

**THE UNIVERSITY OF TEXAS AT TYLER**

**College of Nursing**

**NURS. 3603: NURSING COMPETENCIES  
SYLLABUS – Spring 2008**


**Theory Course Objectives/Lecture Content  
Clinical Skills Lab Manual**

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The content of this syllabus / WEB site is subject to change at the discretion of the faculty leaders according to current learning needs.

approved by FO: 10/02

**NURSING COMPETENCIES - THEORY CALENDAR**

DATE	LECTURE	Lecturer
Week 1 January 15	Orientation to Nursing Competencies Health Care Continuum, Holistic Care, Nursing Roles Nursing Process	Sacrey Cheek
Week 2 January 22	Infection Control Safety and Mobility	Sacrey Cheek
Week 3 January 29	<b>Exam I &amp; Group Test Review</b> Nutrition	Torres
Week 4 February 5	Comfort and Pain Management Rest and Sleep	Math Quiz #1 up on BB Sacrey
Week 5 February 12	Documentation Critical Thinking and Planning Nursing Care	Math Quiz #2 up on BB Sacrey Cheek
Week 6 February 19	<b>Exam 2 &amp; Group Test Review</b> Skin Integrity and Wound Healing	Math Quiz #3 up on BB Cheek
Week 7 February 26	Tissue Perfusion (Cardiopulmonary)	Math Quiz #4 up on BB Torres
Week 8 March 4	Tissue Perfusion (Cardiopulmonary)	Math Quiz #5 up on BB Torres
Week 9 March 11	 <b>Spring Break</b>	
Week 10 March 18	<b>Exam 3 &amp; Group Test Review</b> <u>Medication Administration Test</u> ***Note –final drop date March 21***	
Week 11 March 25	Fluids, Electrolytes	Cheek
Week 12 April 1	Elimination – Bowel Elimination – Bladder	Torres
Week 13 April 8	Grief & Loss Spirituality and Cultural Considerations <b>ERI EXAM ~ Fundamentals of Nursing</b> <i>Available at <a href="http://www.eriworld.com">www.eriworld.com</a> from April 8 noon - April 23 noon.</i>	Sacrey Deal
Week 14 April 15	<b>Exam 4 &amp; Group Test Review</b>	
Week 15 April 22	Stress /Therapeutic Communication <b>ERI exam</b> - down at noon tomorrow - April 23	Cheek
Week 16 April 29	Case Studies – Application Review	Sacrey Cheek Torres
Week 16 May 7	<b>Final Exam</b> <b>Wednesday Afternoon 1 - 4</b> Room to be posted on <b>Bb</b>	

**Nursing Competencies - NURS 3603****Semester Hours** - Six (6)

Three (3) Hours Didactic, Three (3) Hours Clinical Practicum

**Prerequisite Courses**

Student has completed all academic courses required for admission to the College of Nursing

**Co-Requisite Courses**

Students enrolled in Nurs. 3603: Nursing Competencies must have successfully completed or concurrently be enrolled in:

Nurs. 3410: Health Assessment,

Nurs. 3307: Pharmacology

Nurs. 3205: Nursing Concepts and Theories

Nurs. 3303: Pathophysiology

Progression in Nurs. 3603: Nursing Competencies is dependent on successful progression in the co-requisite courses. If the student is withdrawing from a co-requisite course, the student will be required to drop Nurs. 3603, since components of the co-requisite courses will be applied in the clinical portion of Nurs. 3603.

**Course Description**

The student is introduced to the process, principles, and techniques related to meeting basic health needs and providing appropriate nursing care to the adult patient are presented. The course focuses on health promotion and risk management across the health illness continuum and is based on core competencies of critical thinking, communication, assessment and technical skills. Students demonstrate assessment skills, fundamental therapeutic nursing interventions, and nursing procedures in the laboratory and selected settings.

**Course Objectives**

Upon successful completion of the course, the student will:

1. Apply critical thinking skills to provide comprehensive, holistic nursing care to the adult patient.
2. Integrate principles from nursing and other scientific and humanistic disciplines, when applying nursing skills.
3. Utilize the concepts of human caring and holistic care in the delivery of care of the adult patient.
4. Demonstrate accountability in legal, ethical, and moral professional standards in the care of the adult patient.
5. Develop a beginning comprehensive plan of care in collaboration with the adult patient and members of the interdisciplinary health care team in a structured setting.
6. Identify the roles of the professional nurse in selected settings.
7. Perform selected technical skills required for the delivery of safe, competent nursing care.

