourage you to contact me and/or my TA (Teaching Assistant) for support. Your success is our goal!!!

**Teaching Assistant:** Sophia Giacchino

### Course Description, Structure, and Objectives

*This course will have a “blended” delivery: it is a mix of face-to-face lectures and discussions; audio-visual presentation/videos; and hands-on, self-managed learning. A major component of this course is experiential learning where you will be leading the learning, and the professor serves as a facilitator.* This course provides opportunities to learn **advanced principles and procedures of clinical skills** necessary for the practice of speech-language pathology and audiology through guided observation and discussion of actual clinical service delivery to individuals with speech, language, and hearing disorders with emphasis on **integration and application** of knowledge from previous ASLP courses.

Students will watch recordings of actual therapy sessions to observe evaluation and therapy techniques. Observation videos will include both speech-language pathology and audiology sessions. In addition, this course builds on college-level writing skills and emphasizes beginning clinical report writing skills (organization of written material, grammar, punctuation, sentence/paragraph formation, and vocabulary). Students will be expected to demonstrate the ability to observe and discuss clinical skills; and to correlate the therapeutic methods and techniques they see in the videos with previous material they have learned in prerequisite classes. They will be expected to verbalize and write about correlations of the observed activities with theories and processes of human communication.

**Course Objectives:**

At the conclusion of the course the student will be able to:

* Show an understanding and integration of theory and basic clinical skills necessary for speech-language pathology and audiology.
* Describe how a professional’s clinical skills affect the outcome of service delivery through analysis of video-taped clinical situations.
* Understand the different speech pathology and audiology clinical skills required in service delivery to adults and children.
* Describe the requirements of professional clinical documentation.
* Demonstrate beginning professional documentation skills through completion of written observation reports and clinical application tasks.

**Course Prerequisites**

ASLP 3010: Clinical Methods I

ASLP 3030: Speech and Hearing Science

## Required/Recommended Materials

**No textbook is required for this class, but ALL students will be required to register with Master Clinician.** The fee for one year is $54. The fee will cover the videos shown in this class and may be used in other ASLP classes. To register, each student must go to [www.masterclinician.org](http://www.masterclinician.org) to sign up.

## How to Succeed in this Course

·       Show Up
·       Find Support
·       Take Control
·       Be Prepared
·       Get Involved
·       Be Persistent

For further assistance, refer to [www.succeed.unt.edu](http://www.succeed.unt.edu/).

**ADA accommodation statement:**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](https://studentaffairs.unt.edu/office-disability-access) website (http://www.unt.edu/oda). You may also contact ODA by phone at (940) 565-4323.

### Communication Expectations

For questions on any assignments, due dates etc., please email Ms. Wingate and the TA of the course. For personal questions or concerns, email Ms. Wingate directly (**do not** use Canvas). Students should receive a response to either mode of communication within 24 hours.

## Supporting Your Success and Creating an Inclusive Learning Environment

### As members of the UNT community, we have all made a commitment to be 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. UNT’s full Non-Discrimination Policy can be found on the UNT Policies section under the “Getting Started” module on Canvas.

## Assessing Your Work

Include the grading scale (A-F) along with the point totals and/or percentages you will use to calculate the final grade. A numeric example of a grading scale might be:

A = 621-690

B = 552-620

C = 483-551

D = 414-482

F = 413 or less

Grades will be posted throughout the semester on Canvas. When grades are posted, a grade of 0 will be recorded if your work was not received or submitted incorrectly. Please report **via email** any discrepancy to Ms.. Wingate and her TA within 3 **days after posting**. Grades **will not change** after that time as it will be assumed that you agree with your grade.

**Grading:**

All assignments and tests are assigned a point value. Your grade is determined by the total number of points you have earned during the semester divided by the **total number of points: 690**. Do not calculate a %, count your points. Course grades will be based on the cumulative points from:

* 4 General Assignments: 2 @10 pts, 1 @25 pts, 1 @30 pts 75
* 5 Graded Activities @10 pts each 50
* 3 Clinical Video Reports @25 pts each 75
* 4 Group Clinical Application Tasks @30 pts each 120
* 3 Individual Clinical Application Tasks @20 pts each 60
* 3 Quizzes @30 points each 90
* Comprehensive Final Exam: Application @50 pts; M/C @50 pts 100
* 4 Discussion Boards @5 pts each 20
* Participation/In-Class Activities 100

 **TOTAL: 690**

## Course Requirements/Schedule

**Course Structure/Lecture Description:**
The format of this class is scheduled for in-person class sessions. It will be each student’s responsibility to review all new content via canvas and complete any application tasks at home that are listed on Canvas and in the course outline prior to the class session to discuss, apply and practice the content previously given via Canvas.

