DAY/TIME: T 4:30-7:10 PM LOCATION: ENT-274
INSTRUCTOR: Jennae Duarte, C.T.R.S. EMAIL ADDRESS: Jduarte1@gmu.edu
OFFICE HOURS: By appointment PHONE NUMBER: 703-541-8314

PREREQUISITE: PHED 200, PRLS 210, SPMT 201, or TOUR 200

COURSE DESCRIPTION:
Fundamental principles and techniques of the planning process for health, fitness, and recreation programs. Covers specifying an area of need; goals, objectives, and mission statement; generating solutions; and selecting a program design for implementation.

COURSE OVERVIEW
Using theoretical models, students will design a written plan that outlines all of the programs to be accomplished in (a) twelve activities using (b) ten program classifications with the "Health and Wellness Weekend" as the theme of at least (c) fourteen hours in length. It will be designed as if it would occur in the future on the Fairfax Campus and incorporate (1) the Johnson Center; (2) Patriot Center; (3) Aquatic and Fitness Center; (4) Student Unions; (5) outside spaces; and (6) the Community Centers in Fairfax County. During the semester, you will also be required to volunteer/observe for a program of your choice and write up a program observation and report.

Based on lectures, the text, and outside sources, this course’s written program plan creates the beginning of a student major’s RHT portfolio. Each student will add to their portfolio’s theme driven program plan throughout their future semesters’ coursework, including core courses HEAL 323, PRLS 450, PRLS 460 and the 490-General Education synthesis internship course. The portfolio has provided validation to employers to hire both interns and employees.

Further, upon completion of this course, students will meet the following professional accreditation standards for NRPA Council on Accreditation:

<table>
<thead>
<tr>
<th>8.16</th>
<th>Knowledge of the role and content of leisure programs and services.</th>
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<tbody>
<tr>
<td>8.17</td>
<td>Ability to develop outcome oriented goals and benefits for individuals and groups.</td>
</tr>
<tr>
<td>8.18</td>
<td>Understanding of human growth and development throughout the life cycle including the contributions of leisure to growth, development and self-expression.</td>
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<tr>
<td>8.20</td>
<td>Understanding the concept and use of leisure resources to facilitate participant involvement.</td>
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<tr>
<td>8.28</td>
<td>Ability to formulate, plan for implementation, and evaluate extent to which goals and objectives for the leisure service and for groups and individuals within the service have been met.</td>
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COURSE OBJECTIVES:
At the completion of this core course towards a B.S. in either Health, Fitness and Recreation Resources or Tourism and Events Management in RHT, students should be able to:
1. Formulate a personal programming philosophy.
2. Justify the plan's benefits for participants after choosing program elements within their concentration of either exercise science; health promotion; parks, outdoor, and/or therapeutic recreation; sport management; or tourism and events management.
3. Prepare measurable goals relevant to their target participants and setting.
4. Accurately demonstrate in the program plan the responsibilities of a programming professional.
5. Complete a polished plan for submission that can be used in future RHT courses, for documentation towards a 490 internship, and/or for professional placement.

REQUIRED READING:

EVALUATION:
Three Exams (worth 75 points each) 225

Written **Health & Wellness Weekend** Program Plan 150
for RHT Portfolio
(completed in teams to include an oral presentation)

Program Observation and Report 30

Class Participation (pop quizzes, paper/pencil exercises, etc.) 45
450 Points Possible

UNIVERSITY SNOW POLICY
When there is a change in the university schedule due to inclement weather or other circumstances, the announcement will be made available on the university switchboard (703-993-1000), Arlington (703-993-8999) and Prince William campus (703-993-8350) information lines, and the university website (www.gmu.edu).

Attendance Policy
**Mason Catalog**: “Students are expected to attend the class periods of the courses for which they register. In-class participation is important to the individual student and to the class as a whole. Because class participation may be a factor in grading, instructors may use absence, tardiness, or early departure as de facto evidence of non-participation. Students who miss an exam with an acceptable excuse may be penalized according to the individual instructor’s grading policy, as stated in the course syllabus.”
There is NO make-up work.

Accordingly, in this course, absences, tardiness, or early departure are considered de facto evidence of non-participation. Three tardies and/or early departures (including putting head on the desk and closing one’s eyes) equal one absence. Three or more absences without advance permission or a doctor’s note on letterhead will result in 0 points for Class Participation.

If you miss a class, it is your responsibility to obtain class materials (notes, handouts, etc.) from sources other than the instructor.