**Required and Recommended Texts****Required:**

1. Ackley, B.J. & Ladwig, G.B. (2006). *Nursing Diagnosis Handbook, A Guide to Planning Care.* (7<sup>th</sup> ed). St. Louis: Mosby. ISBN 0323036643.
2. BSN / MSN Guide for Nursing Students, College of Nursing, University of Texas at Tyler [online - blackboard]
3. Lewis, S. et. al. (2007). *Medical-Surgical Nursing: Assessment and Management of Clinical Problems.* (7<sup>th</sup> ed.) St. Louis: Mosby. ISBN 0-323-01611-1
4. Pagana, K.D. and Pagana, T.J. [2007] *Mosby's Diagnostic and Laboratory Test Reference* (8<sup>th</sup> ed.) ISBN: 0323046347
5. Potter, P.A and Perry, A.G. [2005] *Fundamentals of Nursing* (7<sup>th</sup> ed) ISBN 0323025862
- 6.
7. Skipmore-Roth. [2007] *Mosby's Nursing Drug Reference.* 20<sup>th</sup> ed., ISBN: 0323045901.

Syllabus for N 3603: Nursing Competencies Spring 2007.

Evolve Select – Learning System

Six (6) Scantron score sheets. F-17355-PAR-L.

**Recommended:**

Baier, Sue. (1985). *Bed Number 10.* CRC Press. ISBN: 0-8493-4270-8

Barcharts for Quick Study: Medical terminology - Fundamentals: Barcharts.  
ISBN: 1572225386 \*\*\*required for Health Assessment\*\*\*

Hoefler, P. (2003). *Successful Problem Solving for Beginning Nursing Students.* (4th. ed.) Sulfur Springs, Md. Meds Publisher.  
ISBN:1565335007

\*\*\*\*this resource is highly recommended\*\*\*\*

### **Disability Statement**

“If you have a disability, including a learning disability, for which you request disability support services/accommodations(s), please contact Ida MacDonald in the Disability Support Services office so that the appropriate arrangements may be made. In accordance with federal law, a student requesting disability support services/accommodation(s) must provide appropriate documentation of his/her disability to the disability Support Services counselor. For more information, call or visit the Student services Center located in the University Center, Room 282. The telephone number is 566-7079 (TDD) 565-5579. Additional information may also be obtained at the following UT Tyler Web address: <http://www.uttyler.edu/disabilityservices>.

### **Examinations/Assignments and Grading Policy**

Completion of NURS 3603 is based on satisfactory attainment of didactic and clinical criteria. Any student who fails to meet the course objectives and expectations in either the classroom or clinical area must repeat the entire course and may not progress to the next level.

The simple average of the exam grades, before weighted calculation is performed, must be 75% or above to pass the course. Grades will not be rounded when calculating the average (74.5 -74.9 is not rounded to 75). Students with an exam average of 75 or higher will have course grades calculated based on the weighted calculation of the exams and other required course work.

<b><u>Theory:</u></b>	Four Examinations	70%	
	Final Examination	20%	(The final examination is comprehensive)
	Other Assignments	10%	(2 care plans, 5 on-line math quizzes, group testing points)

Students with an exam grade simple average of 75 or higher will have course grades calculated based on the weighted calculation of the exams and addition of homework weight. A grade of C or better is required prior to progression to the next level of nursing courses.

Any student repeating a course must complete all course requirements or equivalent as determined by the course coordinator during the semester in which the grade will be awarded.

On-line math quizzes will be posted on Blackboard as indicated in the syllabus schedule. Each quiz will be worth 20 points. The five (5) quiz scores will be added to the homework score that will be calculated into the weighted average to determine final grades. The quizzes will be available for ten days. Failure to complete the quiz within this time frame will result in 0 points for that quiz.

