

APPLIED HUMAN ANATOMY W/ LAB

APK 2100C ~ 04 CREDITS ~ SPRING 2020

- INSTRUCTOR:** Joslyn Ahlgren, Ph.D
Office: FLG 108
Office Phone: 352-294-1728
Email: jahlgren@ufl.edu
Currently enrolled students: please use CANVAS email
- OFFICE HOURS:** A schedule of office hours will be posted in CANVAS during the first week of classes.
- LECTURE TIME/LOCATION:** MWF Period 4 (10:40-11:30 AM) / CSE A101
- LAB TIME/LOCATION:** Students meet for lab once a week for two periods:

CLASS #	SECTION #	LAB DAY AND MEETING TIME	LAB LOCATION
10665	0538	R Period 2 - 3 (8:30 AM - 10:25 AM)	FLG 107A
24918	1000	W Period 8 - 9 (3:00 PM - 4:55 PM)	FLG 107A
10671	1248	W Period 6 - 7 (12:50 PM - 2:45 PM)	FLG 107A
10672	1257	M Period 2 - 3 (8:30 AM - 10:25 AM)	FLG 107A
10674	1289	M Period 6 - 7 (12:50 PM - 2:45 PM)	FLG 107A
10675	4700	T Period 8 - 9 (3:00 PM - 4:55 PM)	FLG 107A
10676	4703	M Period 8 - 9 (3:00 PM - 4:55 PM)	FLG 107A
10677	4705	R Period 8 - 9 (3:00 PM - 4:55 PM)	FLG 107A
10678	8582	T Period 6 - 7 (12:50 PM - 2:45 PM)	FLG 107A

COURSE DESCRIPTION: Study of general anatomy of the human body from a systematic approach. Understanding anatomical terminology, gross structures, and locations of different body structures are primary concerns. Cells, tissues and organs of the integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary and reproductive systems are emphasized.

PREREQUISITE KNOWLEDGE AND SKILLS: There are no prerequisites for this course; however, any previous experiences in medical terminology, physiology, physics, chemistry, and/or biology will be helpful to students.

REQUIRED AND RECOMMENDED MATERIALS: Please note that APK2100 will be participating in the UF All Access program this semester. Students will have two options to gain access to the required MasteringA&P materials when classes begin. Students will have a choice to “Opt-In” to MasteringA&P access through a link provided in CANVAS for a reduced price and pay for these materials through their student account. Students who do not choose this option will be able to purchase an access code through the UF Bookstore. Both options provide access to the same online materials. There will also be a discounted, loose-leaf version print version of the textbook available at the UF Bookstore for students who would like a physical text for the course.

Textbook: Human Anatomy by Marieb, Wilhelm, Mallatt, 9th edition. Pearson.

COURSE FORMAT: Students will attend a live, 1-period lecture three times each week and a live, 2-period lab once each week. Students should read required textbook pages and print out or download PDF slides posted in CANVAS before attending lecture and lab.

PURPOSE OF COURSE: The purpose of this course is to introduce students to anatomy (the study of the body’s structures) and to present information and engage students in a way that promotes critical and creative thinking within the context of health and movement studies. Students will be asked to not only identify important structures of the human body, but also to incorporate some of the functions of the structures and tissues so that the information can be applied to novel, clinical scenarios. This applied method of teaching anatomy is intended to enhance the long-term retention of the concepts covered and prepare students for future courses and experiences which may require health or movement-based communication and problem solving.

GENERAL EDUCATION SUBJECT AREA GOALS: Biological science courses provide instruction in the basic concepts, theories and terms of the scientific method in the context of the life sciences. Courses focus on major scientific developments and their impacts on society, science and the environment, and the relevant processes that govern biological systems. Students will formulate empirically-testable hypotheses derived from the study of living things, apply logical reasoning skills through scientific criticism and argument, and apply techniques of discovery and critical thinking to evaluate outcomes of experiments. *The course purpose explains how these objectives will be met.*

COURSE LEARNING OBJECTIVES: The following table describes the UF General Education student learning outcomes (SLOs) and the specific learning objectives for APK 2100c. By the end of this course, students should be able to:

