COURSE MATERIALS

Modified Mastering A&P code with eText (includes Interactive Physio, PAL, and PhysioX lab access). Pearson. ISBN: 9780134763415

The code can be purchased directly through Pearson (by accessing through Canvas) or through the bookstore.

You will need this Mastering A&P access code to participate in laboratories.

Optional: *Human Anatomy & Physiology Laboratory Manual by Elaine Marieb & Lori Smith*

** It is your decision if you want to purchase the physical lab manual. Keep in mind that all information needed for the lab can be found on Mastering A&P, in the textbook, and from lecture.

You must have your ID (student ID or driver's license) to attend your open lab section or the practicals. Failure to show your ID will prevent you from entering the lab.

LABORATORY INSTRUCTOR INFORMATION

Instructor	Day/Time (sections)	Email
Nicole Hales	W 8 - 9:50am (12/13) TH 5 - 6:50pm (19/20)	nicole.hales@uta.edu
Cristian Hernandez	M 12 - 1:50pm (6/7) W 12 - 1:50pm (16/17)	WILL PROVIDE ON 1ST DAY
Ayda Mirsalehi	M 8 - 9:50am (2/3) T 5 - 6:50pm (9/11)	seyedehayda.mirsalehi@uta.edu
Dr. Nicholas Pollock	T 2 - 3:50pm (8) TH 2 - 3:50pm (18)	nicholas.pollock@uta.edu
Dr. Eli Wostl	M 10 - 11:50am (4/5) W 10-11:50am (14/15)	ewostl@uta.edu

Dr. Pollock is the lab coordinator for all Human Anatomy & Physiology labs. Any absence or rescheduling of a practical must be addressed by him. Any other questions and concerns about labs should be directed to your GTA. Any issues that cannot be, or are not, addressed by your GTA should then be directed to Dr. Pollock via email, office hours, or by appointment.

Dr. Nicholas Pollock (nicholas.pollock@uta.edu)
Life Sciences, Room 466
Office Hours: email for an appointment

STUDENT LEARNING OUTCOMES

Laboratory goals are to introduce the student to human form and function, with a particularly strong focus on human structural anatomy, and to provide connections with material covered in lecture. This laboratory is hybrid in form, incorporating online and in-person components. Students will use Pearson Mastering A&P online material (*Practice Anatomy Lab*: models, cadaver, histology; *PhysioX*: virtual lab experiments) and other online exercises to emphasize the basic anatomy and physiology of cells, tissues, and the integumentary, skeletal, muscular, and nervous systems. Anatomical language will also be a heavy focus. To supplement the online activities, students are highly encouraged to attend open laboratories to review models and histology slides.

**** MAKE SURE TO HAVE FULL MASTERING A&P ACCESS BY LAB WEEK 2 ****

TENTATIVE SCHEDULE

WEEK 1 Aug 25 - Aug 31	**MANDATORY (SEE CANVAS FOR DETAILS)** Lab Guidance & Introduction **Group Presentation Topics Due**
WEEK 2 Sept 1 - Sept 7	**NO OPEN LABS** Introduction to Mastering AP
WEEK 3 Sept 8 - Sept 14	Anatomical Language, Organ Systems, Cells
WEEK 4 Sept 15 - Sept 21	Tissues, Integumentary System
WEEK 5 Sept 22 - Sept 28	Bone Tissue, Axial Skeleton
WEEK 6 Sept 29 - Oct 5	Appendicular Skeleton
WEEK 7 Oct 6 - Oct 12	Skeletal Muscles **Presentation Abstracts Due Oct 6 @ 5pm**
WEEK 8 Oct 13 - Oct 19	**MANDATORY** **Practical I** **(attend your scheduled lab)**
WEEK 9 Oct 20 - Oct 26	Nervous Tissue, Central Nervous System
WEEK 10 Oct 27 - Nov 2	Cranial Nerves Autonomic Nervous System, Reflexes
WEEK 11 Nov 3 - Nov 9	Sensory System

WEEK 12	**MANDATORY (SEE CANVAS FOR DETAILS)**
Nov 10 - Nov 16	Group Presentations & Critiques
	Due Nov 10 @ 5pm
WEEK 13	**MANDATORY**
Nov 17 - Nov 23	**Practical II**
	(attend your scheduled lab)

INVOLVEMENT IN EACH LAB WEEK

For each lab, you will need to go onto Canvas > Modules, find the appropriate lab module, and follow all instructions or links to complete the lab quiz, activities, and terms lists. Labs will have a 1-week time period to be completed, after which grades of 0 will be applied and material can be reviewed.