**The student must score a 90% or better on the medication dosage examination in this course to progress to the next level of nursing courses. See the medication administration policy. (page 9 of syllabus). This is a requirement of all clinical courses.**

Theory grades will be assigned on the following scale:

90-100	A
80-89	B
75-79	C
60-74	D
<60	F

approved FO Fall 1999

<b><u>Clinical:</u></b>	Clinical:	Pass / Fail
	Mastery of Clinical Skills	Pass / Fail
	Clinical care plans (2)	*** scores will be counted as homework
	<i><u>Clinical Care Plans are due to clinical instructor on the day and time requested by the clinical faculty in the week following the clinical experience. If submitted after 9 am-points will be deducted for lateness according to previously stated criteria.</u></i>	

Clinical evaluation, formal and/ or informal, will be done at intervals through the clinical experience. A formal evaluation will be completed at the end of the clinical semester. Formal evaluations are written documentation relating to a student's progress toward meeting end of course objectives. Each evaluation is discussed with the student in a private one-on-one discussion of performance. The clinical evaluation tool is included in the supplemental course materials packet available in the University bookstore.

Skills lab is considered a clinical experience and will be evaluated as such. Skills lab worksheets and observational experiences will be part of the skills lab experience.

A Clinical contract will be initiated for the student having difficulty mastering laboratory and clinical experiences. Contracts will include strategies for achieving mastery of the skills and techniques in question.

The clinical instructor will evaluate clinical experiences using the clinical evaluation tool. The student is responsible for being familiar with the content of the tool and the scoring criteria. This tool and criteria is the mechanism for assigning the clinical grade. Failure to attain a passing grade in the clinical section of this course constitutes a full course failure. A score of 0 in any of the critical behaviors during the clinical experience will result in automatic failure in the clinical component of the course.

### **Grade Replacement**

If you are repeating this course for a grade replacement, you must file an intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to file an intent to use grade forgiveness will result in both the original and repeated grade being used to calculate your overall grade point average. A student will receive grade forgiveness (grade replacement) for only three (undergraduate student) or two (graduate student) course repeats during his/her career at UT Tyler. (2006-08 Catalog, p. 35)

**ERI Policy:**

At the end of the term, all students are required to complete a comprehensive exam. The availability of the exam will be announced on blackboard. This exam is part of the ERI testing program of the CON. The exam can be taken at anytime during the approximately 2 weeks that it is available. The student must meet or exceed the national average on this exam. The student may take the exam multiple times as needed to reach this benchmark during the time the test is available. It is advisable to take the test in the computer labs at the CON to avoid problems with the connections. A copy of the student's printout will be required prior to taking the final exam for the course.

**Paper / Assignment Re-grading Policy**

Student assignments will not be re-graded, either at the Undergraduate or Graduate level. At the instructor's discretion, a draft may be written for review.

**Medication Calculation Policy**

1. Students are required to achieve a 90 or higher on the medication calculation exam prior to the first clinical day. Students are permitted two (2) attempts for success on the exam.
2. Students who are unsuccessful on the first attempt of the medication calculation exam must provide written evidence that remediation has taken place before being permitted a second attempt.
3. If a student fails to achieve the required 90% or higher on the second attempt, the student will be required to withdraw from the course for the semester. A grade of W will be posted on the student's transcript, but will be regarded as a nursing course failure in the College of Nursing.
4. Medication calculation is a component of medication administration. Master of medication administration must be demonstrated in the clinical and classroom settings for successful completion of all clinical courses. In addition to the initial medication calculation exam (above), medication questions on unit exams and observation in the clinical setting will be used to assess and evaluate the clinical safety of students on an individual basis. Serious or repetitive medication and/or calculation errors may indicate unsafe clinical practice (See Unsafe Clinical Practice Below)

Medication administration quizzes (5) will be provided on-line in Blackboard. Each of these quizzes will be worth 20 homework points. These quizzes must be completed in the time frames stated in the announcements on Blackboard. The quizzes will be available from Monday morning at 0800 until Friday afternoon at 1500.

**Examination and Examination Review Policy:**

1. Attendance for exams is **mandatory**.
2. If absence for an exam is necessary, the student is responsible for notifying the faculty **PRIOR** to the exam with an acceptable reason. Failure to meet this requirement may result in denial of opportunity to make up the exam at a later date. Make-up exams will be given one time only at the time designated by the faculty.
3. Students will be allowed entry to the classroom after an exam has started **ONLY** at faculty discretion.
4. Exam will be distributed at the time class is scheduled to begin.
5. **All** hats/caps must be removed during exam time. All personal items, such as purses, books, backpacks, cell phones, pagers, notebooks, and briefcases will be left in the front or back of the room during testing.

