

SDS 3482: Stress and Anxiety Management (online) Fall 2014

Summer C 2014, Section 0947 and Section 1H75

Welcome to SDS 3482: Stress and Anxiety Management! This course is designed to give an overview of stress and anxiety, explore management techniques, and explore personal experiences with stress and coping. In this syllabus, you will find important information about this course. Should you have any questions about the information in this syllabus, please don't hesitate to let me know!

Instructor Information:

Debolina Ghosh, M.A (Clinical Psychology), MSW, Doctoral Fellow, University of Florida

Email: Use e-learning mail system or debolinaghosh@ufl.edu

Office: Norman Hall 1313C

Office Hours: By appointment

Required Textbook:

Greenberg, J.S. (2013). *Comprehensive Stress Management*. 13th ed. Boston:McGraw-Hill. ISBN: 0073529729

I suggest the following websites for obtaining the text:

✓ www.valorebooks.com, www.half.com, www.amazon.com

Course Objectives:

- ✓ Understand the nature and causes of stress
- ✓ Examine individual responses to stress
- ✓ Learn a wide range of techniques for managing stress
- ✓ Gain experience in applying various stress management interventions
- ✓ Foster personal growth and self-awareness

Course Format: There are no class meetings on campus. You work independently, at the time and place of your choosing and at your own pace, but must follow the identified due dates. You must be online to see announcements, submit the work, take quizzes, and participate in class discussions. To log in to E-learning, go to www.lss.at.ufl.edu and click on the orange box in the upper left hand corner.

Time management is crucial to your academic success, especially in an online course. So be prepared to create a schedule that works for you and stick to it. **All modules will open on a Monday at 8 a.m. and be due by 8 p.m. on a Sunday.**

I understand that life happens; should you find yourself not able to meet the deadline, please contact me so that we can discuss a resolution.

Technology Requirements:

- You are expected to have the equipment at your home **or** be able to travel to the UF campus to connect to a computer
- You are responsible for technical problems that arise with your equipment.
- Technical problems on your end must be documented and communicated to the instructor **immediately** in order to receive extensions on the assignments.
- For the possibility of technical problems, please make it a practice to save all your messages and assignments submitted for the course.
- If a technical problem arises with the E-learning website, contact: e-Learning Support Services at learning-support@ufl.edu, **Students:** (352) 392-4357 - select option 2;
- Please email me to let me know that a problem has arisen.
- **Communication:** Since this is an online course, most of our communication will be through the E- learning website. Submission of all assignments, quizzes, and discussions will take place here. If a problem or concern arises, please email me directly at debolinaghosh@ufl.edu. Otherwise, if you have a question that is related to course content, please post it in the discussion area for an answer, or in the chat room. The teaching assistants or I will do our best to communicate with you in a timely manner; however, since there are more than 150 students enrolled in this course, please allow 48 hours for a response.
- **Course Requirements:** The content of the course has been broken into modules. Most assignments within the modules will be worth 10-20 points each. Here's an overview, but the website will explain the requirements of each module in more detail.

Module 1: Chapters 1, 3, & 4 Due date: September 14, 2014 (100 points)

Module 2: Chapters 5, 6, & 7 Due date: October 5, 2014 (100 points)

Module 3: Chapters 8, 13, & 14 Due date: October 26, 2014 (100points)

Module 4: Chapters 10,11,&12 Due date: November 16, 2014 (100 points)

Module 5: Chapters 16 & 17 Due date: December 7, 2014 (200 points)

Since this course is relatively self-paced and you have all of the due dates upfront, NO LATE WORK WILL BE ACCEPTED.

Lessons: All lecture materials, including PowerPoint presentations, can be found under the Lesson tab in Sakai.

Chapter Quizzes: Many of the chapters assigned will have an online quiz associated with the content for that particular chapter. These are intended to assess your learning of the material from the textbook and the PowerPoint slides provided to you.

