This course adheres to the items listed in the College of Pharmacy Central Syllabus: https://docs.google.com/a/umn.edu/document/d/1artQ5e1rbzxe8lEtWo7BE8k8snZAEqMMz_QcW8yJ-II/edit?pli=1

Course Web Site: http://moodle.umn.edu

Meeting Times & Locations:
This course meets atypically. Several full days throughout the semester are blocked off for this course.

### Meeting Times & Locations

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Duluth Room</th>
<th>Twin Cities Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon, Aug. 21</td>
<td>9:05 AM – 4:25 PM</td>
<td>LSci 163</td>
<td>Moos 1-450</td>
</tr>
<tr>
<td>Friday, Sept 1</td>
<td>9:05 AM – 12:05 PM</td>
<td>Lib 410</td>
<td>WDH 7-135*</td>
</tr>
<tr>
<td>Wed, Oct. 25 (AM)</td>
<td>9:05 AM – 12:05 PM</td>
<td>Lib 410</td>
<td>WDH 7-135</td>
</tr>
<tr>
<td>Wed. Oct. 25 (PM)</td>
<td>1:25 AM – 4:25 PM</td>
<td>Kirby Ballroom</td>
<td>Northstar Ballroom</td>
</tr>
</tbody>
</table>

*Students will start in these rooms, and may move to other rooms for activities*

Technology Help, Duluth: 218-726-8847  itsshelp@d.umn.edu
Technology Help, Twin Cities: 612-301-4357  help@umn.edu

### Course Instructional Team

**Faculty Office Hours:** by appointment

<table>
<thead>
<tr>
<th>Name</th>
<th>Office Location</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gardner Lepp (Course Director)</td>
<td>LSci 152</td>
<td>218-726-6029</td>
<td><a href="mailto:galepp@d.umn.edu">galepp@d.umn.edu</a></td>
</tr>
<tr>
<td>Randy Seifert (Course Director)</td>
<td>WDH 7-172</td>
<td></td>
<td><a href="mailto:rseifert@d.umn.edu">rseifert@d.umn.edu</a></td>
</tr>
<tr>
<td>Caroline Gaither (Course Director)</td>
<td>WDH 5-110E</td>
<td>612-626-0811</td>
<td><a href="mailto:cgaither@umn.edu">cgaither@umn.edu</a></td>
</tr>
<tr>
<td>Becky Carlson</td>
<td>WDH 3-160</td>
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<tr>
<td>Amy Renne</td>
<td>LSci 158</td>
<td>218-726-6003</td>
<td><a href="mailto:arenne@d.umn.edu">arenne@d.umn.edu</a></td>
</tr>
</tbody>
</table>

**Teaching Assistants:**

<table>
<thead>
<tr>
<th></th>
<th>Duluth</th>
<th>Twin Cities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linh Vu</td>
<td><a href="mailto:vuxxx228@d.umn.edu">vuxxx228@d.umn.edu</a></td>
<td></td>
</tr>
<tr>
<td>Bethany Von Hoff</td>
<td><a href="mailto:vonho010@umn.edu">vonho010@umn.edu</a></td>
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</tbody>
</table>
Detailed Course Schedule
For a detailed course outline and schedule, see the course moodle site.

Overview of the course
Course content:
For the third year of the Professional Development and Assessment Sequence, the emphasis is on developing and improving existing interpersonal skills and knowledge, refining career goals, and improving perspective of the pharmacy profession, and the roles and responsibilities therein.

Course format:
The format of this course is unlike most courses in the college. The class will meet over three full days, two early in the semester, and one mid-semester. These days will involve active discussion and dialogue with peers and others, small group work, writing assignments, short presentations, in-class exercises, readings or assignments prior to class, and post-class assignments. Short quizzes may be assigned during this semester, but no exams will take place. The bulk of the student effort in this course will be in working with others (mirroring many professional environments), and in active, in-class activities. Therefore, attendance at these class sessions is paramount to overall success, and will be recorded.

Prerequisites
Successful completion of Career and Professional Foundations III (Phar 6745)

Computer Requirements
The University of Minnesota computer requirements are listed here:
● Moodle: This course will use Moodle to distribute resources and host course information. See Moodle setup requirements at http://www1.umn.edu/moodle/start/technical.html.
● Internet-enabled device capable of accessing Moodle (computer, tablet, etc.)

Course Materials
Materials for this course (articles, assessments, etc.) will be provided via the moodle site.

Objectives
Career Development
1) Continue to evaluate career options in the field of pharmacy
   a) Develop or refine an action plan that addresses the remainder of the Pharm.D. curriculum pertaining specifically the APPE opportunities that will best compliment your career goals
   b) Articulate the importance of personal branding and how this concept can be used in your career development.
   c) Continue developing verbal and written communication skills, particularly with regard to interviewing and CVs/resumes/cover letters.

Pharmacy Profession
2) Describe the contemporary issues in professional pharmacy practice and the roles of a pharmacist today
   a) Investigate current issues related to pharmacy practice and the role of the profession
   b) Discuss how current issues could influence society and affect your future practice as a pharmacist

Professionalism
3) Continue developing your self-concept and identity by articulating assumptions, beliefs, attitudes, ethics and expectations of a professional pharmacist.
   a) Examine examples of professionalism in pharmacy practice by participating in discussions with practicing pharmacists
   b) Articulate the key features of professionalism in the scope of contemporary pharmacy practice
Assessments and Grading
The assignments in this course will be graded using an S, S-, or U.

Graded Assessments
The following graded assessments will count toward your final grade for this course.

Note: Some assignments are required to complete the course successfully. You must achieve an “S” on those assignments. They are noted with an asterisk (*) and are **bolded**.