6. Silence will be enforced during exam time. In order to avoid distraction during the exam, no one will be permitted to enter the room during the exam.
7. Make-up exams will only be given at the discretion of the faculty member and may be in a different format from the original exam.
8. Students will not share calculators during exams. Calculators will be provided by the college of nursing during the exam period if required.
9. Exam review will be conducted at the discretion of the faculty. Test review may be scheduled with faculty during office hours and within 10 school days from the return of the exam grades.
10. Any student achieving an examination grade less than 75% **must** schedule an appointment with the faculty member within 10 school days from the return of the exam grades.

Group exam will occur immediately after the exam is given. During this time students will work in groups to review the exam. No reference materials are allowed, and students may write only on the provided test booklet. No additional paper, PDA, or computer is allowed during review. Each group will be provided a copy of the exam and the group must come to a consensus on the correct response for each exam item. Individuals in each group will be identified on the test booklet. Thirty minutes will be allotted for this group review. Homework points will be awarded for completion of the exercise. Groups scoring 100% will be given 25 points. 94 – 99% will be given 20 points. 80 – 93 points will be awarded 15 points. Groups scoring 79 – 75% will be given 10 points. Groups scoring below 75% will receive 0 points. All test review points from the 5 unit exams will be added to the homework points.

11. Test scores will be posted on blackboard after faculty analysis and review of the test. Every effort will be made to post the scores in a timely manner.
12. Any student suspected of cheating will be immediately removed from the testing area. Strict enforcement of the CON policy on cheating is maintained.

### **Academic Integrity**

1. Students are expected to assume full responsibility for the content and integrity of all academic work submitted as homework and examinations.
2. Students are advised to review the UT Tyler Academic Dishonesty Policy and Academic Integrity Policy in the Current College of Nursing Student Handbook and Academic Integrity Policy for UT Tyler students at [www.uttyler.edu](http://www.uttyler.edu); click on current students, then Vice-President for Student Affairs, then Student Guide for Conduct and Discipline at UT Tyler. These policies are fully endorsed and enforced by all faculty members within the College of Nursing.
3. Plagiarism, cheating, and collusion are unacceptable and if found violating any of these standards the student will be disciplined accordingly (See BSN/MSN Nursing Student Guide for definitions).
4. The College of Nursing reserves the right to dismiss students from the program for any infraction of a legal, moral, social, or safety nature, pursuant to the procedures detailed in the *Regent's Rules*.

### **Student Dress Code for the University of Texas, College of Nursing :**

**A. General:** It is the philosophy of the College of Nursing that the student has a responsibility to be neatly groomed and modestly dressed. Appearances should promote good health, safety and general well-being of the student. Clothing should avoid brevity and/or design that is offensive to the dignity and rights of others. School officials have the right and responsibility

to counsel with the student or take any other corrective action. Types of clothing (other than those specified in this document) may be worn at the direction of the nursing instructor for special events.

**B. Classroom:** Casual or every day business wear is recommended. This includes but is not limited to the following: Slacks or skirt; sweater, blouse, and shirt. Jeans as well as conservative shorts (mid-thigh or longer) may be worn, but avoid overly frayed or soiled. Shoes must be worn. See items to be avoided below.

**C. Professional Presentations, Ceremonies/ Graduation:** Business or dressy day social: suit, dress, dressy separates, jacket, ties, nice fabrics. Dress shoes. Avoid denim, jeans, t-shirt or other casual clothes. For workshops/seminars attended by students, business attire will be worn.

**D. Laboratory:** The school clinical laboratory setting is designed to simulate the health care clinical area. Students will wear clean white lab coats with name tag and UT Tyler school patch on the front left uniform jacket. Classroom attire will be worn under the lab coat.

**E. Pre or Post-clinical Experiences in the Health Care Setting:** Students may be required to attend conferences or visit the clinical areas as part of their course requirements. Students should wear lab coat with name tag and UTT school patch. The following items will be avoided in the clinical areas: jeans, shorts, sandals, jogging/athletic suits, t-shirts, ball-caps, etc.

**F. Clinical Experience:** When attending any clinical experience students are required to wear the standardized student uniform and white uniform jacket with name badge and school patch. Street clothes will be worn in appropriate clinical settings as directed by the clinical faculty with the white uniform jacket, name tag and school patch (see items above to be avoided in clinical areas). Students are to remember that whenever they are visiting a clinical agency or any clinical site, they represent UT Tyler and the College of Nursing and are expected to be professional in appearance and behavior at all times.

