

Syllabus

Course Name Course Number: HNSC-7720: Applied
Human Nutrition Practicum 3
(Spring/summer 2025)

Faculty of Graduate

Studies/Agricultural and Food Sciences



**University
of Manitoba**

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COURSE DETAILS

Course Title & Number:	HNSC 7700: Applied Human Nutrition Practicum 3
Number of Credit Hours:	3
Class Times & Days of Week:	Variable
Location for classes/labs/tutorials:	Offsite practicum placements in the community and large group experiential learning opportunities in-class and community settings
Pre-Requisites:	Restricted to MAHN program students.

Instructor Contact Information

Instructor(s) Name & Preferred Form of Address:	Jessica Rutherford
Office Location:	n/a
Office Hours or Availability:	Office hours by appointment, please contact me.
Email:	MAHN.info@umanitoba.ca

Course Description

General Course Description

Practicum placement, in approved, dietetics-related settings in the Fall term in partial fulfillment of the Integrated Competencies for Dietetic Education and Practice. Restricted to students in the MAHN Program. Course graded pass/fail.

Course Goals

384 hours of practicum placement in approved dietetic- related settings and 35 hours of instructor led group experiential learning workshops to provide hands-on opportunities to partially fulfill the Integrated Competencies for Dietetic Education and Practice.

Course Learning Objectives

The following learning objectives will be addressed in this course, as positioned in relationship to Miller's Pyramid of Competency for practicum assessment:

- Demonstrate integration of performance into practice ("Does") in relationship to the 7 practice competency domains established within the Integrated Competencies for Dietetic Education and Practice (ICDEP), including:
 - Food and Nutrition Expertise
 - Professionalism and Ethics
 - Communication and Collaboration
 - Management and Leadership
 - Nutrition Care
 - Population Health Promotion
 - Food Provision
- Demonstrate oral and written communication skills through written assignments.
- Demonstrate project management skills through assignments.

Textbook, Readings, and Course Materials

Required textbook: Nutrition Services, Adult Clinical Handbook. *Winnipeg Regional Health Authority*. <https://professionals.wrha.mb.ca/nutrition/clinical-handbook/>. A printed version is available for purchase at the UM Bookstore. For students that would prefer to print their own copy, an electronic PDF version is available to print from the HNSC 7700 UM Learn portal. You are required to obtain a printed copy and to bring the printed copy with you to all nutrition care focused placements.

Additional readings will be assigned from peer-reviewed journal articles and other open access resources.

Required course materials: A 3-ring binder and a scientific calculator. You are required to bring these materials to all in-class sessions and to placement.

Using Copyrighted Materials

Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and university guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at <http://umanitoba.ca/copyright/> or contact um_copyright@umanitoba.ca.

Course Technology

Technical requirements for this course include: Computer with a working web browser, JavaScripted, Adobe Flash Player, internet access, speakers or headphones, and microphone.

All assignments and course materials can be accessed in UMLearn.

Use of technology (laptops, phones, and tablets) are permitted for learning purposes. Students must abide by the electronic communication device usage policies stipulated in the MAHN Handbook.

Expectations: I Expect You To

Class Communication:

- You are required to obtain and use your University of Manitoba email account for all communication between yourself and the university. All communication must comply with the Electronic Communication with Student Policy: http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html.
- I expect interactions with the instructor, with other students in the class and with preceptors will be respectful.
- I expect you to review course announcements on the UM Learn course website at least weekly.
- I expect you to check your University of Manitoba e-mail account at least once a day on weekdays.
- I expect you to demonstrate initiative and problem solving. Before reaching out to me with questions, review the MAHN handbook, course announcements and other sources of information to see if you can answer your question through these means. I will not respond to e-mails that are seeking information that is already provided on the UM Learn HNSC 7700 course

site. I will be happy to expand on or clarify information provided but you must indicate in your e-mail where you have already sought information or the information that you need clarified.

- When receiving feedback on assignments or quizzes you must wait 24 hours before e-mailing your instructor about your grade.

Professionalism:

- I expect you to always conduct yourself in a professional manner during practicum placement and during experiential learning weeks. Review the MAHN handbook for details related to expectations of professional conduct.
- I expect you to come to placement and workshops having completed all pre-reading and assignments, prepared to learn and to actively participate.
- I expect you to comply with all University of Manitoba Policies and Procedures including the [Respectful Work and Learning Policy](#) which requires all to staff and students to be respectful of others in and outside of the classroom.
- I expect you to arrive and depart placements and Experiential Learning Week (ELW) workshops at the scheduled time.
- I expect you to follow University and MAHN policies and procedures for absence from practicum and ELW workshops.

Academic Integrity:

Each student in this course is expected to abide by the University of Manitoba [Academic Integrity principles](#). Always remember to reference the work of others that you have used. Also be advised that you are required to complete your assignments independently unless otherwise specified. If you are encouraged to work in a team, ensure that your project complies with the academic integrity regulations. You must do your own work during exams. Inappropriate collaborative behavior and violation of other Academic Integrity principles, will lead to the serious [disciplinary action](#). Visit the [Academic Calendar](#), [Student Advocacy](#), and [Academic Integrity](#) web pages for more information and support.