Gen Ed SLOs	APK 2100c Course Goals	Assessment Methods
Content: Demonstrate competence in the terminology, concepts, methodologies and theories used within the discipline.	<ul style="list-style-type: none"> Identify and describe gross and microscopic structures of the organ systems covered. Describe the relationship between structure and function at all levels of organization (cellular, tissue, organ, system, organism). 	<ul style="list-style-type: none"> Homework problems All lecture exams Lab exams 1 & 2
Communication: Communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.	<ul style="list-style-type: none"> Communicate with peers and professionals using anatomical terminology. 	<ul style="list-style-type: none"> Oral communication assessment using anatomical models
Critical Thinking: Analyze information carefully and logically from multiple perspectives, using discipline specific methods, and develop reasoned solutions to problems.	<ul style="list-style-type: none"> Predict functions of unknown body structures if given the anatomical make-up or vice-versa (predict anatomical make-up of body structures if given clues about function). Predict potential causes of disease/injury symptoms from a functional anatomy perspective. 	<ul style="list-style-type: none"> Clinical scenario homework problems All lecture exams Lab Exam 1

COURSE AND UNIVERSITY POLICIES:

ATTENDANCE POLICY: Attendance will be taken in lab, but it will not affect your grade. Attend the lab section for which you are enrolled, not the one most convenient for you on any given day. If you have to miss your lab for any reason, please make arrangements with your TA to attend another lab section that week. Although attendance is not required (no points), it is absolutely IMPERATIVE for your success in this course. *Lecture video links are for use by students currently registered for the WEB section of APK2100c. Watching the video lectures should NOT be substituted for attending live lectures as content and emphases in the live lectures may deviate from pre-recorded lectures. Furthermore, sharing or posting of these lecture videos anywhere is strictly prohibited and will be processed as an Honor Code violation.*

PERSONAL CONDUCT POLICY: Students are expected to exhibit behaviors that reflect highly upon themselves and our University:

- Read and refer to the syllabus
- Arrive to lecture and lab on time (a few minutes early)
- Show respect for the authority of the course instructor and graduate TAs through politeness and use of proper titles (e.g., “Dr. Ahlgren” or “Doc. A”)
- Use of professional, courteous standards for all emails and discussions:

- Descriptive subject line
- Address the reader using proper title and name spelling
- Body of the email should be concise but have sufficient detail
- Give a respectful salutation (e.g., thank you, sincerely, respectfully)
- No textspeak (e.g., OMG, WTH, IMO)
- No texting or checking Face Book (or the like) during class/lab instruction time
- No personal conversations during class/lab instruction time
- Adherence to the UF Student Honor Code:
 - <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>
 - Honor code violations of any kind will not be tolerated and sanctions will be determined by the course instructor for first-time violators
 - Any use, access, or handling of technology during an exam will result in a zero on the exam **and** potential failure of the course
 - All allegations, regardless of the severity, will be reported to the Dean of Students Office for University-level documentation and processing
 - *Sharing or posting of Doc. A's lecture videos anywhere is strictly prohibited and will be processed as an Honor Code violation. Students who are aware of such sharing/posting of the lecture videos are obligated to disclose that information to their course instructor.*

EXAM MAKE-UP POLICY: Make-up exams will be given at the discretion of the instructor. To schedule a make-up exam, please fill out the **make-up exam request form** posted in CANVAS and submit it to your course instructor. Documentation will be required. Unexcused missed exams will result in a zero on the exam (this includes contacting the instructor **after** the exam if you are ill). **You are absolutely not permitted a make-up exam for personal travel/vacations, so please make your travel arrangements accordingly.** If you have a serious emergency or life event, please contact the Dean of Students Office (www.dso.ufl.edu) and they will contact your instructors so that you do not have to provide documentation of the emergency/death in order to get a make-up exam. Requirements for class attendance and make-up exams, assignments, and other work are consistent with the university policies that can be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

ACCOMMODATING STUDENTS WITH DISABILITIES: Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

Students registered with the DRC: I strongly recommend that you submit all lecture exam requests through the DRC *in the first week of classes* to ensure that they are

approved in a timely manner. You will take your *lab exams* in the anatomy lab, not at the DRC. Please watch CANVAS announcements for dates/times of the accommodated lab exams. If you cannot make the posted exam time, then please contact your course instructor asap to make alternate arrangements.

