University of Florida  
College of Public Health & Health Professions Syllabus  

CLP 7934, Special Topics: Directed Reading-Neuropsychology of Aging  
Section Number: 073F, Fall: 2017 (3 credit hours)  

Meeting time/place: n/a (online class)  
Delivery Format: Online  
Course Website or E-Learning: http://elearning.ufl.edu  

Instructor Name: Michael Marsiske  
Office: HPNP 3179  
Phone Number: (352) 273-5097  
Email Address: marsiske@phhp.ufl.edu  
Office Hours: By appointment  
Preferred Course Communications: Email  

Prerequisites: Admitted, in good standing, to the Graduate School at the University of Florida. No other pre-requisites apply. Students are expected to seek out additional foundational reading and materials in areas that are challenging for them; students are invited to ask course instructors for recommendations.  

PURPOSE AND OUTCOME  

Course Overview. This directed reading course introduces students to contemporary theory, method, and findings regarding normal cognitive aging, neuropsychology (based mainly on research with brain-damaged individuals) and cognitive neuroscience. The readings will consider normal and pathological cognitive changes, potential etiologies and comorbidities, as well as recent thinking on intervention approaches for late life cognition. The selection of topics and instructors also reflects the unique profile of expertise among University of Florida Division of Neuropsychology faculty..  

Relation to Program Outcomes. This course counts as a “Neuropsychology elective” for doctoral students in Clinical and Health Psychology. It also satisfies one of the elective requirements of the Graduate Certificate in Gerontology.  

Instructional Methods  

This online course is a directed reading course. Students will access personal-use electronic copies of all assigned readings in this course (online, in the UF Canvas system). Each week, students will be expected to summarize, synthesize and integrate readings (along with outside material they choose to bring in) so that they can explain readings to others. This will take the form of a weekly executive summary produced by the student (see “Assignments” below for details).
Course Objectives and/or Goals

As noted above, this is a very different class from other in-person or online courses you may have taken. It is a directed reading class. That means there are no lectures or prepared materials. The overarching goal of the class is to see what you can extract and explain from primary source readings.

The philosophical underpinning of the learning approach is the Feynman method (http://lifehacker.com/the-feynman-technique-helps-you-study-faster-and-retain-1790501936), which emphasizes active learning over passive learning. And the hallmark of active learning is that you can EXPLAIN the topic simply to someone else.

In this class, doctoral students from diverse backgrounds will read primary source literature on cognitive and neuropsychological changes associated with aging and age-related disease. Students are expected to demonstrate their higher level skills, as doctoral trainees, to integrate, analyze, summarize, explain and critique primary source empirical research. Students in this class will produce weekly infographic-rich executive summaries of their readings, in order to:

1. Explain and summarize the content of each week’s readings, using minimal jargon, specialized vocabulary, or acronyms, so that a typical naive undergraduate student could learn from it
2. Integrate and organize the readings, drawing linkages across articles within and between weeks, in order to describe higher order themes about cognitive aging
3. Appraise and critique the weekly articles in order to draw conclusions about the quality of the evidence for the week’s topic, so that they may identify critical next steps to be addressed by the research field

Weekly assignments serve two functions:

(a) a reading check (so they should incorporate content from all assigned readings), but also
(b) an application of the Feynman method, showing the ability to synthesize, summarize and extract “big picture” themes from the readings via infographic, image-rich executive summary presentations.
DESCRIPTION OF COURSE CONTENT

