

Biology 2458, Spring 2017
Human Anatomy and Physiology II
Section 500 Online
January 16 - March 10

Instructor: Dr. Lee Ann Frederick

Phone: (817) 272-7064

Email: leeann@uta.edu

Faculty Profile: <https://www.uta.edu/mentis/public/#profile/profile/edit/id/4019/>

This course is on Blackboard. To access Blackboard: Go to <http://elearn.uta.edu> and log in with your NetID and password. To access course materials, click the **Course Materials** link on the left hand side menu.

Course Prerequisites: Human Anatomy and Physiology I.

Course Description: This is the second series of the A & P courses. This class focuses on the endocrine, cardiovascular, respiratory, immune, digestive, excretory and reproductive systems. Laboratory exercises involve both anatomical and experimental aspects of principles introduced in the lecture. This class is recommended for pre-allied health professionals.

Student Learning Outcomes:

- Students will adequately demonstrate their knowledge of the basic structures and organization of the endocrine, cardiovascular, respiratory, immune, digestive, excretory and reproductive systems.
- Students will apply their knowledge of molecular and cellular biology to relevant physiological processes, demonstrating their ability to engage in innovative thinking, scientific data collection, and analysis and interpretation of quantitative information using the scientific method.
- *Critical Thinking Skills:* to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- *Communication Skills:* to include effective development, interpretation and expression of ideas through written, oral and visual communication.
- *Empirical and Quantitative Skills:* to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- *Teamwork:* to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

Required Materials for Lecture & Lab: *Note: If you have previously taken A&P I (Biology 2457) with me, you do not need to buy any additional materials.

Lecture & Lab Materials: **You only need to purchase a textbook.** *Fundamentals of Anatomy & Physiology* by Martini and Nath, 9th or 10th edition. **There is NO lab book or kit to purchase.** The labs are all on blackboard. I have redesigned the course so that it is completely online. There is no lab safety course to take; ignore those emails if sent to you (in regards to this class).

GRADING CONVENTIONS: In this course you will be graded on lecture quizzes, lecture exams, lab assignments, lab practicals, a final exam and participation in a discussion forum.

There is a quiz on the syllabus that you must complete prior to starting the course: **You must take a pass/fail syllabus quiz to gain access into the course.** This quiz is available as soon as you have access to the course under the **syllabus link** on the left side menu. It is **due by the end of the first week of class.**

This quiz will allow you to become familiar with the testing environment. You must get all the questions correct before moving forward in the course. You may take this quiz as many times as possible, **however the last time should be a PASS.**

Note, this is your practice in the testing environment, use it as such! If you make an error on an actual test due to unfamiliarity with the testing environment in Blackboard, it is your own fault and credit will not be given. This is also your chance to figure out the Respondus Lockdown Browser and make sure it is working properly before taking your first exam.

LECTURE: The lecture section is worth 60% of the total grade and consists of 4 lecture exams and 12 quizzes. There is also a comprehensive final exam. ***Note that the lowest grades are NOT dropped in this course- everything counts.**

LAB: The lab section is worth 40% of the total grade and consists of 9 lab assignments and 3 lab practicals. ***The lowest grades will NOT be dropped.**

Everything is worth 100 points and is weighted as follows:

Grading Conventions

4 Lecture Exams.....	35%
1 Comprehensive Final.....	10%
12 Lecture Quizzes.....	10%
1 Discussion Forum	5%
Syllabus Quiz	Pass/Fail

There is a folder under the Start Here link in Blackboard that explains exactly how to calculate your grade. You cannot simply add your points and divide by the total.

3 Lab Practicals.....	30%
9 Labs.....	10%

Grading Scale:

Percentages Grade

89.5 - 100	A
79.5 - 89.4	B
69.5 - 79.4	C
59.5 - 69.4	D
0 - 59.4	F

*NOTE: Your total course score is a weighted percentage, therefore an 88% is NOT two points away from an A; it could be up to ten points away. Grades are pulled right out of Blackboard by MyMav; there is no way for the instructor to change your grade if you ask for a grade bump.

Exam, Quiz, & Lab Details

All graded materials are due at the end of the specified week. A "week" in this course begins on a Monday and ends on Sunday at 11:59 pm central time. The course week schedule can be found on Blackboard under Course Materials at the top of the page. Each module will specify which week the grades materials are due. Your coach will send you a reminder each week, but it is your responsibility to

keep up with the work. Note, the last week of the course is shortened. It is Monday - Friday; you do not have the weekend to complete your work.

Final Exam: The final exam is cumulative, covering chapters 18-29. The final is 100 multiple choice questions; you have **ninety minutes** to take it. I reuse your *lecture quiz* questions only; this is a very good way to boost your grade at the end of the semester. **Blackboard will automatically submit your answers when the allotted time has expired.** **There is NO make-up for the final exam.** If you miss the final exam, by failing to log on and complete the final exam when it is available online, then you will receive a zero for the final exam and a failing grade of "F" for the course. You must access the final exam through the Respondus Lockdown Browser.

Lecture Exams: There are four lecture exams. Each lecture exam covers three chapters in the text. All lecture exams are 50 multiple choice questions. You have **60 minutes** to take each exam. **Blackboard will automatically submit your answers when the allotted time has expired.** **There are NO make-up exams.** If you miss an exam, by failing to log on and complete the exam when it is available online, then you will receive a zero for the missed exam. You must access lecture exams through the Respondus Lockdown Browser.

Exam 1: ch 18-20 Exam 3: ch 24-26
Exam 2: ch 21-23 Exam 4: ch 27-29

Lecture Quizzes: We will cover 12 chapters in the text (ch 18-29). There is a lecture quiz on each chapter. All quizzes are multiple choice questions. You have **45 minutes** to take each quiz. **Blackboard will automatically submit your answers when the allotted time has expired.** There are **NO make-up quizzes.** If you miss a quiz, by failing to log on and complete the quiz when it is available online, then you will receive a zero for the missed quiz.