COURSE EVALUATIONS: Students in this class are participating in GatorEvals. This evaluation system is designed to be more informative to instructors so that teaching effectiveness is enhanced and to be more seamlessly linked to UF's CANVAS learning management system. Students can complete their evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Thank you for serving as a partner in this important effort.

GETTING HELP:

Health and Wellness

- U Matter, We Care: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575
- Counseling and Wellness Center: <https://counseling.ufl.edu/>, 352-392-1575
- Sexual Assault Recovery Services (SARS) - Student Health Care Center, 392-1161
- University Police Department, 392-1111 (or 9-1-1 for emergencies)
<http://www.police.ufl.edu/>

Academic Resources

- E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>
- Career Connections Center, Reitz Union, 392-1601. Career assistance and counseling. <https://career.ufl.edu/>
- Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <http://teachingcenter.ufl.edu/>
- Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <http://writing.ufl.edu/writing-studio/>
- Student Complaints On-Campus: <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/> On-Line Students Complaints: <http://distance.ufl.edu/student-complaint-process/>

GRADING:

The following table outlines the point-accruing components of the course. The total points earned from each component will be summed and divided by 700.

Evaluation Components	Points Per Component	Approximate % of
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(number of each)		Total Grade
Lecture Exams (4)	60 pts each = 240 pts	240/700 = 34.5%
Homework (20)	10 pts each = 200 pts	200/700 = 28.5%
Lab Exams (2)	100 pts each = 200 pts	200/700 = 28.5%
Communication Assessment (1)	10 pts each = 10 pts	10/700 = 1.5%
Comprehensive Final (1)	50 pts each = 50 pts	50/700 = 7%
Extra Credit	15 points possible	0%

Lecture Exams – Each exam will consist of 40 questions, 1.5 points per question. Questions will be multiple choice and true/false. Students are not permitted access to any kind of materials or notes during these exams. Exam questions are generated by the course instructor and the majority of focus should be given to the lecture notes when studying. Students will take exams in the same room where weekly meetings are held and will be allowed 45 minutes to complete the exam.

Homework – Homework in MasteringA&P will be due Fridays at 11:59pm each week. Homework problems are multiple choice, true/false, fill in the blank, and matching. These questions are specific to the textbook, so that should be your primary resource for answering those questions. **For the fill in the blank questions, spelling and proper tense of the word counts.** These assignments are NOT intended to be used as the primary study tool for preparing for the exams. The function of the homework assignments is to (a) get students more familiar with the textbook, and (b) to get students eased into answering anatomy questions. Late submissions will not be accepted.

The following are specific homework grading guidelines to keep in mind:

- You may open/close an assignment as many times as you wish until it is due.
- For multiple choice and fill-in-the-blank questions, you are penalized 50% if you miss on the first attempt and 100% if you miss on the second attempt. For true/false questions, you are penalized 100% if you miss on the first attempt.
- You are penalized a small fraction for opening a hint if one is available.
- These are open-resource questions, so you are allowed to attend office hours for assistance.

Lab Exams – Lab exams are 80 questions, 1.25pts per question. These exams are practical “bell-ringer” exams in which the student moves from station to station identifying gross anatomical structures on plastic models. These exams consist of 40 stations, 2 questions per station, and students have 40 minutes to complete the exam. Students will be asked to sign up for a lab exam time. Sign-up sheets will be available in the study lab the two weeks preceding the exam. **Students who do not arrive on time (i.e., 10 minutes early) for their exam will need to wait outside the lab for the next exam time. If there is not room in the next exam time, the student will need to continue waiting until an opening is available. If there are no more exams, then the student will take a written make up exam.**

Communication Assessment – Students will be assessed on their ability to effectively communicate using anatomical terminology. Students will select any lab model and orally describe the model and answer basic questions about it. A grading rubric for this assessment will be posted in CANVAS for you to use to prepare. Please work with your lab TA to schedule and complete this assessment. **Failure to complete this on or before the last day of classes (before the reading days) will result in a zero.**

Comprehensive Final – The final exam will consist of 80 multiple-choice and true-false questions, each worth 0.625 pts. You will be allowed two hours to complete this exam. The exam will be held in the same room where lectures and midterm exams are given. A guide will be posted in CANVAS to assist you in studying for this exam. Students are encouraged to wait until after the last midterm to focus on this study guide.