**Course Requirements:**

*\*\*All submissions* ***will be*** *submitted online and* ***are due at 11:59 pm*** *on the designated due date (based on time posted on Canvas) apart from* ***the Graded Activities which are due at the time class meets (11:00 am) and FINAL EXAM (multiple choice portion) from 10:30-12:30pm.***

**General Assignments: (4 Assignments – 2 @10 points, 1 @25 points, 1 @30 points: total of 75 points)**

Students will complete 4 assignments during the semester. Each assignment must be completed on or before the specified due date. All assignments must be completed independently. **Late assignments can be submitted by the next class meeting for a maximum of 50% credit.** Format will be short answer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Assignment** | **Due** | **Title** | **Description** | **Points** |
| 1 | 8 8/26 | Introduction  | The student will write a short paragraph that clearly and succinctly explains what an audiologist or a speech language pathologist does. | 10 |
| 2 | 10/30 | Internet Research Review | The student will complete a review of what information is available to clients and family members via the internet. | 25 |
| 3 | 11/11 | Data Collection & Writing SOAP Notes | The student will develop data sheets based on clinical goals and write SOAP Note based on data provided | 30 |
| 4 | 11/13 | CAT Video Observation | The student will write a summary of what occurred in the treatment session. | 10 |
|  |  |  | **TOTAL** | **75** |

**Graded Activities: (5 Graded Activities @10 points each: total of 50 points)**

Students will complete 5 graded activities throughout the semester. Each graded activity must be completed on or before the specified due date before class begins. All graded activities must be completed independently as they are designed to be learning tools. Format will be short answer. **Late work for a maximum of 50% credit may be allowed if discussed with professor in advance of assignment due date/before class discussion.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Graded Activity** | **Due** | **Description** | **Points** |
|  1 |  9/11 | Treatment Approaches | 10 |
|  2 | 10/2 | Integrating Building Blocks of Therapy | 10 |
|  3 | 10/21 | Data Collection | 10 |
|  4 | 10/23 | Writing SOAP Notes | 10 |
|  5 | 11/4 | Developing Data Sheets | 10 |
|  |  | **Total** | **50** |

**Clinical Video Reports:** (**3 Clinical Video Reports @25 points each: total of 75 points)**

Students are expected to independently reflect and complete a report for each clinical video. **Each of these will be discussed in class as information posted on Canvas will contain basic information and format instructions only. If you have computer problems, you must contact my TA. Do not wait until the deadline is** **almost over to complete the report or there may not be adequate time to trouble shoot any technical issues!!**

Clinical video reports are only accepted if the student attended to view the video or signed up with Master Clinician. Emailing these reports will not be allowed. **Late assignments can be submitted by the next class meeting for a maximum of 50% credit.** The format of the reports will be either in report form or short answer.

Clinical Video Report schedule:

|  |  |  |  |
| --- | --- | --- | --- |
| **Report** | **Due** | **Client** | **Time** |
|  1 | 9/9 | Audiology | 20 min |
|  2  |  10/7 | QV | TBD |
|  3 | 11/13 | LB | 33 min |

**Clinical Application Tasks (CATs): (4 Group CAT @30 points, and 3 Individual CATs @20 points each: total 180 points)**

Theseclinical tasks will be in direct correlation to the power points presented in class. They will be practical assignments which are intended for the students to demonstrate the use or application of a specified skill. Students will work in groups pre-assigned to encourage discussion and active participation of all members. The instructor will assign the groups to ensure variation and equality across groups. Group members will work together on the CATs. Group members **may be required to anonymously rate each other** after certain assignments to ensure that each member works with equal effort.

**Late assignments can be submitted at the next class meeting for a maximum of 50% credit. \*If a group is late turning in a CAT, each member of the group will receive a deduction of 50**%.

