

Emergency Services Department

COURSE OUTLINE

EM1600 (xx): Personal Health and Wellness – 3 (3-0-0) 45 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Jenna Hook

PHONE: 780-830-9996

OFFICE: HEC 304

E-MAIL: jhook@nwplytech.ca

OFFICE HOURS: By appointment only

CALENDAR DESCRIPTION: This course will introduce you to the physical, social, mental, occupational, emotional, environmental, and spiritual dimensions of personal health and wellness. These dimensions are described within the context of the Canadian Health Care System and your own individual community. Topics include primary health care, nutrition, exercise, stress management, weight management, eating disorders, common health issues and their prevention. You will be expected to integrate knowledge of the seven dimensions of health and apply this knowledge to a self-analysis of your own health and physical fitness. Finally, you will incorporate change management theory to develop, implement and evaluate a personal wellness plan.

The intent of this course is to promote a healthy lifestyle. By examining determinants of health, the current care system, the seven dimensions of health and applying these concepts to your own lifestyle, you will be better equipped to function as role models and act as change agents for health promotion in your community.

PREREQUISITE(S):

COREQUISITE(S): EM2500, and EM1001

REQUIRED TEXT/RESOURCE MATERIALS:

The resources listed in this section are required.

Students are responsible for all fees associated with ProctorU, a live proctoring service for online exams. Fees are paid when you schedule your exams through ProctorU.

Pricing per exam is as follows:

60 minutes or less - \$16 USD

61-120 minutes - \$25 USD

121 - 180 minutes - \$31 USD

SUPPLEMENTAL LEARNING RESOURCES

The resources listed in this section are optional but provide additional information to support learner success.

Instructor handouts and case studies Articles, journal references, and websites identified by Instructor.

Students are encouraged to utilize research and other resources to augment their learning and share resources with classmates by posting in the on-line discussions.

DELIVERY MODE(S):

1. Online delivery of content
2. Pre-class and assigned readings.
3. Class discussions
4. Group exercises/Laboratories
5. Online activities
6. Classroom case studies

LEARNING OUTCOMES:

1. Analyze the seven dimensions of health
2. Apply the concepts of health and wellness, health promotion and disease prevention to yourself
3. Discuss the determinants of health in the context of various populations
4. Interpret the personal impact of each determinant of health
5. Describe a healthy lifestyle and explain its role in the prevention of common health disorders
6. Explain the unique health challenges of rural residents
7. Describe the aging process and choose strategies to promote healthy aging
8. Integrate change management concepts to design and implement a personal wellness plan
9. Evaluate community agencies promoting health within the seven dimensions
10. Identify the personal role of an informed consumer of the Canadian Health Care System by utilizing reliable and credible health information

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page

<http://www.transferalberta.alberta.ca>.

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

EVALUATIONS:

This course requires the completion of all assigned learning activities and assessments. This includes all graded components, as well as any mandatory ungraded components designed to support learning. Students who fail to complete any required element of the course will receive a final grade of 'F'.

Type of Assessment	Description of Assessment	Value
Assignments	3 Assignments are provided by instructor, each valued at 20%	60%
Participation	Online Participation	10%
Final Exam	Final Comprehensive Examination	30%
TOTAL		100%

Assignments:

Assignment #1 Due Sept. 20, 2026 by 23:59

Assignment #2 Due Oct. 18, 2026 by 23:59

Assignment #3 Due Dec. 6, 2026 by 23:59

Final Comprehensive Written Exam:

Dec. 16, 2026 @ 0900 via ProctorU – 120 mins

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**. A minimum of a C- must be obtained to successfully Pass EM1600.