Discussion Forum: The discussion forum is the signature assignment for this course which will aid the instructor in assessing *critical thinking, communication, quantitative skills, and team work*. Students will participate in the discussion by posting four comments. You should post at least one original comment and three comments on other students' posts. Please write the student's name your referring to in your comment. You have the entire 8 week semester to complete this assignment. Comments should be constructive and relevant. **Comments that are disrespectful or inappropriate will result in a grade of zero for the entire assignment.** This assignment must be completed in full to received credit, no partial credit will be awarded.

Laboratory Practicals: There are 3 lab practicals, each covers three labs. All laboratory practicals are 50 multiple choice questions each. You have **50 minutes** to complete the lab practical. **Blackboard will automatically submit your answers when the allotted time has expired.** **There are NO make-up lab practicals.** If you miss a lab practical, by failing to log on and complete the practical when it is available online, then you will receive a zero for the missed practical. You must access lab practicals through the Respondus Lockdown Browser.

Lab Practical 1: labs 1-3
Lab Practical 2: labs 4-6
Lab Practical 3: labs 7-9

Lab Assignments: There are nine lab assignments. These assignments are not timed. **There are NO make-up lab assignments.** If you miss a lab assignment, by failing to log on and complete the assignment when it is available online, then you will receive a zero for the missed assignment.

- | | |
|-----------------------------------|------------------------------|
| 1. Cardiovascular system: blood | 6. Digestive system |
| 2. Cardiovascular system: heart | 7. Anatomy of urinary system |
| 3. Cardiovascular system: vessels | 8. Urinalysis |
| 4. Lymphatic system | 9. Reproductive system |
| 5. Anatomy of respiratory system | |

Grading Penalties for Lateness: Blackboard will automatically submit your answers when the allotted time has expired. You have the following allotted time limits:

Exams: 60 minutes

Quizzes: 45 minutes

Lab Practicals: 50 minutes

These times have been set at a pace that shows me you know the answer without looking up information in your book or online while taking the test. If you cannot complete the assignments in this time frame, you do not know the material well enough.

Due Date: Your calculated grade on a test (quiz, exam, or lab practical) or lab assignment will be reduced by a penalty of **1 point per hour**, for every hour that you exceed the due date up to 24 hours. **After that 24 hours (Monday 11:59 pm), late work may not be submitted.** If you submit work a day late, that is a 24 point deduction. Make sure you submit the tests and assignments before their due dates pass!

Remember, a "week" in this course begins on Monday and ends on Sunday at 11:59 pm. All materials for each week are due by midnight of Sunday. The weekly schedule is listed on the Course Materials page at the top.

You may view your work immediately after submission however you will only see the question and what you answered correctly/incorrectly. You may view your answers the Tuesday after the assignment is due (all work is due on Sunday evening).

Check Your Answers: Please check your answers before submitting your quiz, exam or practical. If you mistakenly select the wrong answer, you will NOT be given back any points. It is easy to select "A" and slide the mouse and "B" actually gets selected. **BE CAREFUL and double check your answers BEFORE you submit!**

Technical Difficulties: It happens time to time that your internet connection disconnects or the power goes out or you double clicked in the testing environment, did not update JAVA or have more than one window open which forces Blackboard to shut down. If this happens during a timed assignment, **LOG BACK IN IMMEDIATELY**; the **TIMER KEEPS RUNNING** even when you are logged out. The second you click on a timed assignment, the timer starts and does not stop until you hit submit.

ACADEMIC INTEGRITY: It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. "Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22)

Note: Blackboard will give you an error message and kick you out of the testing environment if you attempt to open another window while in any of the testing environments. This is to prevent looking up answers. This includes any internet windows, PowerPoint or email.

BLACKBOARD TECHNICAL ISSUES: Because you have signed up for an online course, your internet service and connection are your responsibilities. Make sure you have updated, fast, reliable service. HAVE A BACKUP PLAN just in case your internet connection goes out. This has happened due to power outages and weather. Plan accordingly.

It is your responsibility to go through the Student Resources and FAQ's on the menu to learn how to use Blackboard. You are taking an online course; you must know how to use your platform! I expect you are responsible enough to do this on your own and will assume you have done so *before* you begin the course. Please do not email me with technical questions without trying to determine what you may have done first to receive an error message. You may call the help desk at any time and seek assistance: helpdesk@uta.edu or 817.272.2208.

Make sure you have an updated version of Java; Blackboard requires Java to run. Do not double click in the testing environment. It slows Blackboard down.

If you do receive an error message while in the Blackboard testing environment, **log right back in and keep going. The TIMER DOES NOT STOP!!!** You should not receive any error messages if you follow the directions below and familiarize yourself with the testing environment. If you experience technical difficulties during an exam, it is best to log back in and keep going. **I cannot award points or let you retake exams or practicals due to technical difficulties.**

If you click on an assignment or an exam, you are going to open it and the clock will start! You will have to take it whether you are prepared or not. Be careful that you are opening the correct exam or assignment!

Lastly, answers do not switch when they are submitted. Blackboard is unable to change any answers you save. Therefore, do not assume Blackboard switched your submitted answer- it is not possible. It is your responsibility to make sure you save your changes before submitting and points will not be awarded back to you if you do not double check and submit the wrong one.

Dropping the Course: Please note that the **last day to withdraw from class with a "W" is February 20th.** Be aware that after this date you will receive an academic grade in the course. Initiating the drop procedure is the student's responsibility.