GRADING SCALE
All assignments are due at 4:30 PM, the beginning of class on the assigned day. No late work will be accepted without a doctor's note on letterhead. Written work is to be typed and spell checked to avoid point deduction. Tests must be taken on assigned days unless approved ahead of time and no class participation make-ups will be available. Ninety percent of the total points possible equal an A, eighty percent equals a B, seventy percent equals a C, sixty percent equals a D, and fifty percent equals an F in the course.

☐ All students are held to the standards of the George Mason University Honor Code (for details, see http://www.gmu.edu/catalog/9798/honorcod.html)

☐ University policy states that all sound emitting devices shall be turned off during class unless otherwise authorized by the professor

☐ Students with disabilities who seek accommodations in a course must be registered with the Office of Disability Resources and inform the instructor in writing, at the beginning of the semester (for procedures & details, see http://ods.gmu.edu)

☐ For additional School of Recreation, Health, and Tourism information, please visit the website at http://rht.gmu.edu

OTHER USEFUL CAMPUS RESOURCES:
UNIVERSITY LIBRARIES: “Ask a Librarian” http://library.gmu.edu/mudge/IM/IMERef.html

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS): (703) 993-2380; http://caps.gmu.edu

UNIVERSITY POLICIES: The University Catalog, http://catalog.gmu.edu, is the central resource for university policies affecting students, faculty, and staff conduct in university affairs.
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<tr>
<th>DATE</th>
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<tbody>
<tr>
<td>T August</td>
<td>Syllabus Presentation, Introduction to PRLS 310, discussion on assignments.</td>
<td>Homework: Purchase Text and READ Chapters 1&amp;2</td>
</tr>
<tr>
<td>T September</td>
<td>Chapters 1 &amp; 2: Foundations for Programming and How Individuals Experience Leisure</td>
<td>Homework: READ Chapters 3 &amp; 4</td>
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</tbody>
</table>
| T September | Chapter 3 & 4: 6 Key Elements of a Situated Activity System & Outcome Based Programming | Homework: READ Chapters 5 & 6  
Sign up for to volunteer for a Therapeutic Recreation Program |
| T September | Chapter 5 & 6: Developing Leisure Products & Using Goals and Objectives in Programming | Homework: READ Chapter 7;  
**Purchase Scantron and bring to class**  
Study for EXAM #1 |
| T September | **EXAM #1 on Chapters 1-6**  
Chapter 7: Developing the Agency’s Programming Mission | Assignment: Develop Groups for Term Project |
| T October   | Go through Project Outline in depth  
Meet with your groups in class | Homework: READ Chapter 9  
Assignment: 4 Program Design forms and bring to class (per group) |
| T October   | NO CLASS (Columbus Break)                                              |                                                     |
| T October   | **Due in Class: 4 Program Design Forms**  
Chapter 9: Obtaining Participant Input Mandatory Team Meeting in Class; | Homework: READ Chapters 10 & 11 |
| T October   | Chapter 10 & 11: Writing Program Design Goals & Program Design         | Homework: READ Chapters 12 & 13                                                   |
| T November  | Chapters 12 & 13: Creative Programming & Preparing the Program Plan     | Study for EXAM #2 and **bring Scantron to class** |

PRLS 310 Class Schedule Syllabus
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<tr>
<td>T November 9</td>
<td><strong>EXAM #2 on Chapters 7-13 (no Chapter 8)</strong> Chapter 14 &amp; 15: Techniques for Program Promotion; Work in Groups on Program Plan.</td>
<td>Homework: READ Chapters 14 &amp; 15</td>
</tr>
<tr>
<td>T November 16</td>
<td>Chapter 16 &amp; 17: Registration Procedures</td>
<td>Homework: READ Chapters 16 &amp; 17</td>
</tr>
<tr>
<td>T November 23</td>
<td><strong>Due in Class: Volunteer Observation</strong> Chapter 18: Developing a Program Pricing Philosophy; Work on Program Plans in class</td>
<td>Homework: READ Chapters 18 &amp; 19</td>
</tr>
<tr>
<td>T November 30</td>
<td>Lecture: Determining Program Costs and Pricing Program Services; Work on Program Design Plans in class</td>
<td>Homework: Work on Finalizing Program Plans for presentation</td>
</tr>
<tr>
<td>T December 7</td>
<td><strong>DUE in Class: Final Program Plans;</strong> Group Presentations</td>
<td>Homework: Study for FINAL EXAM (Chapters 14-18) <strong>bring Scantron to class</strong></td>
</tr>
<tr>
<td>T December 14</td>
<td><strong>FINAL EXAM Chapters 14–18</strong></td>
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*Note: Faculty reserves the right to alter the schedule as necessary.*