Refer to specific course requirements for academic integrity for individual and group work such as:

- I. Group projects are subject to the rules of academic dishonesty;
- II. Group members must ensure that a group project adheres to the principles of academic integrity; and
- III. All work should be completed independently unless otherwise specified.

Use of Generative Artificial Intelligence (genAI) technology

Students may choose to use generative artificial intelligence (AI) tools for understanding course materials and for assignments in this course carefully. Any submitted work is expected to be original work produced by the student alone. Any content produced by an artificial intelligence tool must be cited appropriately. For citation, please check APA 7: <https://apastyle.apa.org/blog/how-to-cite-chatgpt>. Generative artificial intelligence tools are not allowed to be used during quizzes. For all assignments, students must submit a list of all AI search terms used to complete the assignment

Recording Class Lectures:

No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission from the instructor. Course materials (both paper and digital) are for the participant's private study and research.

Student Accessibility Services:

The University of Manitoba is committed to providing an accessible academic community. [Students Accessibility Services \(SAS\)](#) offers academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services
 520 University Centre
 Phone: (204) 474-7423
 Email: Student_accessibility@umanitoba.ca

Expectations: You Can Expect Me To

- I will be respectful and will foster a safe and respectful learning environment.
- I will respond to e-mail messages within 48 hours during the week. E-mail messages received during the evening or on the weekend will be responded to during the work week.
- I will only respond to correspondence sent to my UManitoba e-mail from your UManitoba e-mail.
- I will not respond to communication related to assignments sent within 24 hours of assignment feedback.
- I will not respond to requests for information that is already provided in the MAHN handbook, course announcements or within other documents on the UM Learn HNSC 7700 course site. It is your responsibility to seek out this information. If you need further clarification about the information, you must first identify the source of information, and the clarification required.
- When it is necessary to cancel an experiential learning class due to exceptional circumstances, I will make every effort to inform students via UManitoba email.
- I will only accept assignments as per the assignment submission process described on the assignment.
- I will provide assignment feedback and grades with 2 weeks of assignment due date.

CLASS SCHEDULE AND COURSE EVALUATION

Dates	Content	Required Readings or any Pre-class Preparation	Evaluation	
			Type of Assessment	Value of Final Grade
Tues Apr 15- Fri April 18	Placement 5 week 1	Individually assigned reading modules	Quiz(zes) Completed placement orientation checklist	(counts toward 10%) 1%
Tues Apr 22-	Placement 5 week 2			

Fri April 25				
Tues Apr 29- Fri May 2	Placement 5 week 3		Student interim placement assessment form	(counts toward 45%)
Tues May 6 to Fri May 9	Placement 5 week 4			
Tues May 13 to Fri May 16	Placement 5 week 5			
Tues May 20 to Fri May 23	Placement 5 week 6		Student final placement assessment form	(counts toward 45%)
Tues May 27 to Fri May 30	Experiential Learning Week		Reflection on practicum experience presentation	3%
Tues June 3 to Fri Jun 6	Placement 6 week 1		Completed placement orientation checklist	1%
Tues June 10 to Fri Jun 13	Placement 6 week 2			
Tues June 17 to Fri Jun 20	Placement 6 week 3			
Tues June 24 to Fri Jun 27	Placement 6 week 4		Submission of placement assessment form (required if student had outstanding competencies to complete)	(counts toward 45%)

Wed Jul 2 to Fri Jun 4	Placement 6 week 5		Communication and Leadership assignment group assessment forms due	Assignment worth 30%
Tues July 8 to Fri July 11	Placement 6 week 6	Module 2- Experiential Learning week	Quiz module 2 Professional staff experience evaluation (submitted by preceptor)	(counts toward 10%) (Counts toward 45%)
Tues July 15 to Fri July 18	Wrap up week			

Grading

Letter Grade	Percentage out of 100	Final Grade Point
A+	90-100	Pass
A	80-89	Pass
B+	75-79	Pass
B	70-74	Pass
C+	65-69	Pass
C	60-64	Pass
D	50-59	Fail
F	Less than 50	Fail

ASSIGNMENTS

Placement Performance: Achievement of required competencies and successful completion of professional staff experience. 45% (pass/ fail)

Pre-Placement Quizzes: 5% (student must score at least 70% on each quiz to proceed to placement)- NO quizzes for placement 6

Placement orientation checklist: 2%

- Placement 5 checklist (1%)
- Placement 6 checklist (1%)

Student professionalism, preparedness and initiative evaluation: 15%

Placement 5- Preceptor led (6%)

Placement 6- Preceptor led (6 %)

Experiential learning weeks- Instructor led (3%)

Reflecting on practicum experience presentation: May experiential learning week: 3%

Communication and Leadership Assignment :30%

Late quizzes will not be accepted. Students will not proceed to placement without successful completion of the pre-placement quiz

Late assignments/evaluations: will be deducted 10% per day.