Topical Outline/Course Schedule

Specific weekly readings are listed in the appendix to this syllabus

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic(s)</th>
<th>Assignment due date (11:59 pm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/24</td>
<td>Normal cognitive changes</td>
<td>8/31</td>
</tr>
<tr>
<td>2</td>
<td>8/31</td>
<td>Neuroimaging/neuroscience methods and aging</td>
<td>9/7</td>
</tr>
<tr>
<td>3</td>
<td>9/7</td>
<td>Memory aging</td>
<td>9/14</td>
</tr>
<tr>
<td>4</td>
<td>9/14</td>
<td>Visuospatial aging</td>
<td>9/21</td>
</tr>
<tr>
<td>5-6</td>
<td>9/21</td>
<td>The Dementias, 1 &amp; 2</td>
<td>10/5</td>
</tr>
<tr>
<td>7</td>
<td>10/5</td>
<td>Possible explanations: White matter accounts</td>
<td>10/12</td>
</tr>
<tr>
<td>8</td>
<td>10/12</td>
<td>The cognitive neuropsychology of depression in the elderly</td>
<td>10/19</td>
</tr>
<tr>
<td>9</td>
<td>10/19</td>
<td>Stress-diathesis models of cognitive aging: Sample case of post-operative cognitive dysfunction</td>
<td>10/26</td>
</tr>
<tr>
<td>10</td>
<td>10/26</td>
<td>Cardiovascular function and its role in cognitive aging: Sample case from the laboratory of Ronald Cohen</td>
<td>11/2</td>
</tr>
<tr>
<td>11</td>
<td>11/2</td>
<td>Stroke: Cognitive sequelae</td>
<td>11/9</td>
</tr>
<tr>
<td>12</td>
<td>11/9</td>
<td>Parkinson’s disease: Cognitive sequelae</td>
<td>11/16</td>
</tr>
<tr>
<td>13</td>
<td>11/16</td>
<td>Interventions 1</td>
<td>11/30</td>
</tr>
<tr>
<td>14</td>
<td>11/30</td>
<td>Interventions 2</td>
<td>12/7</td>
</tr>
</tbody>
</table>

Caveat:
The above schedule and procedures in this course are subject to change in the event of extenuating circumstances. Any changes will be announced in class, and the student is personally responsible for obtaining updated information regarding those changes.

Course Materials

Each week is associated with readings (empirical articles, meta-analyses, review chapters, theoretical papers, fact sheets, consensus statements). These are detailed below in the weekly calendar, and electronic copies will be provided at the class elearning site. The specific weekly reading list is given in the bibliography in the appendix of this syllabus.

Technology

Students are required to access all materials in Canvas, and to submit all materials in Microsoft format (Office, Powerpoint) in Canvas. Software can be obtained at https://software.ufl.edu/agreements/microsoft/student/downloads/. Readings are provided in Adobe pdf format, and can be accessed via the free Adobe Acrobat reader http://www.adobe.com/products/reader.html.

For issues with technical difficulties for E-learning please contact the UF Help Desk at:
  - Learning-support@ufl.edu
Managing e-learning technical issues

- If you cannot upload a document due to technical problems (e.g., if Canvas is down), you may e-mail Dr. Marsiske. The timestamp on your e-mail will serve as the time submitting. In such cases, please upload your assignment to Canvas as well, once the technical issue is resolved. We also require you to contact the UF Helpdesk and obtain a “problem ticket number” to further document your good-faith attempts to resolve the technical problem. Official text:
  - Don’t wait until the last minute. Know when the [assignment] is due and leave yourself plenty of time.
  - [Finish your assignment] during Help Desk hours (http://helpdesk.ufl.edu) so that if you encounter problems, there will be someone available to help you.
  - Make sure you have a dependable internet connection.
  - Use a current, updated browser and operating system
  - Make sure you read your instructions carefully before beginning the assignment.
  - If you encounter any unexpected behavior (error messages, inability to log in, etc.,) take a screen shot of the problem (Print Scrn) and paste (CTRL+V) into a program like Word or Paint. Save this file. This is important so that your instructor knows your problem is legitimate, and to assist the UF Computing Help Desk in helping you fix the problem.
  - If you encounter problems that prevent you from [completing the assignment], immediately call the UF Computing Help Desk at 352-392-4357. Keep the ticket number for future reference.
  - When you are done with your [assignment], be sure you submit it! If you do not see a successful submission message, your test is still in progress. You will not get a grade until you submit.

ACADEMIC REQUIREMENTS AND GRADING

Assignments

The grade for the class will be based on the weekly Executive Summaries. Each Executive Summary will be weighted to count for the exact same proportion of your final grade, even if varying numbers of pages-to-read are given to each week.

1. Submitted Executive Summaries. Submit via Canvas.

The Executive Summary should:

a. Be 6-8 pages (this will vary on how dense your presentation is) (For the Dementias combined weeks 5 and 6, this should be doubled!). Most students submit this as a powerpoint.
b. The goal is for it to be an INTEGRATIVE SUMMARY of themes and ideas in the readings of the week, and should also include critiques (‘unanswered questions’, ‘methodological issues’) that emerge from your critical reading of the material.

c. Your approach to reviewing the articles to to provide a summary/synthesis/integration/analysis of what you have read

- the executive summary should not be a point-by-point review of each article, but should provide the “big picture”

- the summary should be at the level of “what you would tell an educated layperson about this week’s materials”

d. Use as few words as possible. Images (graphs, tables, figures from the readings, as well as your own summary charts, bulleted lists, or images from the internet—properly credited) should be the centerpiece of these summaries. Your general goal should be to summarize the material in the style of an infographic (see below).

e. You are encouraged to draw on materials outside of the required readings (e.g., Wikipedia definitions, illustrative images, background info not contained in the readings). However, this must not come at the expense of materials in the readings. The key point of these assignments is to show that you have read, understood, and synthesized the week’s materials. So that should always be your main goal.