For each week, you have multiple opportunities to study, review, and learn the lab material (i.e., on your own with online activities, in person during open lab, and any time you wish to review models, histology slides, etc.). You should complete the terms lists by using Mastering A&P, your textbook, lecture notes, and other reputable sources. Use the terms lists and further study them as you work through the online activities. **DO NOT** just complete the activities without taking notes and studying the material... this will not help you learn and perform well on practicals.

Although open labs are not strictly required to attend (except on specific weeks... see schedule above), it is highly recommended that you attend them in order to review models, histology slides, and any lab material with your lab instructor. Open lab will serve as the lab instructor office hours, so this is the time to ask question, get clarification on assignments, and review quizzes.

By the time each lab week concludes, you should have a complete terms list, set of completed activities, a finished quiz, and a better understanding of A&P. Make sure to review the terms lists and other material as the semester progresses. This will allow you to better learn, remember, and recall the information needed to succeed on the practical and in lab.

GRADING POLICY

Laboratory is worth **35%** of the total course grade. The lecture professor will be given both a percentage and a point total for each student.

- You are NOT permitted to drop lab. Drops will be applied to both lecture and lab.
- Group work does NOT mean that one person does the assignment and everyone gets the grade. If your lab instructor feels confident that you did not participate, you will receive a reduced grade or a grade of 0.
- Evidence of collusion on individual assignments will result in a grade of 0 for both parties.
- Quiz and assignment grades from Mastering A&P will be posted on Canvas within 48 hours of completion. Practical grades will be posted within 2 weeks of completion.
- In most cases, students have one week from the time a grade is posted on Canvas to dispute the grade. Grades cannot be contested after this deadline has passed.
- Course policy prohibits extra credit in any form, and there are no curves, so don't ask.

**** Students are expected to keep track of their performance throughout the semester and seek guidance if their performance drops below satisfactory levels.**

Quizzes (8 @ 10 pts each)	80
Lab Activities	179
Lab Practicals (2@ 100 pts each)	200
Group Presentation Abstract	10
Group Presentation	20
Group Critique	10
Laboratory Total (35% of course grade):	499 points

LAB QUIZZES

Quizzes will be administered through Mastering A&P and grades will be posted to Canvas within 48 hours of completion. Questions will focus primarily on material covered in the current lab, but because A&P is interconnected, quizzes may also include material from previous labs. Make sure to follow all instructions and study for these quizzes (using terms lists, PAL, PhysioX, etc.) since they are a sizeable part of your laboratory grade and will be one metric to follow your learning progress. **Quizzes will consist of 10 questions, have a 10-minute time limit, and you will not be able to go back to previous questions.** Quizzes cannot be taken after the due date. Quizzes can be reviewed after the due date, but wrong answers will require you to determine why the answers are wrong and what the correct answers are.

LAB ACTIVITIES

Lab activities (including PhysioX virtual labs, exercises, and questions) are to be completed through Mastering A&P. Grades will be posted to Canvas within 48 hours of completion. These activities are a very large part of your laboratory grade and are very important for monitoring your learning progress. That being said, make sure to follow all instructions, take your time, take notes, and thoroughly complete any activities assigned. **DO NOT just complete the activities without taking notes and studying the material**. Activities cannot be taken after the due date. Activities can be reviewed after the due date, but wrong answers will require you to determine why the answers are wrong and what the correct answers are.