UNIVERSITY SUPPORT OFFICES & POLICIES

Schedule "A"

Writing and Learning Support

The Academic Learning Centre (ALC) offers services that may be helpful to you throughout your academic program. Through the ALC, you can meet with a learning specialist to discuss concerns such as time management, learning strategies, and test-taking strategies. The ALC also offers peer supported study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In these study groups, students have opportunities to ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.

You can also meet one-to-one with a writing tutor who can give you feedback at any stage of the writing process, whether you are just beginning to work on a written assignment or already have a draft. If you are interested in meeting with a writing tutor, reserve your appointment two to three days in advance of the time you would like to meet. Also, plan to meet with a writing tutor a few days before your paper is due so that you have time to work with the tutor's feedback.

These Academic Learning Centre services are free for U of M students. For more information, please visit the Academic Learning Centre website at: <http://umanitoba.ca/student/academiclearning/>

You can also contact the Academic Learning Centre by calling 204-480-1481 or by visiting 205 Tier Building.

University of Manitoba Libraries (UML)

As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you may have, regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you in-person. A complete list of liaison librarians can be found by subject: <http://bit.ly/WcEbA1> or name: <http://bit.ly/1tJ0bB4>. In addition, general library assistance is provided in person at 19 University Libraries, located on both the Fort Garry and Bannatyne campuses, as well as in many Winnipeg hospitals. For a listing of all libraries, please consult the

following: <http://bit.ly/1sXe6RA>. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the Libraries' homepage: www.umanitoba.ca/libraries.

For 24/7 mental health support, contact the Mobile Crisis Service at 204-940-1781.

Student Counselling Centre

Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling. *Student Counselling Centre:*

<http://umanitoba.ca/student/counselling/index.html>

474 University Centre or S207 Medical Services

(204) 474-8592

Student Support Case Management

Contact the Student Support Case Management team if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team.

Student Support Intake Assistant <http://umanitoba.ca/student/case-manager/index.html>

520 University Centre

(204) 474-7423

University Health Service

Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation.

University Health Service <http://umanitoba.ca/student/health/>

104 University Centre, Fort Garry Campus

(204) 474-8411 (Business hours or after hours/urgent calls)

Health and Wellness

Contact our Health and Wellness Educator if you are interested in [peer support from Healthy U](#) or information on a broad range of health topics, including physical and mental health concerns, alcohol and substance use harms, and sexual assault.

Health and Wellness Educator <https://umanitoba.ca/student/health-wellness/welcome-about.html>
britt.harvey@umanitoba.ca

Live Well @ UofM

For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site:

<http://umanitoba.ca/student/livewell/index.html>

All students are required to respect copyright as per Canada's *Copyright Act*. Staff and students play a key role in the University's copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community. Visit <http://umanitoba.ca/copyright> for more information.

Your rights and responsibilities

As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The [Academic Calendar](http://umanitoba.ca/student/records/academiccalendar.html) <http://umanitoba.ca/student/records/academiccalendar.html> is one important source of information. View the sections *University Policies and Procedures* and *General Academic Regulations*.

While all of the information contained in these two sections is important, the following information is highlighted.

- If you have questions about your grades, talk to your instructor. There is a process for term work and final **grade appeals**. Note that you have the right to access your final examination scripts. See the Registrar's Office website for more information including appeal deadline dates and the appeal form <http://umanitoba.ca/registrar/>
- You are expected to view the General Academic Regulation section within the Academic Calendar and specifically read the **Academic Integrity** regulation. Consult the course syllabus or ask your instructor for additional information about demonstrating academic integrity in your academic work. Visit the Academic Integrity Site for tools and support <http://umanitoba.ca/academicintegrity/> View the **Student Academic Misconduct** procedure for more information.
- The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected to conduct yourself in an appropriate respectful manner. Policies governing behavior include the:

Respectful Work and Learning Environment

http://umanitoba.ca/admin/governance/governing_documents/community/230.html

Student Discipline

http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html
and,

Violent or Threatening Behaviour

http://umanitoba.ca/admin/governance/governing_documents/community/669.html

- If you experience **Sexual Assault** or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting. The **Sexual Assault** policy may be found at:
http://umanitoba.ca/admin/governance/governing_documents/community/230.html
More information and resources can be found by reviewing the Sexual Assault site <http://umanitoba.ca/student/sexual-assault/>
- For information about rights and responsibilities regarding **Intellectual Property** view the policy https://umanitoba.ca/governance/sites/governance/files/2021-06/Intellectual_Property_Policy_-_2013_10_01_RF.pdf

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site

<http://umanitoba.ca/faculties/>

Contact an **Academic Advisor** within our faculty/college or school for questions about your academic program and regulations <http://umanitoba.ca/academic-advisors/>

Student Advocacy

Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.

<http://umanitoba.ca/student/advocacy/>

520 University Centre

204 474 7423

student_advocacy@umanitoba.ca

FOUNDATIONAL KNOWLEDGE CONTENT AREAS FOR DIETETICS EDUCATION

This course is designed to meet the Integrated Competencies for Dietetic Education and Practice (ICDEP, 2020, Version 3.0).