

## **Syllabus: Anatomy and Physiology**

### **Course Description**

Anatomy and Physiology includes foundational concepts related to the structure and function of the human body. The course provides laboratory activities that include the use of the scientific method, observation of tissue specimens via microscope, and dissection labs. Course content includes the study of biological molecules; biochemical processes common to living organisms; cellular structures and functions; tissue structure and function; and a comprehensive study of the structure and function of the integumentary, skeletal, muscular, neurological, endocrine, cardiovascular, immune, lymphatic, respiratory, digestive, urinary, and reproductive systems. Homework will average 3 - 5 hours per week.

### **Attendance and Participation**

Both attendance and participation are vital parts of this course; therefore, students are required to attend class sessions and participate actively in discussions. Students are expected to view archives of any missed classes, and are responsible for obtaining any notes or assignments.

Students will be given quarterly grades for both participation and attendance:

- Fifteen percent of the final grade will be attributed to *relevant class participation*. This includes raising one's hand, commenting regularly via microphone/webcam, and using the chat box regularly to contribute to the academic conversation.
- Five percent of the final grade will be attributed to *class attendance*. Being present, being on time, and readiness for class are all factors to be considered in the class attendance grade. *Excused* absences will not detrimentally impact attendance grades.

Grading rubrics are located in the Course Documents folder in each course page.

### **Assignments & Exams**

Students will receive weekly assignments that include reading from the textbook and on occasion, additional outside readings supplied by the instructor; vocabulary; study guide and review questions; and discussion forum questions. Students are responsible to keep up with the reading for every class period. The student's level of understanding of course content will be evaluated via quizzes and module tests for each chapter.

Each student will also complete a project each semester that will assess the student's ability to conduct individual research of a topic, and prepare a written and/or oral presentation.

Laboratory investigations are a key component of science education, and thus, students will be completing a variety of observation and experimental lab activities in Anatomy and Physiology. Students are required to purchase lab specimens for dissection, as well as additional lab supplies. The required list of specimens and sources for purchase are found in the A&P Course Pack. Students may choose to complete histology labs using online slides, or purchase/borrow a microscope and slide kit. It is important that students complete all laboratory activities. The majority of labs will be completed during class, however, some labs will be completed individually at home. Students will maintain a lab notebook that will include the written lab reports for all completed lab activities. A list of required labs and the written lab format is outlined in the A&P Course Pack. The lab notebook will be evaluated at the conclusion of each nine-week grading period.

Students will take a comprehensive semester exam at the end of the first and second semesters. The exam at the end of the second semester will only cover material discussed during the second semester. Specific instructions will be provided by the instructor for completing semester exams.

### **Evaluation**

The final grade is determined on the following basis:

- |                                |     |
|--------------------------------|-----|
| ● Class Attendance             | 5%  |
| ● Relevant Class Participation | 15% |
| ● Labs                         | 25% |
| ● Homework                     | 10% |
| ● Quizzes                      | 5%  |
| ● Exams                        | 20% |
| ● Midterm/Final Assessment     | 20% |

### **Grading Scale**

The following grading scale will apply for all assignments and final grades. 100% – 90% = A; 89% - 80% = B; 79% - 70% = C; 69% - 60% = D; 59% - 50% = E; 49% - 40% = F. All grades are rounded to the nearest whole number.

### **Late Work**

If a student fails to submit any assessment by the due date, it is considered "late."

- Assignments submitted 0-24 hours late will result in a 10 point reduction off earned grade.
- Assignments submitted 24-48 hours late will result in a 20 point reduction off earned grade.
- Assignments submitted 48-72 hours late will result in a 30 point reduction off earned grade.
- Assignments over 72 hours late will not be accepted and the student will receive a zero.

- Parent may request an extension from their child's teacher *prior to the due date* or in the case of an emergency.

While we love grace and the opportunity to exercise it, we also desire to instill a sound sense of responsibility in our students, hence these expectations pertaining to late work.

### **Exam/Test Retakes**

Any student may retake a failed assessment (except quizzes), but can score no higher than 70% on the retake. Retakes must be submitted within one week of the returned, failed test. If the retake is not submitted within one week, the original failing grade will stand.

### **Academic Dishonesty**

Cheating on any assignment is considered academic dishonesty. This includes plagiarism in any form. Cheating will be dealt with in the following manner:

- If a student is caught cheating, he will receive a zero on the assignment and will be placed on academic probation for the remainder of the school year.
- If the same student is caught cheating again, he will likely be expelled.
- No refunds will be granted for students who are expelled due to cheating.
- A Disciplinary Action Form will be submitted by the student's teacher for any instance of academic dishonesty.

### **Textbooks/Materials**

The books needed for the class can be purchased through Veritas Press. It is extremely important that the student has the correct version/edition of these materials.

Anatomy & Physiology Course Kit (003561)

- Advanced Biology Student Text (044004)
- Advanced Biology Solutions/Tests (044000)
- Anatomy Coloring Book (305060).

The following items are also recommended, but unfortunately, are not available through Veritas Press:

- Dissection kit, lab pans, pig dissection kit

We recommend:

- carolina.com - Comparative Mammalian Organ Dissection Kit #227975
- carolina.com - Standard Aluminum Pan #629011
- carolina.com - Carolina's Perfect Solution Pig #228495

### **Course Calendar**

See Course Assignment Sheet, located on course page, for class dates, breaks and all assignments and assessments. Class dates and breaks can also be found on the current academic year calendar.