Grading Chart for courses with Alpha Grading:

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Onsite week attendance - as per onsite week schedule

Week	Notes
1 Sept. 2-4 *First day of classes – Sept.2	Welcome, Course Overview, Content Introduction Lesson 1: Introduction to Personal Wellness
2 Sept. 7-11 *Last day to withdraw with full refund – Sept. 14	Lesson 2: Choosing to Change

3 Sept. 14-18	Lesson 3: Psychosocial Health *Assignment # 1 Due – Sept. 20th @ 23:59
4 Sept. 21-15	Lesson 4: Understanding Stress
5 Sept. 28- Oct.2	Lesson 5: Destructive Coping
6 Oct. 5-9	Lesson 6: Substance Use and Abuse
7 Oct.12-16	Lesson 7: Daily Physical Activity *Assignment # 2 Due – Oct.18 @ 23:59
8 Oct. 19-23	Lesson 8: Nutrition
9 Oct. 26-30	Lesson 9A: The Big 3
10 Nov. 2-6	Lesson 9B: Weight Management
11 Nov. 9-13	Lesson 10: Managing Your Risk for Infectious Disease
12 Nov. 16-20	Lesson 11: Personal Safety
13 Nov. 23-27 *Last day to withdraw with a grade of “W” – Nov.27	Lesson 12: Equity, Accessibility, and Intersectionality in Health
14 Nov.30 – Dec.4	Review *Assignment # 3 Due – Dec.6 @ 23:59
15 *Last day of classes for most programs – Dec.9	Final Exams EM1600 Final Exam – Dec.16th @ 09:00

*Instructor reserves the right to change due dates and weeks of lesson plans, assignments, and exams as necessary to comply with yearly calendar changes. Each year, the instructor will inform the students with any schedule changes.

GENERAL COURSE EXPECTATIONS:

Participation is essential for success in this class, and if a student misses a class/lab it is the student's responsibility to obtain ANYTHING missed during class/lab. The student will be assigned a mark of zero for those assignments, exams, quizzes, labs, etc. missed. IF the student contacts the instructor PRIOR to miss any of the above forementioned, and IF the student has an acceptable excuse (the validity of the excuse is at the discretion of the instructor and will require documentation i.e., doctor's note), the student may be excused without deducting any marks. Despite this grading penalty, students are still expected to complete and submit any late assignments. Submitted work will be reviewed, and feedback will be provided to support ongoing learning and skill development.

STUDENT RESPONSIBILITIES:

Enrolment at NWP assumes that the student will become a responsible citizen of the Institute. As such, each student will display a positive work ethic, take pride in, and assist in the maintenance and preservation of Institute property, and assume responsibility for their education by researching academic requirements

and policies; demonstrating courtesy and respect toward others; and respecting instructor expectations concerning attendance, assignments, deadlines, and appointments.

NWP Policies:

It is your responsibility to be familiar with the information contained in this Course Outline and the Paramedic student handbook and to clarify any areas of concern to the instructor. It is also your responsibility to be familiar with NWP Policies.

Student attendance:

Class attendance is useful for two reasons. First, class attendance maximizes a students' learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

Pre-reading

Ensure that you do the pre-reading early, so that you have time to think about what you have read before the exam and before the class if you wish.

Preparing questions

Make a note of anything you are not clear about and prepare a question to ask early in the class to clarify your understanding. This will demonstrate your interest in the topic and indicate to the instructor that you have done the required reading.

Preparing responses

When you read, try to engage with the ideas critically and actively. Make a note of any ideas about which you have strong opinions, positive or negative. Think about how you would refer to these ideas during the class or express your views about them. What language would you use?

Note-taking during discussions and Class time.

Classes can be a very useful source of ideas on a topic, not only from the instructor, but also from other participants. Make a note of any ideas which may be useful to you in writing assignments or broadening your reading.

In most small classes there is an expectation that you will contribute actively to the discussion, and not simply be a 'silent participant'. In some courses marks are given for active participation in class.

Learn people's names.

Make a conscious effort to learn -and use -the names of all the other people in the class. This includes the students at the alternate site while using video conferencing.

Using visualization

Every class you attend is also a preparation for the next class. At the end of a class, play it back in your mind, not just for the content and ideas, but remembering responses, and the sort of language used. Then, before the next class, think about the questions and comments you have thought of, and visualize in your mind how the discussion will go. Most importantly, imagine yourself taking part: using people's names, getting their attention, asking questions, and commenting on what you've read and on what other people are saying. The more positively you do this, the more it will help you in class.

Exams, Quizzes and Assignments

The instructor of the course will provide the date of all exams, quizzes, and assignments for the course during the first week of instruction. This course may require students to write remotely proctored

examination(s), either online or within an approved location with a proctor present. Review the Paramedic Student's Handbook for specific information regarding proctored assessment(s).