Executive summary resources

The resources that follow are not specific to the in-class exercises, because we haven’t found good models for these. Please be assured that in the early weeks, as we figure out the optimal format, grading will be lenient and comments will help shape the product. A major intent of this assignment is also to allow you to be creative and flexible in how you approach your summaries.

- [http://massdmg.com/2012/02/5-steps-to-an-awesome-executive-summary/](http://massdmg.com/2012/02/5-steps-to-an-awesome-executive-summary/) (I think this one might be pretty good)
- Completely not research, but nicely segmented thematically in a way I could imagine for articles: [https://www.herndon-va.gov/Content/FY2013ARExecSummaryFINAL.pdf?cnlid=5682](https://www.herndon-va.gov/Content/FY2013ARExecSummaryFINAL.pdf?cnlid=5682)
- Later pages of this (too long) one are research … [https://credo.stanford.edu/documents/NCSS%202013%20Executive%20Summary.pdf](https://credo.stanford.edu/documents/NCSS%202013%20Executive%20Summary.pdf)
## Grading

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due date (11:59 pm)</th>
<th>% of final grade (must sum to 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1 Assignment</td>
<td>8/31</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 2 Assignment</td>
<td>9/7</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 3 Assignment</td>
<td>9/14</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 4 Assignment</td>
<td>9/21</td>
<td>14.32%</td>
</tr>
<tr>
<td>Week 5-6 Assignment</td>
<td>10/5</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 7 Assignment</td>
<td>10/12</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 8 Assignment</td>
<td>10/19</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 9 Assignment</td>
<td>10/26</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 10 Assignment</td>
<td>11/2</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 11 Assignment</td>
<td>11/9</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 12 Assignment</td>
<td>11/16</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 13 Assignment</td>
<td>11/30</td>
<td>7.14%</td>
</tr>
<tr>
<td>Week 14 Assignment</td>
<td>12/7</td>
<td>7.14%</td>
</tr>
</tbody>
</table>

The grading rubric for each executive summary is as follows, and comments upon grading will help explain the points assigned.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>not attempted</td>
</tr>
<tr>
<td>7</td>
<td>“mercy point” (e.g., you submitted something, but there is evidence of minimal effort, many of the major items of the week were not included in the executive summary)</td>
</tr>
<tr>
<td>8</td>
<td>Acceptable summary, but clear room for improvement (e.g., too text-dense, too many of the main ideas from the articles missing, little attention to design or readability, organizational structure is poor or unclear, too long – not enough of a summary)</td>
</tr>
<tr>
<td>9</td>
<td>Very good summary, with minimal room for improvement (e.g., small areas of deficit, like a few missing main ideas, ratio of text to images could show improvement, too much reliance on acronyms or jargon without explaining)</td>
</tr>
<tr>
<td>10</td>
<td>Excellent summary, with little or no room for improvement (all major key points from the articles are covered, level of summary is thorough but not exhaustive, good balance of summary text to illustrative graphics)</td>
</tr>
</tbody>
</table>
See below for additional policy on late submissions.

Note that after your PowerPoint has been graded, it may be distributed to other class members for review and mutual learning.

Point system used (i.e., how do course points translate into letter grades).

<table>
<thead>
<tr>
<th>Points earned</th>
<th>93-100</th>
<th>90-92</th>
<th>87-89</th>
<th>83-86</th>
<th>77-79</th>
<th>73-76</th>
<th>70-72</th>
<th>67-69</th>
<th>63-66</th>
<th>60-62</th>
<th>Below 60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letter Grade</td>
<td>A</td>
<td>A-</td>
<td>B+</td>
<td>B</td>
<td>B-</td>
<td>C+</td>
<td>C</td>
<td>C-</td>
<td>D+</td>
<td>D</td>
<td>D-</td>
</tr>
<tr>
<td>Points</td>
<td>4.0</td>
<td>3.67</td>
<td>3.33</td>
<td>3.0</td>
<td>2.67</td>
<td>2.33</td>
<td>2.0</td>
<td>1.67</td>
<td>1.33</td>
<td>1.0</td>
<td>0.67</td>
</tr>
</tbody>
</table>

Please be aware that a C- is not an acceptable grade for graduate students. A grade of C counts toward a graduate degree only if an equal number of credits in courses numbered 5000 or higher have been earned with an A.