<table>
<thead>
<tr>
<th>Date Introduced</th>
<th>Title</th>
<th>Date DUE</th>
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<tbody>
<tr>
<td>8/21/17</td>
<td>Action Plan Revisit (in-class)</td>
<td>8/21/17</td>
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<tr>
<td>8/21/17</td>
<td>Interview Stream</td>
<td>10/1/17</td>
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<tr>
<td>8/21/17</td>
<td>Job/Residency Description for Mock Interview</td>
<td>9/1/17</td>
</tr>
<tr>
<td>8/21/17</td>
<td>Personal Marketing Message worksheet (in-class)</td>
<td>8/21/17</td>
</tr>
<tr>
<td>9/1/17</td>
<td><strong>Mock Interview peer feedback</strong></td>
<td>9/1/17</td>
</tr>
<tr>
<td>10/25/17</td>
<td><strong>Resume/CV review peer feedback</strong></td>
<td>11/22/17</td>
</tr>
<tr>
<td>10/25/17</td>
<td>Resume/CV updates</td>
<td>12/3/17</td>
</tr>
<tr>
<td>10/25/17</td>
<td>Ethics and personal brand statement revisited</td>
<td>11/10/17</td>
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<tr>
<td>10/25/17</td>
<td>PED-Rx Position Paper</td>
<td>11/10/17</td>
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Grading Information
Students must complete all assignments and activities in this class to successfully complete the course. As stated above, those assignments noted in **bold** must also be completed with an “S” grade to successfully complete the course.

Minimum Passing Level
Students who receive 2 or more “S-” grades or any “U” grades in this course must successfully repeat the course before advancing to courses, which require this course as a prerequisite.

Statement on Penalties for Late Work
It is expected that all work will be submitted on time. Submissions delayed or not completed without prior communication will result in a “U” grade.

Assignment Descriptions
The following assignment descriptions are to give students a general idea of what each assignment requires. Students will be given more detailed assignment descriptions as the assignment approaches, along with rubrics if appropriate.

**Action Plan Revisit:** In class on August 21, you will revise your Action Plan from PHAR 6745 and create additional goals. Upload to the Documents tab of your Google site.

**Personal Marketing Message worksheet:** In class on August 21, you will create a personal marketing message. Upload your worksheet, as it will be required for the October 25 class session.
Job/Residency Description for Mock Interview: All students must bring a HARD copy of a job description or residency program for which they will interview on September 1. Only PGY1 residencies and positions suitable for PharmD graduates immediately upon graduation are acceptable. No PGY2 residencies or positions requiring residency or advanced experience.

Mock Interview Peer Feedback: Student will participate in an in-class peer mock interview session and must complete the Mock Interview Evaluation form for one peer and upload to Moodle. Due September 1 at 11:59PM.

Interview Stream: Access umn.interviewstream.com. Use instructions on Moodle to create account and conduct a mock interview. Select a job or residency program for which you will conduct the mock interview. Complete one (1) of the two pre-defined Pharmacy interview question sets. Review recordings of all questions, make at least five (5) comments on the interview, and complete the “filler word” counter. Then, complete the self evaluation form in InterviewStream including a summary in the final comment box (see instructions for screenshots and more details). Completion and grading will be through the InterviewStream system (no Moodle upload). Due October 1 at 11:59PM.

Resume/CV Review: This is a two-part assignment. 1. Review your assigned partner’s CV and upload a copy of that contains your feedback to Moodle. Due November 22 at 11:59PM. 2. Update your own CV based on your partner’s feedback. Seeking feedback from additional sources (e.g. preceptors) is highly encouraged. Upload your updated CV to your Google Site Documents tab. Due December 3 at 11:59PM.

Ethics and Personal Branding revisited: How has your personal marketing message changed? What have you taken from your experiences in school and work over the past two years to refine your personal marketing message? What people or events stand out as factors that affect your perception of a great pharmacist? Record and submit your responses to these questions with short paper (1-2 pages), or a 5-minute recorded audio or video clip.

PED-Rx Position Paper: PED-Rx is a student and practitioner event held once per term. PDIII students will attend the event with PDII students. TED-style talks will be presented by a practitioner on a contemporary practice issue. Each talk is followed by a small group discussion lead by a practitioner. Students will synthesize information from readings and participation in the event into a two page position paper on the issue.

Course Policies
Participation and Preparation
Participation in all days is required. Situations meeting the University’s criteria for an excused absence will be provided with a make-up assignment. All other conflicts will be resolved at the discretion of the Course Director.

Participation includes completion of all preparatory work. Individual workshops may require pre-readings, an online assessment or other work to ensure the in-class time is productive for each student and for their groups. Additional work may be assigned to those who are unprepared and/or have not completed pre-class assignments.

Exam Information
There will be no large or comprehensive exams in this course. There will be quizzes, written assignments, and projects. Because of the interactive nature of the course, a large percentage of the course points will be for attending and participating in the activities.

Attendance Policy
Students are expected to attend every class for which they are registered. Students are expected to attend classes on the campus where they are enrolled. Instructors may choose to take attendance.

Honor Code
Academic misconduct is any unauthorized act which may give a student an unfair advantage over other students, including but not limited to: falsification, plagiarism, misuse of test materials, receiving unauthorized assistance and giving unauthorized assistance. Instructors or a fellow student may report academic misconduct during an exam to
the Course Directors and the Honor Council for investigation.

**Course Evaluations**

Students will have an opportunity to complete online course evaluations for instructors and the course itself (including instructional strategies, etc.) at the end of the semester. You are encouraged to contact one of the course directors any time you have concerns about the course or your progress in the course.

**University of Minnesota and College of Pharmacy Policy Reference** *(Centralized Syllabus)*

This page includes all required UMN and CoP policies, e.g., Academic Freedom; Copyright; Course Evaluations; Disability Accommodations; FERPA, etc.