When student uniforms are required for clinical experiences, as specified by the course, the following guidelines must be adhered to:

- a) School patch on the front left of the uniform jacket and the top of the standardized uniform.
- b) The UTT name badge will be worn in all clinical setting. Name tag must be worn above the waist, so name and title are clearly visible.
- c) White or neutral nylon hose are worn with dress/skirt; nylon hose, knee highs or white socks with pants. Socks must cover ankle.
- d) Clean, white clinical shoes or white leather athletic shoes should be worn (shoes may be mostly white and if stripes or logos are on shoes, these must be minimal and light colored). No canvas shoes or athletic shoes with colored stripes or large logos.
- e) Jewelry: wedding or engagement rings only; single stud earrings and only 1 in each lobe (no dangling or hoops); no rings or studs in the nose, tongue, lip or any other facial or body piercings (other body piercings must be covered or removed); and, no necklaces or bracelets (only Medic Alert). Must have a watch with a second hand.
- f) Make-up, hair, and grooming should be conservative. Hair shoulder length or longer must be pulled neatly back in a pony tail or bun. Hair clips, bands, etc. shall be functional, not decorative (no bows). Mustaches and beards will be neatly groomed, clean and trimmed.
- g) Tattoos must be covered and not visible.
- h) Nails are to be clean and neatly trimmed to no more than fingertip length, with clear or no polish. No artificial nails in OR or L & D.
- i) No perfume, after-shave or other strong scents since this causes nausea and /or difficulty in breathing for many patients.
- j) Gum chewing is not allowed
- k) Any question concerning adherence to the dress code should be directed toward the clinical instructor.

Failure to comply with the above requirements may result in an unexcused clinical absence and/or negative clinical evaluation

If the dress code rules are broken and a change of clothes is not available, the student may be removed from the school-related function for the remainder of the day. Appropriate disciplinary action will be taken for repeated violations of this code.

**Items to be Avoided in all School-related Functions (including but not limited to):**

Overly frayed, worn or soiled garments. Costume look, transparent blouses, bare midriff shirts, tank tops, spaghetti straps, muscle shirts, overtly sexual, gang colors or logos, facial or body piercing, obscene slogans or pictures, bedroom wear, short-shorts, short skirts, or clothing that may be offensive to others.

### **Course Information**

#### **A. General**

1. If lecture outlines are used, they will be posted on Blackboard a minimum of two (2) working days prior to class and will be removed at midnight prior to class.
2. The clinical portion of the course syllabus, handouts, and any other required course materials will be placed on Blackboard.
3. All submitted written material (papers, assignments, examinations, etc.) are the property of the College of Nursing. They will be maintained in an archived file in the College of Nursing.
4. The BSN/MSN Nursing Student Guide is available on the CON website at <http://www.uttyler.edu/nursing>. The student must sign the statement indicating they have accessed the guide and return the Student Guide Affirmation Form to the program secretary for placement in the student file.
5. All nursing students are required to use their student email accounts for all correspondence.

approved FO: 2/03

#### **B. Attendance**

1. Attendance in class is critical to the learning experience. Failure to attend class will place the student in jeopardy of receiving a satisfactory score on examinations.
2. Students should be aware of the statement in the UT Tyler General Catalogue relating to attendance.
3. Students are responsible for all material discussed and all announcements made if they are absent.
4. Lecture outlines, if offered by faculty, will be posted to blackboard a minimum of three working days prior to class and will be removed at midnight prior to class.
5. Attendance for the learning laboratory and the clinical agency is mandatory. The student must notify the instructor prior to the clinical if an absence is necessary. The clinical instructor must be contacted directly! Messages conveyed by other students, parents, room-mates, or the agency personnel do not constitute appropriate notification of an absence. When in the learning laboratory, the student must leave a message with the instructor, including the telephone number where he/she may be contacted. When in the clinical agency, the student must contact the agency personnel and the instructor at least one hour prior to the scheduled clinical time. If the student is going to be late, the student must notify the agency.

6. Make up time for missed clinical time will be arranged at the discretion of the instructor. A student missing one day in one rotation will present for approval a written plan as to how he/she will meet the clinical objectives.