\***Makeup assignments** for these group activities are **strongly discouraged** as the experiential learning and discussion within the group dynamic is critical. **Students must notify the professor prior to the assignment being assigned to obtain permission to complete a makeup assignment. Appropriate documentation for an excused absence must be provided. No submissions without prior permission will be graded and may potentially result in 0.** Any makeup assignments will be due on a date agreed upon by the instructor.

|  |  |  |  |
| --- | --- | --- | --- |
| **CAT** | **Working on/Due** | **CAT Topic** | **Points** |
| 1 | 8/26 & 8/28 | Obtaining Clinical Information | 30 |
| 1-individual | 9/4 | Obtaining clinical information  | 20 |
| 2 | 9/16, 9/18 & 9/23 | Assessment/Baselining/Goal Writing | 30 |
| 2-individual | 9/30 | Assessment/Baselining/Goal Writing | 20 |
| 3 | 10/2, 10/7 & 10/9 | Procedures for Teaching a Clinical Skill | 30 |
| 3-Individual | 10/16 | Procedures for Teaching a Clinical Skill | 20 |
| 4 | 11/11 & 11/13 | Documenting Progress/Goal Development | 30 |
|  |  | **Total** | **180** |

**Quizzes: (3 Quizzes @30 points each: total of 90 points)**

Students are expected to complete the quizzes **online** through Canvas. Each quiz will be open for at least 3 days. You will have 30 minutes allotted for each quiz.

If you miss a quiz, you must contact Ms.. Wingate within 24 hours and request a “make-up” to earn up **to 50% credit of 15 points**. If you have difficulty with computer access to the assessment, email Ms.. Wingate immediately and this will be resolved. You must let her know during the time the quiz is available.

The format of quizzes will encourage students to integrate/apply the knowledge discussed in class. Quizzes may include multiple choice, true/false and short answer.

|  |  |  |  |
| --- | --- | --- | --- |
| **Quiz**  | **Due** | **Covers** | **Points** |
| 1 | 9/11 | Clinical Service Delivery, Obtaining Information, and Assessment | 30 |
| 2 | 10/2 | Intervention Considerations | 30 |
| 3 | 12/2 | Weekly Therapy Plans, Sharing Information, Counseling, and Group Therapy | 30 |
|  |  | **Total** | **90** |

**Discussion Boards/Participation: (4 Discussions @5 points each: total of 20 points)**

Students will participate in 4 discussion boards related to the various aspects of class including class lectures and/or observational videos (MCN videos) for increased experiential learning. To receive credit for these discussions, each student will be **required to make at least 1 comment and 1 response**.

|  |  |  |  |
| --- | --- | --- | --- |
| **Discussion** | **Due** | **Description** | **Points** |
|  1 | 9/18 | MCN Video Set 1 | 5 |
|  2 | 10/9 | MCN Video Set 2 | 5 |
|  3  |  11/6 | MCN Video Set 3 | 5 |
|  4 |  12/2 | Self-Evaluation/Feedback | 5 |
|  |  | **Total** | **20** |

**Attendance/Participation: (total of 100 points)**

Students actively engaged in the learning process retain more than others and is necessary for optimal learning for engagement purposes and application of theoretical perspectives into clinical practice. Attendance in class and active participation in class discussions and group activities is expected of each student and is a part of the course grade. Students will be asked to participate in various in-class activities related to lecture material for appropriate application of clinical skills. To receive credit, each student will be **required to sign the attendance sheet at the beginning of class and complete the in-class activity in its entirety for full credi**t. If you are absent,

you will need to produce appropriate and applicable documentation within 48 hours (2 days) of the absence in order for the absence to be excused.  *If you are unable to produce appropriate and acceptable documentation within 48 hours, the absence will be unexcused, and 5 points will be deducted from your attendance/participation grade.  Students will be given 1 unexcused absence to use during the semester.*

It is not required that the instructor accept any assignments that coincide with an unexcused absence and the instructor reserves the right to accept any assignments or not based on professional judgment. It is imperative to email the instructor as soon as possible to determine if an activity/assignment can be completed to earn the points for the missing assignment. A date for the assignment makeup must be arranged by the student within one week of the missed day.

UNT expects all students to attend class meetings regularly and to abide by the attendance policy established for the course.  It is important that you communicate with the professor and the instructional team prior to being absent, so you, the professor, and the instructional team can discuss and mitigate the impact of the absence on your attainment of course learning goals.  It is the student’s responsibility to sign the attendance sheet at the beginning of each class and complete the in-class activities to obtain the attendance/participation points. No opportunities for make-up of points will be given at the end of the semester.

