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Course Description

This course is an introduction to gross, microscopic, and functional anatomy of the organ systems the human body. While lecture and lab are related, the material covered in each may differ in content and/or focus. This course is specifically for students desiring to enter a nursing program. Completion of all remedial courses is a prerequisite for this course; BIOL 1010/1020 or BIOL 1050 and BIOL 1150 are recommended prerequisites.

Course Objectives

- Understand the organization of the human body, the major features and interrelationships of the organ systems, and the relationship of structure and function
- Visualize the internal anatomy, both gross and microscopic, and to relate this to surface features
- Understand lectures, texts, articles, and clinical demonstrations in subsequent classes
- Understand the nature of science and to the biological significance of animal structure
- Develop care in verbal expression (including the precise use of terminology)

Required Texts/Materials

- Marieb, EN *et al.* 2012. *Human Anatomy*, 7e. Pearson
- Mastering A&P. Pearson
- Jones, TD. *Human Anatomy Laboratory Manual* (available on BB)
- Instructors Dissection Kit. Nasco
- Gloves (nitrile, rather than latex, gloves are recommended)

Recommended Texts/Materials

- Borror, DJ. 1988. *Dictionary of Word Roots and Combining Forms*. McGraw-Hill
- Lab coat (or old shirt)

Learning is deeper and more durable when it's effortful. Learning that is easy is like writing in the sand, here today and gone tomorrow.

(Make It Stick: The Science of Successful Learning. PC Brown et al. Harvard University Press. 2014)

Course Information

Information for the course (exam scores, syllabus, etc.) can be found on the course's Blackboard (BB) page. If you need to contact me, it is best to do so by email. Please include your name and the course number in the subject line of your message. If your question is regarding information about the course, consult this document first (questions answered herein will not be answered).

Exams

Exams are written with the course objectives in mind. Exam questions randomly survey the material and are written in technical and standard English. Because the information in this course cannot be divided into discreet units, exams will, to some extent, be cumulative. Unless otherwise stated, exams will begin at the beginning of the scheduled class time. Students who arrive after the first exam has been turned in will not be able to take the exam. Exam scores will be posted on the BB page after they are graded. After exams have been returned, you have one week to dispute scores; no scores will be changed after that time.

Correct spelling and good penmanship is necessary for effective communication and poor spelling or penmanship is a sign of intellectual immaturity and carelessness. Therefore, spelling errors will result in lost points and illegible answers will receive no credit.

Lecture Exams

Lecture exams will focus on material covered in lecture and assigned readings. There will be three lecture exams (50 points each) and a cumulative final lecture exam (50 points). You will need a ScanTron 882E for each exam; incorrect exam forms will not be graded.

Lab Practical Exams

There will be two lab exams (100 points each). Lab exams will be in a timed, practical format and will focus on identification and understanding of relationships and function. Anything included in the lab manual (or discussed in lab) may be included on these exams. Lab practical exams may also include material from previous exams and, as a way of testing your understanding, may include unknowns (*i.e.*, material that you may not have not seen in lab). The exam form will be supplied; you only need bring a pen (you may also want to bring gloves and a probe). Lab practical exams are very time-consuming to set up; make-up lab practical exams will not be given.

Homework

Homework will be assigned *via* Mastering A&P. Assignments may cover material from lecture and/or lab for which a maximum of 25 points will be available. Your homework score will be based on the percentage of correct answers you earn on the homework. Homework scores will be posted on the BB page at the end of the term. To register for the Mastering A&P visit the website (<http://www.masteringaandp.com>). Click the "STUDENTS" button under the register option. You will be asked for a student access code. This is a printed code supplied inside the Mastering A&P Student Access Kit, which was included with the purchase of your new textbook. If you bought the textbook online or used text, there is an option for you to purchase an access code during the registration process. The name of the course is **ZOOL 2250 (Fall 2014)**; the course code is **JONES30050**.