For greater detail on the meaning of letter grades and university policies related to them, see the Registrar’s Grade Policy regulations at: http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Exam Policy.

No exams for this class

Policy Related to Extra Credit

For student evaluations of teaching (https://evaluations.ufl.edu), all members of the class will be awarded one (1) bonus point if 80% of the enrolled class completes evaluations, and two (2) bonus points if 100% of the enrolled class completes evaluations.

Policy Related to Make up Exams or Other Work

For homework, late submissions are not encouraged. Late submissions will be accepted for up to 7 days, but with the following penalty schedule:

With regard to missing or incomplete assignments, the following policies apply:

- Coordinator/instructors will not contact you about missing or incomplete assignments. It is your responsibility to check that the correct Summary has been submitted to Canvas on time

- It may be possible to avoid a late penalty IF YOU CONTACT THE INSTRUCTOR AT LEAST 24 HOURS IN ADVANCE. You should email the course coordinator and explain what issue (e.g., bereavement, illness) necessitates lateness. In some cases, documentation may be requested. If a lateness allowance is agreed to, this applies to a single assignment only. It does not allow you to delay future assignments. Note, conference attendance or doctoral qualifying examinations or thesis/dissertation defenses do not constitute valid lateness excuses.
• If your assignment is late, you will lose 10% each day up to the seventh day, after which a zero grade will be assigned. Each assignment is initially graded up to a total of 10 points according to the rubric (before it is converted to 6.67% or 13.33% of your grade, depending on assignment). Thus, if an assignment is worth a maximum of 10 points, you will lose 1 point for each late day. “Late” begins one minute after the due time (e.g., an assignment due at 11:59 pm is considered late at midnight). Penalties are as follows:

<table>
<thead>
<tr>
<th>Late Period</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 minute to 24 hours late</td>
<td>10% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>1 day + 1 minute late to 48 hours late</td>
<td>20% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>2 days + 1 minute late to 72 hours late</td>
<td>30% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>3 days + 1 minute late to 96 hours late</td>
<td>40% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>4 days + 1 minute late to 120 hours late</td>
<td>50% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>5 days + 1 minute late to 144 hours late</td>
<td>60% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>6 days + 1 minute late to 168 hours late</td>
<td>70% of maximum deducted from achieved grade</td>
</tr>
<tr>
<td>7 days + 1 minute late or longer</td>
<td>100% of maximum deducted from achieved grade</td>
</tr>
</tbody>
</table>

**NOTE:** UPLOADING THE WRONG DOCUMENT IS SAME-AS-LATE, even if you have documentation that you completed the document on time. It is your responsibility to verify that you have uploaded the correct document. (You should open or download your uploaded homeworks and double- or triple-check that you have uploaded the right one).

○ There will be **no** exceptions to this policy.
○ If you have uploaded the wrong document, and Canvas does not allow you to correct this, you should IMMEDIATELY send the correct document to Dr. Marsiske via email.

Any requests for waiving of late penalties due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up. The Appendix to this syllabus includes additional details for managing technical issues.

**Incomplete grades:**

An incomplete grade may be assigned at the discretion of the instructor as an interim grade for a course in which the student has 1) completed a major portion of the course with a passing grade, 2) been unable to complete course requirements prior to the end of the term because of extenuating circumstances, and 3) obtained agreement from the instructor and arranged for resolution (contract) of the incomplete grade. Instructors assign incomplete grades following consultation with Department Chairs.