LAB PRACTICALS

Practicals will be administered in-person during your scheduled lab time. Practicals will consist of 50 stations with 1 question per station (50 questions total). Questions will be short answer, fill-in-the-blank, and multiple-choice. Practical I will cover Anatomical Language to Muscles and Practical II will cover the Nervous System. You will have 60 seconds for each station, with no second go-arounds. All questions will be chosen from material included in terms lists, online lab quizzes and exercises, and will include models, histology slides, and some data interpretation (on the basis of PhysioX virtual labs). **There are absolutely no make-up practicals.** Students who have an acceptable, documented excuse and prior approval of Dr. Pollock may be allowed to take a practical in a different section **only** during that same week. **Failure to take the practical during the scheduled week will result in an incomplete for the course.** Students showing up late will **not** be admitted to the exam.

GROUP PRESENTATION

Presenting scientific and medical findings to an audience is an important skill. Working and communicating with others is also very important. To facilitate these skills, students will be required to participate in a group presentation of a research topic of the groups choosing a disease, disorder, or clinical manifestation in one of the systems of this course: integumentary system, skeletal system, muscular system, or nervous system. The topic must **not** be on the "Do Not Choose" list, posted on Canvas and shown during the first lab. You will need to collect information from

peer-reviewed journals, synthesize this information using critical thinking, and present your findings to the class. See the rubric on Canvas for further guidelines. Groups are pre-assigned and you must work with your assigned group members**.** If group members drop the course, you are still required to present, even if you are the only one left. Group presentations must be submitted through Canvas (SEE BELOW). **Submit your presentation topic to your lab instructor by the end of the first lab.**

GROUP PRESENTATION ABSTRACT

The ability to convey scientific information in a concise and understandable way is incredibly important in most professions. This assignment will require you to write a summary of your group presentation. **Make sure that you write your own abstract and do not use an abstract from a fellow group member. This is plagiarism!** Abstracts must have a normal size 12 font, must be double-spaced, must be no more than 1 page in length, and must be submitted through Canvas (SEE BELOW). See the checklist on Canvas for further guidelines.

Group Presentation & Abstract Submission Policies:

1. Do all submissions through Google Chrome, Firefox, or Internet Explorer.
2. Submissions must be in **Powerpoint or Word** format depending on the assignment. **DO NOT** submit a PDF to Canvas. It will not be graded and you will receive a 0.
3. **DO NOT** submit assignments via email. They will not be accepted.
4. **Pay attention to the due dates. Late assignments, or those incorrectly submitted, will absolutely not be accepted and will receive a grade of 0.**
5. It is your responsibility to submit all assignments correctly and on time. Except in the case of early submissions and documented technical difficulties, you will not be given extra time to submit electronic assignments in the case of computer-related issues.
6. It is recommended that you take a screen shot of successful electronic submissions. Complaints of missing submitted assignments will not be considered without documentation. This requirement also applies to failed submission attempts due to technological difficulties.
7. **DO NOT** turn in work that has been completed and submitted for a different class or assignment, as you will be caught and reported to student conduct.
8. **Submissions through Canvas are considered final**. Requests to clear submission attempts will not be considered, except in cases where technological difficulties can be proven.

GROUP MEMBER CRITIQUES

Working and communicating with others is very important, regardless of whether you get along or not, and providing feedback to others is vital to personal and professional growth. This is particularly true in any field of science. In this course, as described above, you will be required to work with fellow students to research and complete a presentation on a disease or disorder. This will require students to communicate and work together throughout the semester. As you do this, keep in mind how cooperative, communicative and effective your group members are. **There are no acceptable reasons or excuses for a lack of effort, work, and especially communication (you have phone calls, messaging, email, Facebook, Twitter, Instagram, Snapchat, and pretty much most other apps)**. On the day of the group presentation, you will be required to submit a critique sheet of yourself and your group members upon entering lab. Please be honest in the reviews and justifications for your ratings of each group member. Critiques will be a large part of your group presentation grade. **Failure to submit a critique will result in a grade of 0.**

EXPECTATIONS

1. Be attentive to the information and instructions that your lab instructor provides.
2. Check your Canvas announcements and email as the lab instructor will use these forms of communication to inform you of important dates and reminders regarding the lab.
3. Follow all deadlines for submission of quizzes and assignments. Late submissions will receive a 0.
4. Abide by all rules and regulations regarding safety conduct in the lab. **SEE BELOW**.
5. By enrolling as a student at UTA, you have agreed to abide by the University's Honor code. It is your responsibility to ensure that you abide by this promise and uphold the integrity of UTA. If you are unsure if your assignment contains plagiarism, it is your responsibility to meet with your lab instructor to get help prior to submitting the assignment.
6. Your education is your responsibility. The best way to perform well and achieve success is to work hard, study, and dedicate time to learning the material and developing scientific writing skills.

