Week One: August 22 - 28 Post on Main Discussion Board:

Introduce Yourself to the class (tell us how long you have been in respiratory care, how long you have been attending MSU, and what your long and short term goals are). If you would like, share a little about your family and where you are from. Our student base is expanding and crossing state lines. Please attach a picture of yourself and/or family.

Start considering topics (either educational or administrative) and various ideas that you might like to pursue—place on discussion board (can email me specific questions). This will be due by September 18, 2011. You may post more than one topic that you are considering. I am providing some examples of Administrative and Educational Topics that have been utilized by students in the past.

PROJECT TOPIC EXAMPLES:

**Educational:**

Skills Fair—developed and implemented an annual competency skills check off to be used by education department at hospital facility providing a fun and organized atmosphere which eventually went hospital wide

Poster Presentation—accepted and presented at the national AARC convention

Equipment In-Service—presented to respiratory therapists, nursing, and/or physicians

Asthma Education—target audience pediatric patients and parents including peak flows and MDI administration

Target audience school nurses and teachers presented at teachers workday

**Administrative:**

Development and implementation of new policy and procedure including evaluation process

Development and implementation of protocol including outcome documentation

Development and implementation of smoking cessation hospital wide including entire department smoke-free with incentives

Development and implementation of preceptor evaluations for new orientees in NNICU

Week Two: August 29 – September 4:
Post topics you are considering on the Main Discussion Board

Week Three: September 5 – 11:
Respond to other student’s posted topics with ideas that might be considered

Week Four: September 12 - 18
Select Your Topic and submit to me via WebCT email by September 18 along with projected timeline.

Week 5: September 19 - 25
Begin working on project and select time and place for presentation.

Week 6: September 26 – October 2
Continue working on project

Week 7: October 3 - 9

Week 8: October 10 - 16

Week 9: October 17 - 23

Week 10: October 24 - 30
Complete project and submit with evaluations from presentation (can mail, scan, or fax evaluations).

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Week 11: October 31 – November 6
Submit project via assignment icon by midnight November 6, 2011. Also, post project on discussion board for the group to view and evaluate. I will post forms for each student to evaluate projects and email to me as we near this date. Be sure and submit the journal with time entries at this time as well.

Week 12: November 7 - 13

Week 13: November 14 - 20
Post comments on projects to the discussion board. Submit evaluations via email to me.

Week 14: November 21 - 28

Post comments on this course to the discussion board. Please include suggestions to improve this course.