Labs

Your performance in lab has a direct effect on your understanding of material and subsequent performance on exams. Each student will begin with 25 performance points. Points will be subtracted for excessive absences (including arriving late or leaving early), poor or incorrect dissection, and incorrect microscope use (see Preface of Lab Manual for additional information).

Lab Manual

The Lab Manual is available on BB. This is a rewritten version that you get to "beta test". You can help improve the final version of this edition by submitting suggested substantive changes. Suggestion can earn up to 10 points each; a maximum of 20 bonus points can be earned for your efforts. To earn credit, the original section and the suggested change must be submitted; mere spelling or grammar corrections will not earn points.

Grading

Your grade will be determined by your combined performance in lecture and lab. The CR/NC grading option is not approved for this course; only letter grades can be earned. The use of +/- grades is at the instructors' discretion. Because of potential privacy issues, scores and/or grades will not be given out *via* e-mail or phone. After the end of the term, students may access their course grades from <http://my.csustan.edu>. It is expected that students will keep track of their scores (including all graded materials) for the duration of the term. A total of 450 points are available. There will be no other points or assignments available beyond those mentioned herein. Letter grades will be assigned as follows (the use of +/- grades is at the instructors' discretion):

A	Demonstrated a high level of competence in meeting course objectives	≥ 382 points
B	Demonstrated a more than satisfactory level of competence in meeting course objectives	≥ 337 points
C	Demonstrated a satisfactory level of competence in meeting course objectives	≥ 270 points
D	Demonstrated only a barely passing level of competence in meeting course objectives	≥ 225 points
F	Has not demonstrated a minimally passing competence in meeting course objectives	< 225 points

Consideration may be given for significant improvement in performance. I also will look for 'natural breaks' to see if they are more reasonable than the scale above, but this will never raise the standards given (nor significantly decrease them).

Attendance

Regular attendance is vital to your success in this course. Therefore, you are expected to attend regularly, come to class on time, and stay until the end of the class period. Attendance requires not only your physical presence, but your attention and participation as well. Students who are physically present, but inattentive (including, but not limited to, sleeping, excessive conversation, texting, e-mailing, web-surfing, being disruptive, etc.) may be asked to leave. Unexcused absences for gradable events will result in no score, but in the event of documented compelling circumstances, attempts will be made to work out conflicts prior to the absence.

It is shameful for man to rest in ignorance of the structure of his own body, especially when the knowledge of it mainly conduces to his welfare, and directs his application of his own powers.

—Philip Schwarzerd, theologian

Lab Safety

Each student must complete the Lab Safety tutorial on Blackboard (2014-2015-BioLabSafety: BioLabSafety). Failure to do so by the end of the first week will result in you being dropped from the course.

Course Drop and Withdrawal Policy

The policies for this course are the same as the university policies: "Adding or dropping courses after the Enrollment Census Date [18 September] will not be allowed. After the Enrollment Census Date, students are responsible for completion of the course(s) in which they are enrolled." Withdrawal from courses after the Enrollment Census Date may be allowed "for documented extreme circumstances beyond the student's control". Illness and similar catastrophes may qualify as extreme

circumstances; academic difficulties do not. Withdrawal from the course must be approved by the instructor, the chair of the Department of Biological Sciences, and the dean of the College of Science before being submitted to Student Affairs for final approval.

Recording Policy

The use of audio and/or video recorders or cameras is not permitted during lecture or lab. An exception is made for students who are registered with Disability Resource Services and approved for this accommodation. If you do not intend to comply with this policy, please enroll in another class.

Students with Disabilities

Students with documented disabilities need to make an appointment with the instructors as soon as possible to discuss course adaptations and/or accommodations. If you have an undocumented disability, contact Student Support Services.