**Policy Related to Required Class Attendance**

There is no specific attendance requirement for this online class, but all weekly assignments must be submitted, without exception. All classes are bound by the UF Attendance Policy.
For information regarding the UF Attendance Policy see the Registrar website for additional details: [http://www.registrar.ufl.edu/catalogarchive/01-02-catalog/academic_regulations/academic_regulations_013_.htm](http://www.registrar.ufl.edu/catalogarchive/01-02-catalog/academic_regulations/academic_regulations_013_.htm)

STUDENT EXPECTATIONS, ROLES, AND OPPORTUNITIES FOR INPUT

**Inclusive Learning Environment.**
Public health and health professions are based on the belief in human dignity and on respect for the individual. As we share our personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion, where every individual feels valued. We believe in, and promote, openness and tolerance of differences in ethnicity and culture, and we respect differing personal, spiritual, religious and political values. We further believe that celebrating such diversity enriches the quality of the educational experiences we provide our students and enhances our own personal and professional relationships. We embrace The University of Florida’s Non-Discrimination Policy, which reads, “The University shall actively promote equal opportunity policies and practices conforming to laws against discrimination. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.” If you have questions or concerns about your rights and responsibilities for inclusive learning environment, please see your instructor or refer to the Office of Multicultural & Diversity Affairs website: [www.multicultural.ufl.edu](http://www.multicultural.ufl.edu)

**Expectations Regarding Course Behavior**

Students are expected to complete all work by the deadline stated, and to contact the instructor *in advance* with any problems related to completing course assignments.

**Communication Guidelines**

A discussion board exists in Elearning for any open questions about course materials and assignments. You are welcome to post any questions. Please be respectful, and follow UF Netiquette guidelines. [http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf](http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf). Please do not use the open forums for complaints or criticisms. Please do not post your suspected “answers” for any questions, so as not to interfere with the independent problem solving of other students.

**Academic Integrity**

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge:
“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”

You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied:

“On my honor, I have neither given nor received unauthorized aid in doing this assignment.”

It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details:

https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/

http://gradschool.ufl.edu/students/introduction.html

Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

Online Faculty Course Evaluation Process

*For student evaluations of teaching ([https://evaluations.ufl.edu](https://evaluations.ufl.edu)), all members of the class will be awarded one (1) bonus point if at least 80% of the enrolled class completes evaluations, and two (2) bonus points if 100% of the enrolled class completes evaluations.*

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at [https://evaluations.ufl.edu](https://evaluations.ufl.edu) so make sure you include a statement regarding the value and expectation for student participation in course evaluations. We suggest you include a comment regarding how you will use the evaluations (e.g. to make specific improvements to the course and teaching style, assignments, etc.). It is also important to make some statement regarding the direct influence they have on faculty tenure and promotion, so your input is valuable. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at [https://evaluations.ufl.edu/results/](https://evaluations.ufl.edu/results/)
Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Accommodations for Students with Disabilities
If you require classroom accommodation because of a disability, you must register with the Dean of Students Office http://www.dso.ufl.edu within the first week of class. The Dean of Students Office will provide documentation to you, which you then give to the instructor when requesting accommodation. The College is committed to providing reasonable accommodations to assist students in their coursework.

Counseling and Student Health (Health, Wellness, and Academic Resources)
Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

Health and Wellness

- **U Matter We Care**: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student
- **Counseling and Wellness Center**: offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: http://www.counseling.ufl.edu/cwc/Default.aspx or call (352) 392-1575. On line and in person assistance is available.
- **University Police Department** (352) 392-1111 or 9-1-1 for emergencies; see also http://www.police.ufl.edu
- **The Student Health Care Center at Shands** is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: https://shcc.ufl.edu/
- **Crisis intervention** is always available 24/7 from: Alachua County Crisis Center: (352) 264-6789 http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx
- **Sexual Assault Recovery Services** (SARS), Student Health Care Center, (352) 392-1161

Academic Resources

- **E-learning technical support**, 352-392-4357 (selection option 2) or e-mail to Learning-support@ufl.edu, https://elearning.ufl.edu
• Library Support, http://cms.uflib.ufl.edu/ask. Various ways to receive assistance with respect to using the libraries or finding resources

BUT – Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.
## APPENDICES

### Readings

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Normal cognitive changes</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week</th>
<th>Readings</th>
</tr>
</thead>
</table>
| 2    | **Neuroimaging/neuroscience methods and aging**  
06. Neuroimaging of healthy cognitive aging.  
By Dennis, Nancy A.; Cabeza, Roberto  
07. Alterations in the BOLD fMRI signal with ageing and disease: a challenge for neuroimaging.  
D'Esposito M, Deouell LY, Gazzaley A.  
08. Imaging aging: Present and future.  
By Hayes, Scott M.; Cabeza, Roberto  
Alzheimer's research & therapy, 5(6), 1.  
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| 8    | **The cognitive neuropsychology of depression in the elderly**  
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| 9    | **Stress-diathesis models of cognitive aging: Sample case of post-operative cognitive dysfunction**  


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| 10   | **Cardiovascular function and its role in cognitive aging: Sample case from the laboratory of Ronald Cohen**  
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Appendix: Acceptable Collaboration

On Collaboration

What constitutes acceptable levels of collaboration in this class? Please just treat this as "continuing education". It is here for your reference, but if (after reading this) you feel like you may have gone beyond acceptable and want to discuss it, please get in touch with me or one of the teaching assistants at your convenience.