Online Discussions: On weeks when you are assigned online discussions, you are required to write an initial posting of at least 300 words, into *your* assigned discussion group (A, B, etc.). These are typically your own thoughts and/or applications of the concepts presented. Additionally, you are required to respond to at least ONE other classmates post (100 words minimum). **Note: If you do not respond to a classmates post, you will not be eligible to earn any points, even if you make your own initial post.**

Lab Assessments (LA): At the end of each chapter in the textbook, there are numerous surveys and exercises designed to help in understanding the application of your coursework. In order to make this less stressful, you will have some liberty in selecting those LA's that you feel most interesting in completing.

Stress Portfolio: Due date **December 7, 2014 by 8:00 pm** (80 points)

While there will not be a final examination in this course, you will be responsible for putting together a Stress Portfolio as your final project. This will involve you making ONE Word document that contains all of your assignments, along with a final reflection of the course. This portfolio will be labeled and put together in organized fashion. Further details can be found on the E-learning course website and on the last page of the course syllabus.

Extra Credit: Towards the end of the semester, there MAY be an opportunity for extra credit. If so, such an opportunity will be posted in the ANNOUNCEMENTS section.

Grade Breakdown: Please note grades are based on points not percentages. Additionally, I do not use minus grades. See the grade distribution below:

A	450-500 points	89.81% or above
B+	440-449 points	87.81-89.80%
B	400-439 points	79.81-87.80%
C+	390-399 points	77.81-79.80%
C	350-389 points	69.81-77.80%
D+	340-349 points	67.81-69.80%
D	300-339 points	60.00-67.80%
F	299 points or below	Below 60%

STRESS PORTFOLIO (80 points)

Your stress portfolio serves as a compilation of all of your work throughout this course. I expect you to create ONE Word document that includes all of the assignments you have submitted. Also, you are to create a table of contents and organize your portfolio by module.

Here's an example of what your table of contents should look like:

Table of Contents for Debolina Ghosh

Course Reflection	
Module One	
Chapter 1	
Personal Definition of Stress	
What Causes You Stress?	
Chapter 2	
Xxxx	
Module Two	

Your portfolio should have a title page, table of contents (as shown above), and section pages for each module. All entries should be double spaced with 1" margins with a title at the top of the page. Arial or Times New Roman fonts are acceptable.

The beginning of your portfolio must include a 3-4 page reflection. This paper should address not only what you have learned about stress and anxiety management, but also about how you can integrate this information into your daily life.

A word of advice: Type your answers to ALL assignments, discussions, reflections, etc. in MS Word and save them as files. This will assist you in creating your Stress Portfolio

at the end of the term. Not to mention, this will serve you well if you encounter any computer/technology glitches.

I look forward to us having a successful and stress-free semester! ☺

SDS 3482 Fall 2014 Schedule-at-a-Glance

		<i>Due Dates</i>
Module 1	August 25 (8 am) to September 15, (8 pm) Chapters: 1, 3, & 4	
	Personal Introduction	September 6, 8 pm
	Course Syllabus Quiz	September 6, 8 pm
	Respond to classmate	September 14, 8 pm
	All module 1 work	September 14, 8 pm
Module 2:	September 15 (8 am) to October 5 (8 pm) Chapters: 5, 6, & 7	
	Initial Post	September 19, 8 pm
	Respond to classmate	October 5, 8 pm
	All module 2 work	October 5, 8 pm
Module 3	October 6 (8 am) to October 26 (8 pm) Chapters: 8, 13, & 14	
	Initial Post	October 10, 8 pm
	Respond to classmate	October 26, 8 pm
	All module 3 work	October 26, 8 pm
Module 4	October 27 (8 am) to November 16 (8 pm) Chapters: 10, 11, & 12	
	Initial Post	October 31, 8 pm
	Respond to classmate	November 16, 8 pm
	All module 4 work	November 16, 8 pm
Module 5	November 17(8 am) to December 7, (8 pm) Chapters: 16 & 17	
	All module 5 work	December 7, 8 pm
STRESS PORTFOLIO		December 7, 8 pm