

**University of Florida**  
**College of Agricultural and Life Sciences**  
**Food Science and Human Nutrition Department**

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Office Hours: Wednesday and Thursday from 2-3pm or by appointment

Class Hours: T: 10:40am -12:35pm; W: 10:40-11:30am via Zoom

**Course Description**

In-depth study and application of nutrition knowledge and research through a systematic review.

**Pre-requisites:**

None

**Course Objectives**

Upon completion of this course, students will

- a. Select appropriate procedures for collecting, analyzing, and interpreting data
- b. Examine the ethical standards for research
- c. Apply evidence-based guidelines when drafting the systematic review
- d. Demonstrate proficiency in professional technical oral and written communication skills

**Course Policies and Procedures**

**Maintaining Safety**

Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

**Grades are not curved and are not negotiable.**

All assignments **must be typed**. All assignments must be submitted (or post-marked) by 11:59pm on the day they are due unless otherwise indicated in the syllabus. Beginning with the due date, course work turned in late will be penalized by deducting 10% per day for up to 5 days from the total value of the assignment.

**Other:** Additional course information and materials will be posted on E-Learning in Canvas (<http://lss.at.ufl.edu/>) and/or available through the Marston Science Library online reserve system (Ares), the Academy of Nutrition and Dietetics website or other resources needed to complete assignments.

**Student Preparation for Class:** Students are expected to complete reading assignments in advance. Class preparation may require use of the Internet, library and/or other reference materials. Students are expected to bring materials printed from E-Learning in Canvas or other sites to class.

**How to Access E-Learning:**

- Access requires a Gatorlink account. If you need to establish a Gatorlink account, go to <http://www.gatorlink.ufl.edu/>.
- Once you have created a Gatorlink account, access e-Learning Support Services homepage at <http://lss.at.ufl.edu>. Select “e-Learning Login”. Log in using your Gatorlink ID. FYC 6934 should be listed under “My Workspace”. If you are unfamiliar with e-Learning in Sakai, select “Student Tutorials & FAQs from the menu.

**Online Course Evaluation Process:** Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

**Academic Honesty:** 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 assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. 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 more information regarding the Student Honor Code, please see: <https://www.dso.ufl.edu/sccr/process/student-conducthonor-code/>.

**Software Use:** All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

**Students with Disabilities:** The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation  
0001 Reid Hall, 352-392-8565, [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)

**Student Complaints:** The following link describes the University of Florida's policy related to student complaints. Residential Course: [https://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf)

**Campus Helping Resources:** Students experiencing crises or personal problems that interfere with their general wellbeing are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

Service	Location	Phone	Web site	Services provided
University Counseling and Wellness Center	3190 Radio Road	352-392-1575	<a href="http://www.counseling.ufl.edu/cwc/">www.counseling.ufl.edu/cwc/</a>	<ul style="list-style-type: none"> <li>▪ Counseling Services - individual and group</li> <li>▪ Groups and Workshops</li> <li>▪ Outreach and Consultation</li> <li>▪ Self-Help Library</li> <li>▪ Wellness Coaching</li> <li>▪ Training Programs</li> <li>▪ Community Provider Database</li> </ul>
U Matter We Care		352-294-CARE	<a href="http://www.umatter.ufl.edu">www.umatter.ufl.edu</a>	Care-related programs and resources for students and employees
Career Resource Center	First Floor J. Wayne Reitz Union	352-392-1601	<a href="http://www.crc.ufl.edu">www.crc.ufl.edu</a>	Career development assistance and counseling

**Other Information:** Lecture material and information are the property of the University of Florida and the course instructor and may not be used for any commercial purpose. Students found in violation may be subject to disciplinary action under the University's Student Conduct Code. Only students formally registered for the course are permitted to attend lectures and take quizzes/tests.

**Email:** Students are required to check their email account(s) daily (at least Monday through Friday) and respond to course/program related requests, inquiries, etc. in a timely manner.

**Attendance:** Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> . When an absence does occur, the student is responsible for the material covered during the absence. When possible, the student should notify the instructor in advance of an anticipated absence. Dr. Andrade will grant make-up privileges (when possible) to students for properly verified absences due to illness, emergency, or participation in an official University activity.