The short answer about how much collaboration is acceptable is "As specified in the syllabus, and in the UF Honor Code". Let's review those items quickly, and then go a little deeper.

=========

1. UF Honor Code:

A key phrase in this honor code relates to "ambiguity": "It is the responsibility of the student to seek clarification on whether or not use of materials or collaboration or consultation with another person is authorized prior to engaging in any act of such use, collaboration or consultation. If a faculty member has authorized a student to use materials or to collaborate or consult with another person in limited circumstances, the student shall not exceed that authority. If the student wishes to use any materials or collaborate or consult with another person in circumstances to which the authority does not plainly extend, the student shall first ascertain with the faculty member whether the use of materials, collaboration or consultation is authorized."


Key phrasing with regard to collaboration:

(a) Plagiarism. A student shall not represent as the student's own work all or any portion of the work of another. Plagiarism includes but is not limited to:

1. Quoting oral or written materials including but not limited to those found on the internet, whether published or unpublished, without proper attribution.

2. Submitting a document or assignment which in whole or in part is identical or substantially identical to a document or assignment not authored by the student.

(b) Unauthorized Use of Materials or Resources ("Cheating"). A student shall not use unauthorized materials or resources in an academic activity. Unauthorized materials or resources shall include:

1. Any paper or project authored by the student and presented by the student for the satisfaction of any academic requirement if the student previously submitted substantially the same paper or project to satisfy an academic requirement and did not receive express authorization to resubmit the paper or project.
2. Any materials or resources prepared by another student and used without the other student's express consent or without proper attribution to the other student.

3. Any materials or resources which the faculty member has notified the student or the class are prohibited.

4. Use of a cheat sheet when not authorized to do so or use of any other resources or materials during an examination, quiz, or other academic activity without the express permission of the faculty member, whether access to such resource or materials is through a cell phone, PDA, other electronic device, or any other means.

(c) Prohibited Collaboration or Consultation. A student shall not collaborate or consult with another person on any academic activity unless the student has the express authorization from the faculty member.

1. Prohibited collaboration or consultation shall include but is not limited to:

   a. Collaborating when not authorized to do so on an examination, take-home test, writing project, assignment, or course work.

   b. Collaborating or consulting in any other academic or co-curricular activity after receiving notice that such conduct is prohibited.

   c. Looking at another student's examination or quiz during the time an examination or quiz is given. Communication by any means during that time, including but not limited to communication through text messaging, telephone, e-mail, other writing or verbally, is prohibited unless expressly authorized.

2. It is the responsibility of the student to seek clarification on whether or not use of materials or collaboration or consultation with another person is authorized prior to engaging in any act of such use, collaboration or consultation. If a faculty member has authorized a student to use materials or to collaborate or consult with another person in limited circumstances, the student shall not exceed that authority. If the student wishes to use any materials or collaborate or consult with another person in circumstances to which the authority does not plainly extend, the student shall first ascertain with the faculty member whether the use of materials, collaboration or consultation is authorized.

======
2. Syllabus:

The syllabus says:

"On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied:

"On my honor, I have neither given nor received unauthorized aid in doing this assignment".
It is desirable and expected that take home assignments will stimulate conversation among classmates, and that classmates may actually mentor one another in the work. Students are also likely to discuss elements of the assignment with the instructor. It is expected, however, that **submitted** work will **solely** reflect the student's own efforts. Students are expected not to collaborate in thinking through slides, outlining slides, sharing slides, or preparing slides. The instructors will regularly check for "unusual congruence" in answers, and will discuss concerning instances with students involved. Where collaboration has been found, a zero grade will be assigned."

========

If you feel, based on the foregoing, that you are engaging in excessive levels of collaboration, and you believe this is because what you REALLY need is more instructional support, please let us know.

Please be aware that excessive collaboration can trigger a process that none of us wants to trigger! I'm copying a link below. In the interests of self-protection, we urge each of you to draw a clear firewall between YOUR work, and the work of other students in the class.

http://www.dso.ufl.edu/sccr/faculty/