Onsite Weeks

Course content delivery, quizzes, exams, and assignments may occur during onsite weeks. It is the student's responsibility to attend the onsite week and meet academic timelines/requirements.

STATEMENT ON ACADEMIC and NON-ACADEMIC MISCONDUCT:

Misconduct will not be tolerated. For a more precise definition of academic and non-academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

****Note:** all Academic and Administrative policies are available on the same page.

USING PROCTORU:

This course uses ProctorU Live for online exams. To utilize this service, you are required to complete the following steps:

- Create a ProctorU account by clicking the ProctorU link in the course.
- Download and install the Guardian Web Browser, Google Chrome, and the ProctorU extension.
- Schedule each exam at least 3 days (72 hours) in advance. If you miss this deadline, you cannot take the exam.
- Pay for the proctoring service. The fees are exclusively your responsibility and in no event shall be the responsibility of Northwestern Polytechnic.

For more detailed instructions [click here](#), and for video instructions [click here](#).

Before each exam, you must complete a room scan with your web camera, during which you will show your surroundings to a live proctor.

The invigilator will ask to view (but not collect or store) your student identification to verify your identity and will remotely access your computer to unlock the exam. When monitoring your actions via video streaming, the invigilator may possibly record your actions if they suspect academic integrity behavioural issues. You will be verbally notified if/when recording begins.

The personal information collected through ProctorU is collected under the authority of the *Post-Secondary Learning Act* (s. 65) and the *Protection of Privacy Act* (ss. 4(a) & (c)). This information is used to verify your identity, monitor exam conditions, and address potential academic integrity concerns during your online exam.

NWP may input the collected personal information into automated systems to fulfill the purposes stated above. This may include activities such as flagging potential academic integrity concerns for review.

Questions regarding the collection of this personal information can be directed to:

The Office of the Vice-President Academic – Northwestern Polytechnic – VPAR@NWPolytech.ca

Records Retention: Any video records of you created by ProctorU will be kept by ProctorU for a maximum of 7 days in order to make a decision about any possible academic integrity infraction, after which time it shall be permanently deleted. All other personal information collected and stored by ProctorU within your profile account will be permanently deleted if the account has not been used after one year.

Consent to Store Personal Information Outside Canada

ProctorU is an American company. An agreement is in place between ProctorU and Northwestern Polytechnic by which ProctorU will take reasonable steps to protect your personal information from unauthorized access and disclosure. Information about how ProctorU protects your privacy can be found in their [Privacy Policy](#).

By using the ProctorU service via Northwestern Polytechnic, you consent to the storage of and access to your personal information outside of Canada.

This consent is in effect from the day you register with ProctorU and expires one year after completion of your exam.

Additional privacy and liability information regarding the use of ProctorU is available on the NWP website.

Additional Information:

Northwestern Polytechnic provides various academic support services to support your journey to success. Please be aware that personal counseling, peer tutoring, learning library services, Elders and mentors, and disability services are provided at your campus. Please inquire about contact details or locations at the Information desk.

Course Topics

- Health & Wellness - Healthy Behavior, Facilitating Change
- Psychosocial Health - Mental, Emotional & Spiritual Health
- Stress Management - Identification, Prevention & Control of Stress
- Personal Fitness - Strength, Endurance, Flexibility & Preventing Injury
- Eating for Health - Nutrition, Digestion & Food Safety
- Weight Management - Eating Disorders & Maintaining a Healthy Weight
- Social Health - Healthy Relationships, Sexuality & Managing Fertility
- Understanding Addictions - Drug Use, Misuse, Abuse & Addictions
- Alcohol & Tobacco & Caffeine - Making Healthy Choices
- Chronic Disease - Cardiovascular Disease, Diabetes, Cancer
- Infectious Disease & Becoming a Wise Consumer of Health Care Options - Immunity, Chain of Infection, and Making Informed Choices
- Personal Safety and Healthy Aging - Abuse & Injury Reduction and Healthy Aging
- Equity, Accessibility, and Intersectionality in Health