### C. End of Semester Evaluations

Evaluations are a professional responsibility. Constructive evaluation is a valuable tool utilized by the faculty as a method for quality control of the curriculum. Student evaluations are viewed by the faculty and administration as one method for maintaining high, consistent levels of quality education in the College of Nursing. As a professional nursing student, evaluation requires maturity and objectivity. This evaluation tool is the student's opportunity to participate in the on-going evaluation process. The evaluations will be online and links to the tool will be provided on BlackBoard toward the end of the term. Evaluations are collated and presented in a composite format. Each student will complete an evaluation tool for:

- Classroom Faculty Effectiveness [Sacrey, Cheek, Torres]
- Evaluation of Course: Didactic Course Nurs 3603
- Clinical Instructor's Effectiveness [your clinical instructor only]
- Evaluation of Clinical Facility/ Facilities [your clinical facility only]

### D. Attached forms to be Read, Signed and Submitted the First Day of Class

1. Student Affirmation Form
  - a. Each line must be initialed, signed and dated for each course every semester.
  - b. The form will be placed in the student file.
2. Audio/Video Recording Agreement
  - a. Any student wishing to record a class must sign this agreement no later than the second week of classes each semester. An agreement must be signed for each course every semester.
  - b. Due to the confidential nature of some course content, the student will provide written documentation of the erasure of any recording made during the current semester. Failure to return this written documentation to the faculty by the date of the final examination will result in a grade of "I" (incomplete).

### WEB Sites worth Checking out

<http://www.nurse-beat.com>

<http://www.diabetes.org>

<http://www.patientsafetyfirst.org>

<http://www.careplans.com>

<http://www.healthweb.org>

<http://www.nlm.nih.gov/medlineplus/druginfo/medmaster/a692025.html>

### Required supplies:

Stethoscope  
Penlight  
Watch with a second hand  
Bandage Scissors  
Stapler  
Calculator

### Optional Supplies:

Hemostats, straight or curved  
Clipboard

**STUDENT AFFIRMATION FORM**

\_\_\_\_\_ I agree to protect the privacy of faculty, peers, patients and family members of patients by not inappropriately disclosing confidential information about faculty, peers, patients or their family members that is disclosed to me in my capacity as a University of Texas at Tyler nursing student. In addition, I agree not to inappropriately disclose confidential information about my agency or institution that is disclosed to me in my capacity as a University of Texas at Tyler nursing student. I will adhere to HIPPA guidelines.

\_\_\_\_\_ I have / will read the syllabus of this nursing course I am taking this semester, and I understand the criteria established for grading my course work. I understand that my average on exams must be 75 or higher in order to attain a passing grade for the course.

\_\_\_\_\_ I agree that I will conduct myself in a manner that exhibits professional values and in accordance with the American Nurses Association (ANA) Code of Ethics for Nurses.

\_\_\_\_\_ I will maintain and uphold the academic integrity policy of the college of Nursing and will not condone or participate in any activities of academic dishonesty including, but not limited to, plagiarism, cheating, stealing or copying another's assigned work.

\_\_\_\_\_ I will not recreate any items or portions of any exam for y own use, or for use by others during my enrollment in the College of Nursing.

\_\_\_\_\_ I will not accept of access any unauthorized information related to any exam administered during my enrollment in the College of Nursing.

\_\_\_\_\_ I will sign my own papers and other documents and will not sign any other student's name to anything, including class rolls.

\_\_\_\_\_ I will not allow any student access to any of my paperwork for the purpose of copying.

\_\_\_\_\_

Student's Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Student's Printed Name

\_\_\_\_\_ **Nurs 3603** \_\_\_\_\_  
Course Number

### AUDIO/VIDEO-RECORDING AGREEMENT

I have been given permission to audio record the following class, **NURS 3603**.

I understand that, the recordings are for **my personal studies only**. I realize that lectures recorded **may not be shared** with other people without the written consent of the faculty member. I also understand that recorded lectures may not be used in any way against the faculty member, other lecturer, or students whose classroom comments are recorded as part of the class activity.

I am aware that the information contained in the recorded lectures is protected under federal copyright laws and may not be published or quoted without the expressed consent of the lecturer and without giving proper identity and credit to the lecturer. I agree to abide by these guidelines with regard to any lectures I record while enrolled as a student at The University of Texas at Tyler.

Due to the confidential nature of some course content, I agree to provide written documentation of the erasure of any recordings made during the current semester. Failure to return this written documentation to the faculty by the date of the final examination will result in a grade of "I" (Incomplete).

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Title of Witness

If a student tapes a course they must and sign and agree to the terms of this policy