



## Frameworks and guidelines

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### 1 Course information

This semester is international and students come from different parts of the world, and you are required to participate in classroom teaching; groupwork; simulated sessions, planned clinical studies as well as social activities. You learn from each other, with each other and about each other. Learning about your different cultures occur through knowledge from lectures, group work and your questions and contributions to class discussions.

#### 1.1 Students' workload

Students are required to spend an average of 40 hours per week undertaking the teaching and learning activities. This includes face to face (classroom teaching), group work, self-directed learning and clinical practicum

#### 1.2 Evaluation

VIA School of Nursing aims to offer students quality in nursing studies. Therefore, systematic investigations and student's evaluation are carried through in Healthcare in a Global Community. During the semester time is allocated to regularly meetings between students and semester coordinator to discuss current issues of concern.

At the end of the course students are asked to fill in an online evaluation focusing on the teaching in theory and clinical, the study environment and professional identity development during the exchange study.

#### 1.3 Databases for communication

##### Itslearning

Electronic learning web site Itslearning is the learning management platform for student information and material related. During the courses, the students will find all information about their study on this platform; and they are required to check this regularly

The student is required to establish a VIA University College email address, as well as an access code to Itslearning. The students must use the Outlook email address given when they arrive to the university

In order to communicate with staff, please email them in Outlook, leave a message and they will respond as soon as possible. You must check your email regularly.

Please use your Outlook email address while you are enrolled.

### **Praktikportalen**

Praktikportalen is the electronic database for clinical teaching. The students, the clinical mentor and the academic lecturer can read and write in the database.

Before and during clinical this is the database where you write your clinical study plan, your reflections and load up your clinical prerequisite.

## **1.4 Guidelines in Clinical teaching**

### **Clinical teaching in practice settings:**

The student participates in patient care activities, which will provide opportunities to apply clinical reasoning and decision-making skills in collaboration with a clinical mentor. The student is required to document own reflections, clinical reasoning and decision making during the clinical practice in Praktikportalen. In addition, the student is required to reflect on the learning situation and own learning needs, as well as own professional development. The student document these activities in the clinical portfolio in Praktikportalen. The clinical mentor and the academic lecturer can comment on your reflections in the database

The student is required to spend 30 hour/week in the clinical setting. Further, the student needs to allocate time for theoretical immersion and work with the clinical prerequisite in each setting. If a student becomes ill during the clinical study period, the students is required immediately to inform the clinical setting and the connected academic lecturer. As clinical hours are compulsory, additional clinical may be placed in week-ends or evenings. There may be a need to involve clinical coordinator, study advisor or school leadership.

Prior to entering the clinical, all the students coming from an overseas country or students who been travelling in foreign countries must be tested for MRSA and provide a certificate revealing a negative test.

Also, students are required to sign a Confidentiality agreement. The student agrees not to discuss or disclose confidential information about patients or citizens with other than with staff in your clinical placement. Confidentiality does not cease at the end of the internship.

### **Transport**

Acute nursing clinical placement are undertaken at the Central regional hospitals in Viborg and Silkeborg

Community nursing clinical placements are undertaken in the municipalities of Viborg, Randers and Skive municipalities

Viborg, Silkeborg, Hammel and Skive cover a larger area and there will be transport costs. It is the students' responsibility to pay for transport to and from the clinical placements.

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## 2 General assessment guidelines

Assignments, papers etc. are awarded for quality of content according to criteria, forms and conditions.

### 2.1 Plagiarism

Plagiarism is a serious academic misconduct. They are forms of cheating. Plagiarism occurs when a student passes off others work as the students own work, or copies without acknowledgement of its authorship, the work of any other person.

The student is responsible for ensuring being familiar with the expected conventions of authorship and the appropriate use and acknowledgement of all forms of intellectual material relevant to the discipline.

Work submitted for assessment must be your own.

The student needs to take all responsible steps to ensure that your work cannot be accessed by others.

Whenever you refer to another person's research or ideas either by directly quoting or by paraphrasing them, make a reference.

You are free to choose either APA (American Psychological association) system or use Harvard system

### 2.2 General Remarks Regarding Assessments

#### Formative assessment

Formative assessment has as goal to provide the student with feedback that can improve the his/her learning. It includes an evaluations of student comprehension, learning needs, and academic progress and assist the students identifying strengths and weaknesses and target areas that need work.

#### Summative assessment

Summative assessment has as goal to assess the student learning according to criteria, forms and condition of an exam. In summative assessments grades are based on the official Danish marking system used in Higher education '7 Scale' as follows:

- 12: For an excellent performance displaying a high level of command of all aspects of the relevant material, with no or only a few minor weaknesses.
- 10: For a very good performance displaying a high level of command of most aspects of the relevant material, with only minor weaknesses.
- 7: For a good performance displaying good command of the relevant material but also some weaknesses.

- 4: For a fair performance displaying some command of the relevant material but also some major weaknesses.
- 02: For a performance meeting only the minimum requirements for acceptance.
- 00: For a performance which does not meet the minimum requirements for acceptance.
- 3: For a performance which is unacceptable in all aspects.

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In case of failure, your home universities or institutes will be informed. Further educational arrangements must be discussed between the student in question and your own universities and institutes.

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### **3 Study support**

Being an international student can be challenging in many ways. Student advisors Bodil Nørreris and Jørn Fryd Christensen, and coordinator in Healthcare in a Global Community Vinni Boxill Lindgaard will together assist you if you experience challenges related to your study or you personally. The focus is on helping you to find solutions or better manage the challenges you're experiencing.

The service is free and confidential and can be face to face or over the phone.

Bodil Nørreris and Jørn Fryd Christensen can be contacted personally on Campus or on [bodn@via.dk](mailto:bodn@via.dk) or [jkfc@via.dk](mailto:jkfc@via.dk) and Vinni Boxill Lindgaard on [vibl@via.dk](mailto:vibl@via.dk).