**Cell phone usage** (e.g. talking, texting, Internet usage) is not allowed in this course. The cell phone is to be turned off (not on vibrate) and not visible (e.g. keep it in your bookbag). If the professor witnesses cell phone usage, then, you will be marked as absent and will be asked to leave class. If there is a special

circumstance in which you need to have the phone on, you need to discuss this with the professor prior to the start of class. Dr. Andrade will have her cell phone available during class in case of an emergency.

### Required Course Text

Gough D, Oliver S, Thomas J. An Introduction to Systematic Reviews, 2<sup>nd</sup> Ed. Sage Publications, Thousand Oaks: CA; 2017.

**Course Procedures: All Assignments due by 1159pm in Canvas. Assignment rubrics can be found in Canvas for specific details. Note, you can work in pairs for the paper.**

1. Select and refine a topic of your choice. Select a health/wellness topic that is a) of interest to you, b) current (information can be found in peer-reviewed journals within the last 10 years), and c) able to stimulate discussion by your classmates.
2. Identify, evaluate, and synthesize relevant literature. As you read the literature, the emphasis should be on critical reading and reflection. Identify methodology strengths and weaknesses and evaluate the adequacy with which the conclusions are supported by the data. Keep a careful record of all pertinent references. You may wish to include a few historical or classic references. As you read and evaluate the literature, formulate a clear specific purpose statement. Your presentation should be designed to educate your classmates using a formal professional evidence-based presentation.
3. Write a systematic review appropriate for publication. Your manuscript (between 4,000-6,000 words (this word count includes the introduction, methodology, results, discussion, and conclusion)) must reflect adequate synthesis of the literature reviewed (minimum of 50 sources) and include < 200-word abstract. You need to follow AMA style for the entire paper.
4. Develop and present your oral presentation. Using Power Point, design your visuals. Visuals include graphs, tables, appropriate photos and illustrations, animations and/or short video clips. In order to discourage reading the presentation, do not write out the presentation as you would a paper, but use the Notes Page option to type in phrases that will “jog your memory.” Also, limit the words on each slide as to assist you in not reading the slide content. You must cite specific research to give credit to the investigators on your slides. Your presentation will be 20 minutes.
5. Participate as a peer-reviewer. You will be assigned a peer’s manuscript and conduct a review using the **Manuscript Rubric**. Your comments from your review will be incorporated within my comments, but your identity will remain anonymous. Also, your critique will not impact your peer’s manuscript grades.

Assignments	Points
Topic Selection Activity (obj. a)	10
Peer-review manuscript (obj. d)	30
Parts of manuscript	
Methods (obj. a,c,d)	20
Results (obj. a,c,d)	20
Oral Presentation (obj. c&d)	20
Total Manuscript (obj. a-d)	100
<b>Total</b>	<b>200</b>

**Grading Scale.** For further information about UF grading policy and assigning points, please refer to: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

A: 94-100%: 188-200	A-: 90-93.5%: 180-187	B+: 87-89.9%: 174-179
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B: 84-86.9%: 168-173	B-: 80-83.9%: 160-167	C+: 77-79.9%: 154-159
C: 74-76.9%: 148-153	C-: 70-73.9%: 140-147	D+: 67-69.9%: 134-139
D: 64-66.9%: 128-133	D-: 60-63.9%: 120-127	E: <60%: <119

### Tentative Schedule

Weeks	Dates	Topic/Assignments	Readings
1	9/1-2	Overview of a Systematic Review	Gough: Ch. 1, 4
2	9/8-9	Identifying a topic	Gough: Ch 5
3	9/15-16	Formulating a research question	
4	9/22-23	Literature search	
5	9/29-30	Introduction to Methodology: Screening, Data Extraction <b>Topic due</b>	Gough: Ch 6, 7
6	10/6-7	Introduction to Methodology: Screening, Data Extraction	Gough: Ch 10
7	10/13-14	Introduction to Methodology: Screening, Data Extraction	Gough: Ch 8
8	10/20-21	Assessing the quality of the articles	Gough: Ch 9
9	10/27-28	Assessing the quality of the articles	
10	11/3-4	Making sense of the data <b>Methodology due</b>	
11	11/10	Making sense of the data	
12	11/17-18	Intro to effect sizes	
13	11/24	Intro to effect sizes	
14	12/1-2	Peer-review process <b>Results due</b>	
15	12/8-9	Oral Presentations	
16	12/15	<b>Manuscript due ; Peer evaluation due</b>	