**Final Comprehensive Examination: (2 Parts: Application @50 points, Multiple Choice @50 points: total of 100 points)**

This examination will assess each student’s **comprehensive** understanding of the course topics, with emphasis on integration/application of knowledge. The format will be in 2 parts: take home and in class.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Due** | **Description** | **Points** |
| Application portion (take home): | 12/4 | Will be similar to CATs and may consist of creating documents that are necessary for clinic. This portion will be submitted online. | 50 |
| Multiple Choice portion (online): |  12/9 | Will be similar to quizzes and may consist of true/false and/or multiple-choice questions. | 50 |
|  |  | **TOTAL** | **100** |

**Observation Hours:**

As a part of this course, each student will earn at least 10-12 hours of guided observation if present in class for all observational opportunities and registration/purchase of Master Clinician. Students will also earn at least **1-2 hours of face-to-face observation** in the UNT Speech and Hearing Center. See below for schedule.

For all video observations (other than the 3 required for the Clinical Video Reports), students **MUST** complete questions (those on Canvas not those on MCN) about the observation verifying he/she has watched the video and **MUST** be submitted for review to obtain credit for observation. These additional observation hours may be videos of recorded therapy sessions from the UNT Speech and Hearing Center or through the Master Clinician Network.

Guided Observation schedule:

|  |  |  |
| --- | --- | --- |
|  | **Due** | **Disorder/Population** |
|  Practice Videos | Throughout semester  | Various  |
|  MCN Set 1 | 9/18 | Audiology, Aphasia, Preschool |
|  MCN Set 2 | 10/9 | Behavior, Cognition, Fluency |
|  MCN Set 3 | 11/6 | Language, Motor Speech |

Face to Face Observation schedule:

|  |  |  |
| --- | --- | --- |
|  | **Due** | **Focus** |
|  1 | TBD | Intervention Considerations |
|  2 | TBD | Intervention Considerations |
|  3 (if possible) | TBD | Intervention Considerations |

\*\*see Canvas for deadline

**Tracking of Hours:**

All observation hours will be tracked through CALIPSO. CALIPSO is a web-based application used by speech-language pathology and audiology programs across the nation. This computer program tracks both observation hours and clinical experience hours. This program is designed for a student to keep up with their own observation and clinical treatment hours and use them as needed. This program is designed so that the hours earned can be easily approved by professors and/or supervisors during undergraduate and graduate coursework.

Students must log observation hours for this course through CALIPSO for the instructor to approve. Your instructor will track the number of hours each student earned and will provide a log of those hours at the end of the semester for hours to be submitted correctly. Students will need to submit observation hours **no later than December 9th.** The hours will then be approved at the end of the semester, which may be after the last day of class. Hours will only be approved in the semester when the course was taken as the hours are not saved in any other format to be reviewed at a different time.

As an ASLP (Audiology & Speech Language Pathology) student at the University of North Texas, you are required to register for an account at CALIPSO via an email invite sent from the ASLP department. This is a one-time sign-up with a one-time fee of $100.00. If you already have a CALIPSO account at UNT (University of North Texas), you will not need to sign up again and can continue to use the same account to submit your observation hours each semester for each class that offers observation hours. If you have paid this fee and signed up for an account with another/previous class, continue to use the same account, as the hours will accrue.

If you need to set up a new account, submit your name and your active current UNT email address to me (**a form will be sent in the first week of class**). This information will then be submitted, and you will receive an invitation to register a new account. You cannot register until you receive this email because your account must be linked with UNT. If you register on your own, your account will be independent, and those hours will not count for UNT. For further instructions and/or information, contact Ms.. Wingate directly.