Extra Credit - Students can earn up to 15 points of extra credit in this course. Each lab TA will assign extra credit differently, so it is the students' responsibility to learn their TA's policies for earning extra credit. Up to 5 of the 15 points of extra credit can be earned for participating as a subject in an approved research study. Approved studies will be posted in CANVAS throughout the semester. Participation in a research study is NOT necessary to earn the maximum amount of extra credit. Participation in a research study CANNOT earn you more than 15 points of extra credit. If you do participate in a study, the study coordinator will give your name and extra credit points to your instructor at the *end of the semester*. **All extra credit points will be uploaded to the gradebook prior the final exam. Any discrepancies must be brought to the attention of your TA before 5pm on the last reading day.**

GRADING SCALE: Any discrepancies with the gradebook should be pointed out to the instructor before the final exam. **There is no curve for this course and final grades will not be rounded up.** More detailed information regarding current UF grading policies can be found here: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>. **Any requests for additional extra credit or special exceptions to these grading policies will be interpreted as an honor code violation (i.e., asking for preferential treatment) and will be handled accordingly.**

Minus grades are not assigned for this course. A minimum grade of C is required for all General Education courses, such as this one. Should points need to be altered during the term (not likely, but things like hurricanes can really muck things up), these percentages will still be used to calculate grades (i.e., 90% = A).

Letter Grade	Points Needed to Earn Each Letter Grade	Percent of Total Points Associated with Each Letter Grade	GPA Impact of Each Letter Grade
A	≥ 630	90.00-100%	4.0
B+	609-629.99	87.00-89.99%	3.33
B	560-608.99	80.00-86.99%	3.0
C+	539-559.99	77.00-79.99%	2.33

C	490-538.99	70.00-76.99%	2.0
D+	469-489.99	67.00-69.99%	1.33
D	420-468.99	60.00-66.99%	1.0
E	≤ 419.99	0-59.99%	0

WEEKLY COURSE SCHEDULE:

The following table represents current plans for the term. Any changes to this plan will be posted in CANVAS as an announcement.

BEFORE DAY 1 of CLASS: Read instructor welcome announcement, read syllabus, and take syllabus quiz in canvas

*****Organizational Tip: Print out this schedule and pin it to your fridge or whatever you view regularly day-to-day.*****

Week	Dates	Lecture Topic (required reading pages)	Lab
1	Jan 6-10	Ch. 1 – Intro to the Body Ch. 2 – Cells	No Lab (use this time to locate the lab and print/download your lab slides)
2	Jan 13-17	Ch. 4 – Tissues	Lab 1 - Axial Skelton (Corresponds with Ch. 7)
3	Jan 20-24	<i>Mon. Jan. 20st is a holiday...no class or labs</i> Ch. 5 – Integumentary	Lab 2 - Appendicular Skeleton (Corresponds with Ch. 8) <i>Mon labs attend a different section</i>
4	Jan 27-31	Exam 1 (Ch. 1, 2, 4, 5) – Mon. Jan. 27 Ch. 6 – Skeletal	Bones Continued
5	Feb 3-7	Ch. 9 – Articulations Ch. 10 – Muscular	Lab 3 - Muscles: Upper Body
6	Feb 10-14	Ch. 10 – Muscular continued Ch. 11 – Muscles	Lab 4 - Muscles: Lower Body
7	Feb 17-21	Ch. 11 – Muscles continued Exam 2 (Ch. 6, 9, 10, 11) – Wed. Feb. 19 Ch. 12 – Intro to Nervous	Review and Practice Practical
8	Feb 24-28	<i>Lab exams held Mon and Tues this week →→→</i> Ch. 12 – Intro to Nervous continued Ch. 13 – CNS	Lab Exam 1 Mon Feb. 24 and Tues Feb. 25
9	Mar 2- 6	<i>Spring Break...no classes or labs</i>	<i>Spring Break...no labs this week</i>