ATTENDANCE & OPEN LABS

1. Throughout the semester, there will be open labs in which you can attend your scheduled lab time. This is highly encouraged so you can review models, histology slides, and any lab material with your lab instructor. Open labs will serve as the lab instructor office hours.
2. Attendance to your scheduled lab time is mandatory for the first lab week, lab practicals, and group presentations.
3. **You must have your ID (student ID or driver's license) to attend your open lab section or the practicals. Failure to show your ID will prevent you from entering the lab.**
4. If you must miss a practical, contact Dr. Pollock and your lab instructor prior to the absence. You may be permitted to attend a different lab section with a legitimate, documented excuse (e.g., medical, death in the immediate family, illness of a family member for which you are the primary care provider).
5. No absence will be considered excused without appropriate documentation, regardless of the cause. Absences due to relationship issues, conflicts with work, or a planned trip will not be excused.
6. If you are unable to contact Dr. Pollock and your lab instructor prior to missing lab, you must notify them of the cause of the absence within 24 hours of the missed lab. Absences brought to attention after this time will not be considered excused regardless of reason or documentation.

ACADEMIC INTEGRITY

Each student has the responsibility to uphold the highest standards of academic integrity in their own work, to refuse to tolerate violations of academic integrity in the university community, and to foster a high sense of integrity and social responsibility on the part of the university community. Cheating and Plagiarism: Plagiarism is defined as the use of any information, published, or unpublished without acknowledgement. Cheating occurs when you use the work of another student in place of your own. Neither will be tolerated. It is extremely important that you distinguish your own ideas from those of others. You must always acknowledge sources. If you have any questions, see me.

SAFETY

1. Safety attire consists of **long pants that cover the ankle and shoes that cover the toes and the top of the foot**.
2. Failure to wear proper safety attire in each lab will prevent you from attending the open lab and you will receive a grade of 0 on anything missed.
3. **There is absolutely no food, drinks, and gum permitted in the lab at any time.**

CONFLICT RESOLUTION

If you experience an issue in lab, you must first arrange a meeting with your lab instructor. If the issue remains unresolved after you have met with your lab instructor, you may then consult the Laboratory Coordinator, Dr. Nick Pollock. If the issue still requires attention, you may consult the Associate Chair of Biology, Dr. Laura Mydlarz. To do this you must file a grievance at https://www.uta.edu/php-lib/machform/view.php?id=3403. You must file the form in order to have your issue heard. None of the listed personnel will discuss the issue with you until you have first consulted all of those preceding him/her.

ACADEMIC HONOR CODE

Each student has the responsibility to uphold the highest standards of academic integrity in their own work, to refuse to tolerate violations of academic integrity in the university community, and to foster a high sense of integrity and social responsibility on the part of the university community. **Cheating and Plagiarism**: Plagiarism is defined as the use of any information, published, or unpublished without acknowledgement. Cheating occurs when you use the work of another student in place of your own. Neither will be tolerated. It is extremely important that you distinguish your own ideas from those of others. You must always acknowledge sources. If you have any questions, see me.

AMERICANS WITH DISABILITIES ACT

Lab instructors are required by law to provide "reasonable accommodation" to students with disabilities, so as not to discriminate on the basis of disability. **It is the student's responsibility to inform their lab instructor and Dr. Nick Pollock that they require accommodation by the end of the second week and prior to any assignments, quizzes, activities, or practicals that require accommodation**. Only students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek information, services and/or accommodations by contacting: The Office for Students with Disabilities, http://www.uta.edu/disability, University Hall, Room 102, 817-272-3364.

TITLE IX

The University of Texas at Arlington is committed to upholding U.S. Federal Law "Title IX" such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit www.uta.edu/titleIX.

SYLLABUS CHANGE POLICY

This syllabus is a guide for the course and is subject to change. Notice will be given. If you find an error, please contact Dr. Pollock.