### **ASLP 4060 Course Outline: The schedule, policies, and assignments below in this course are subject to change at the instructor's discretion.** Prior notice regarding changes will be communicated.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Week** | **Date** | **Content** | **In Class Events** | **Graded Work** | **Points** |
| 1 | 8/19 | Course Orientation  |  |  |  |
|  | 8/21 | Clinical Service Delivery  |  |  |  |
| 2 | 8/26 | Obtaining Clinical Information (Case History/Interview)  | Guided Practice: Case History CAT #1  | **Introduction Assignment DUE** | **10****(10 pts)** |
|  | 8/28 |  | CAT #1 cont.  |  | **30****(40 pts)** |
| 3 | 9/2 | **\*\*Discuss CAT1 Individual** **\*\*Discuss FTF Observations** | Guided Practice Video: Diagnostic Interview  | MCN Videos Set #1 Assigned  -Audiology  -Aphasia  -Preschool  |  |
|  | 9/4 | Assessment: Purposes and Areas to Evaluate/Methods of Assessment  | Guided Practice Video: Diagnostic Interview cont.  | CAT #1-Individual Due | **20****(60 pts)** |
| 4 | 9/9 | Intervention Considerations: Principles/Approaches | Guided Practice Video: Baseline Measures  | **Clinical Video Report #1 DUE**   | **25****(85 pts)** |
|  | 9/11 | Class Discussion: GA 1   | Guided Practice Video: Treatment Approaches  | **Quiz #1** **Graded Activity #1: I**ntervention Considerations -Treatment Approaches DUE | **30****10****(125 pts)** |
| 5 | 9/16 | Intervention Considerations: Building Blocks  - Programming - Behavioral Objectives | CAT #2  |  | **30****(155 pts)** |
|  | 9/18 |  | CAT #2 cont.  | **MCN Video Set #1 DUE****Discussion 1 DUE** | **5****(160 pts)** |
| 6 | 9/23 | **\*\*Discuss CAT2 Individual**  | CAT #2 cont.  | MCN Video #2 Assigned -ASD (behavior) -Cognition  -Fluency |  |
|  | 9/25 | Class Discussion: MCN Video Set1  Intervention Considerations: Building Blocks  - Session Design  - Key Teaching  Strategies - Cueing  |  |  |  |
| 7 | 9/30 | Intervention Considerations: Building Blocks  - Facilitating  Participation  - Reinforcement - Behavior Management  | Guided Practice Video: Integrating Building Blocks-Abigail   | CAT #2-Individual Due | **20****(180 pts)** |
|  | 10/2 | Class Discussion: GA #2   | Guided Practice Video: Integrating Building Blocks-Abigail (cont.) CAT #3  | **Graded Activity #2:**   **Intervention Considerations- Building Blocks DUE****Quiz #2** | **10****30****(220 pts)** |
| 8 | 10/7 |  | CAT #3 cont.  | **Clinical Video Report #2 DUE** | **25****(245 pts)** |
|  | 10/9 | **\*\*Discuss CAT3 Individual** | CAT #3 cont.  | **MCN Video Set #2 DUE****Discussion 2 DUE**  | **30****5****(280 pts)** |
| 9 | 10/14 | Data Collection: Purpose and Methods of Data Collection  | Guided Practice Video: Taking Data (W)  |  |  |
|  | 10/16 | Writing SOAP Notes  | Guided Practice: Writing SOAP Note (O and A only-W)  | CAT #3-Individual DueMCN Video #3 Assigned -Language  -Motor Speech  -Language | **20****(300 pts)** |
| 10 | 10/21 | **\*\*Discuss IRR** Class Discussion: MCN Video Set2 Class Discussion: GA #3  | Guided Practice: Writing SOAP Note (GA3)  | **Graded Activity #3 Taking Data DUE** | **10****(310 pts)** |
|  | 10/23 | Class Discussion: GA #4 Guided Practice: Reporting Data  |  | **Graded Activity #4: Writing SOAP Notes DUE** | **10****(320 pts)** |
| 11 | 10/28 | Guided Practice: Reporting Data cont. Data Collection-Developing Data Sheets  | Types of Data Sheets-Templates/Created Examples |  |  |
|  | 10/30 | Weekly Plans/Long Term (Semester) Therapy Plans  | Guided Practice: Developing Data Sheets  | **Internet Research Review (IRR) DUE** | **25****(345 pts)** |
| 12 | 11/4 | **\*\*Discuss Data Collection & SOAP Note Assignment** Class Discussion: Developing Data Sheet-GA5 Class Discussion: MCN Video Set3  | Guided Practice: Implementation of a Therapy Session  | **Graded Activity #5: Developing Data Sheets DUE** | **10****(355 pts)** |
|  | 11/6 | **\*\*Discuss** **Clinical Video Report3** | Guided Practice: Implementation of a Therapy Session cont.  | **MCN Video Set #3 DUE****Discussion 3 DUE**  | **5****(360 pts)** |
| 13 | 11/11 |   | CAT #4  | **Data Collection & SOAP Note DUE**  | **30****(390 pts)** |
|  | 11/13 |  | CAT #4 cont.  | **Clinical Video Report #3 DUE** | **30****25****(445 pts)** |
| 14 | 11/18 | **\*\*Discuss APPLICATION FINAL**  Sharing Information & Counseling   | Guided Practice Video: EOS Counseling  | **CAT Video Observation** | **10****(455 pts)** |
|  | 11/20 | Group Therapy  | Guided Practice Video:  PSLP  Writing  |  |  |
| 15 | **11/25** **& 11/27** | **NO CLASS-THANKSGIVING BREAK** |  |  |  |
| 16 | 12/2 | Discuss Observation hours Final Review  |   | **Quiz #3** **Discussion 4 DUE** | **30****5****(490 pts)** |
|  | 12/4 | TBD |  | **Application FINAL DUE** | **50****(540 pts)** |
| 17 | 12/9 | FINAL EXAM- M/C Portion10:30 am – 12:30 pm |  |  | **50****(590 pts)** **+ 100 pts attendance****TOTAL: 690 pts** |