10	Mar 9-13	Ch. 13 – CNS continued Ch. 14 – PNS	Lab 5 - Articulations, Skin, Eyes/Ears
11	Mar 16-20	Ch. 15 - ANS Exam 3 (Ch. 12, 13, 14, 15) – Fri. Mar. 20	Lab 6 - Nervous System
12	Mar 23-27	Ch. 19 – The Heart Ch. 20 – Vessels	Labs 7 – Circulatory System
13	Mar 30-Apr 3	Ch. 20 – Vessels continued Ch. 22 – Respiratory	Labs 8 & 9 – Respiratory & Digestive Systems
14	Apr 6-10	Ch. 23 - Digestive Ch. 24 - Urinary	Labs 9 & 10 – Digestive & Urinary/Reproductive
15	Apr 13-17	Ch. 24 – Urinary continued Exam 4 (Ch. 19, 20, 22, 23, 24) – Fri. Apr. 17	Review and Practice Practical
16	Apr 20-24	Lab exams held Mon and Tues this week →→→ Ch. 25 – Reproductive (<i>this will be on the final</i>) <i>Apr. 23 and 24 are reading days</i>	Lab Exam 2 Mon Apr 20 and Tues Apr 21
Comprehensive Final Exam -- Wed. April 29th -- 3-5pm in CSE A101			

SUCCESS AND STUDY TIPS:

STUDY TIPS FOR DOC. A's CLASS:

- Read from the text BEFORE attending lecture. Do not take notes, underline, highlight, or attempt to memorize anything yet...JUST READ and enjoy!
- Snow-ball the lecture notes. Begin studying lecture material immediately after the first lecture. Then, after the second lecture, begin your studies with day one lecture material. Continue this all the way up to the exam.
- If there is something in the textbook that was NOT in lectures, you are not expected to know it. There is a lot in the text that we don't have time to cover.
- Re-write questions. Taking complex questions and breaking them down to identify exactly what the question is REALLY asking for is very helpful. It is also very helpful to look at incorrect answer choices and identify what makes those choices wrong. Ask yourself, "How could I make that statement correct?" **You can practice this with the critical thinking questions at the end of each chapter.**
- Google novel images. For example, if there is a picture of the brainstem in your notes, Google "brainstem images" and see if you can identify the structures from the lecture.

- Google diseases or drug mechanisms of action. For example, if we are studying bone tissue, Google “bone disease”. Click on any link and just read a paragraph to see if you can understand based on what you now know about bone tissue anatomy. If you don’t understand it, that’s okay...did you recognize any words?

SUCCESS TIPS FOR DOC. A’s CLASS:

- Do not fall behind. This course moves at a FAST pace...and you can easily get overwhelmed if you procrastinate. Avoid studying at the last minute. Complete the homework as you go...do not leave it for the day before the exam.
- Stay organized. Keep track of all important due dates and move through each day in a uniform manner so that you are always aware of what you have done and what is left to be completed.
- Check CANVAS announcements/emails daily...just pretend it is social media for school. Your course instructor will post important and helpful information (such as friendly reminders of due dates) as announcements.
- Utilize the Undergraduate Teaching Assistants (UGTAs). These students have earned an A in my course recently and can help you with both lecture and lab.
- **Have a positive attitude! THIS STUFF IS COOL!**

PERSONAL NOTE FROM DOC. A:

If you are totally overwhelmed by the stresses of your semester and feel like you just can’t handle the pressure, please contact me or someone at UF’s Counseling and Wellness center. I genuinely care for my students’ wellbeing. Without you, I would have no one to teach...and that’s uncool.

Also, it is important to me that you feel welcome and safe in this class; and that you are comfortable participating in class discussions and communicating with me. If your preferred name is not what shows on the official UF roll, please let me know. I would like to acknowledge your preferred name and pronouns that reflect your identity. You may also change your “Display Name” in Canvas. Canvas uses the "Display Name" as set in myUFL. The Display Name is what you want people to see in the UF Directory, such as "Ally" instead of "Allison." To update your display name, go to one.ufl.edu, click on the dropdown at the top right, and select "Directory Profile." Click "Edit" on the right of the name panel, uncheck "Use my legal name" under "Display Name," update how you wish your name to be displayed, and click "Submit" at the bottom. This change may take up to 24 hours to appear in Canvas. This does not change your legal name for official UF records.

Let’s ROCK this semester, yeah?!

Doc. A