Personal Integrity

Behavior that interferes with the instructor's ability to teach or the ability of students to benefit from instruction will not be tolerated. Examples of such behavior include: audible ring tones, late arrivals, early departures, irrelevant conversation, and inappropriate use of phones or computers. Inappropriate behavior will be dealt with as severely as university regulations allow. In addition, misuse of lab materials will result in lost points and may result in grades being withheld until the department has been compensated for damaged materials. Behavior that is not consistent with the Student Conduct Code—including any form of academic dishonesty—will result in immediate expulsion from the course, a failing grade, and the matter will be referred to the Office of Student Judicial Affairs.

Tips for Success

There is a substantial amount of information to be mastered in this course. To do well, one must devote the necessary time and effort. Experience indicates that to be successful, a minimum of two hours of preparation and/or review are needed outside of class for every hour in class (lecture and/or lab). If you are not prepared to dedicate the time and effort needed for this course, you should reconsider your enrollment. Each lecture and lab is organized with the assumption that you have read the assigned material prior to class.

This course has a reputation for being challenging however, it can be made much easier if you heed the following advice:

- Attend and actively participate in lecture and lab.
- Preview relevant material before lecture and lab.
- Take good notes in class and review them daily.
- Make use of the index and glossary in the text and a dictionary.
- If you have questions, ask.

There are, in fact, two things, science and opinion; the former begets knowledge, the latter ignorance.

—Hippocrates, father of Western medicine

Implied Contract

This syllabus serves as a contract between you and the instructor. Your continued enrollment in this class denotes your understanding of, and agreement with, the material in the syllabus as well as in the Preface of the Lab Manual. You are expected to print this syllabus and keep it in your notebook to refer to during the term.

Course Schedule¹

Date	Lecture Topic	Text ²	Date	Lab Topic	Manual
22 Aug	Introduction, Science, Anatomy	Ch. 1; Manual 1, 2			
25 Aug					
27 Aug	Cells, Embryology, Tissues	Ch. 2-4	26/27 Aug	Preface, Introduction, and Microscopy	Ch. 1-3
29 Aug					
03 Sep					
05 Sep	Integumentary System	Ch. 5	02/03 Sep	Microanatomy and Integument	Ch. 4, 5
08 Sep					
10 Sep			09/10 Sep		
12 Sep	Skeletal System	Ch. 6, 9		Skeletal System	Ch. 6-8
15 Sep					
17 Sep			16/17 Sep		
19 Sep	Exam 1				
22 Sep	Muscular System	Ch. 10-11			
24 Sep			23/24 Sep	Muscular System	Ch. 1 (p. 4-6); 9
26 Sep					
29 Sep					
01 Oct	Nervous System	Ch. 12-14	30 Sep/01 Oct		
03 Oct					
06 Oct			07/08 Oct	Practical	
08 Oct					
13 Oct					
15 Oct	Special Senses	Ch. 16	14/15 Oct		
17 Oct				Nervous System	Ch. 10-13
20 Oct					
22 Oct	Exam2		21/22 Oct		
24 Oct	Circulatory Systems	Ch. 18-21			
27 Oct					
29 Oct			28/29 Oct		
31 Oct				Circulatory System	Ch. 14-16
02 Nov	Coelom, Digestive System	Ch. 1, 22			
04 Nov			03/04 Nov		
06 Nov					
10 Nov	ANS	Ch. 15			
12 Nov	Respiratory System	Ch. 23			
14 Nov					
17 Nov			18/19 Nov	Coelom, Digestive and Respiratory Systems	Ch. 17
19 Nov	Exam 3				
24 Nov	Urinary System	Ch. 24			
26 Nov			25/26 Nov	Urogenital Systems	Ch. 18
01 Dec	Reproductive System	Ch. 25			
03 Dec			02/03 Dec	Practical	
05 Dec					
08 Dec	Endocrine System	Ch. 17			
11 Dec	Final Exam				

¹The lecture schedule is tentative and will likely change. Exam dates will not change.

²These are suggested pages for the topic; there may be other pages that are applicable. It is recommended that you make use of the Table of Contents and Index in your textbook.