**Campus Alerts:**

Students will be notified by Eagle Alert if there is a campus closing that will impact a class. You will be notified what changes will be made to the course calendar in the case of a campus closure. See the following for more information of emergency notifications (<https://emergency.unt.edu/emergency-notifications>) [Emergency Notifications and Procedures Policy (PDF)](https://policy.unt.edu/policy/06-049) (<https://policy.unt.edu/policy/06-049>)

**Academic Integrity:**

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. [Academic Integrity Policy (PDF)](https://policy.unt.edu/sites/default/files/06.049_Standard%20Syllabus%20Policy%20Statements_supplement.pdf)

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 case of a university closure, please refer to Canvas for contingency plans for covering course materials.

Information about support services for students while at UNT can be found here: [Student Support Services & Policies](https://clear.unt.edu/student-support-services-policies)

**Artificial Intelligence (AI) Policy:**

Students are prohibited from using Generative Artificial Intelligence (like ChatGPT) in every step of the writing process for all assignments for this class with 1 exception: students may use generative AI to produce stimulus items for therapy activities (word lists, sentences, nonsense words, etc.) but are HIGHLY ENCOURAGED to proofread the generative texts to ensure that the generated text meets the required specifications. Students should also note that the examples were generated with generative AI by marking the applicable text with an asterisk (“\*”) and a footnote that states “stimulus items generated by AI using the prompt …”

**Course Technology & Skills:**

Specific requirementscan be found on the Course Technology and Skills section under the “Getting Started” module on Canvas.

**Computer Skills & Digital Literacy**

Students must have the technical skills for downloading and uploading files, sending, and receiving emails, and using Canvas.

**Technical Support**

**UIT Help Desk**: [UIT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm) (http://www.unt.edu/helpdesk/index.htm)

**Email**: helpdesk@unt.edu

**Phone**: 940-565-2324

**Services Provided:** (note: these could change at any time)

**In Person**: Sage Hall, Room 130

**Walk-In Availability**: 8am-9pm

**Telephone Availability**:

* Sunday: noon-midnight
* Monday-Thursday: 8am-midnight
* Friday: 8am-8pm
* Saturday: 9am-5pm

**Laptop Checkout**: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (<https://community.canvaslms.com/docs/DOC-10554-4212710328>)

**Retaking the Class:**
All graded assignments must be **new work** if this class is being taken for the 2nd or more times. It is the student’s

responsibility to inform professor if the class is being retaken. If previous work is turned in, the grade will result in a 0. The only observation hours that you will be able to obtain are the face-to-face clinic observations.

**Drop Information:**
Please go to <http://registrar.unt.edu/registration> for information regarding dropping a class. If a student seeks to drop a class, contact the Registrar’s office first. Each student should understand the registrar’s schedule for drops and additions and understand the registrar’s policy.

**Course Expectations**

As the instructor in this course, I am responsible for

* providing course materials that will assist and enhance your achievement of the stated course goals, guidance,
* providing timely and helpful feedback within the stated guidelines,
* and, assisting in maintaining a positive learning environment for everyone

As a student in this course, you are responsible for

* reading and completing all requirements of the course in a timely manner,
* working to remain attentive and engaged in the course and interact with your fellow students,
* and assisting in maintaining a positive learning environment for everyone.

**Student Behavior in the Classroom:**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 will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc.

As members of the UNT community, we have all made a commitment to be 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.

Review UNT’s Student Code of Conduct found at [www.unt.edu/csrr](http://www.unt.edu/csrr).

**Note:**The syllabus is not a contract and can be subject to change. The instructor has the right to make changes to enhance the effectiveness of the course. Students will be notified of all changes within an appropriate amount of time in relation to assignments, quizzes, exams, etc.