

# IMPERIAL VALLEY COLLEGE

**BIOL 204** (11361 & 11234)

**ONLINE**

## Human Anatomy

Fall 2020

4 Credits



**Instructor: Ms. Susan Moss**, Professor of Biology  
**Email:** susan.moss@imperial.edu

### Prerequisite

Completion of MATH 090 and BIOL 100 or BIOL 122 or BIOL 180 or BIOL 182, with grades of “C” or better. Or, completion of MATH 090 with a grade of “C” or better AND current California LVN or RN license.

### Course Description

This course is designed to study the fundamentals of human body structure and structure-function relationships at the cellular, tissue, organ, and systems level of organization.

**This course will be conducted completely online since the school is still closed due to COVID-19.**

### REQUIRED Item

► **Textbook**

*Human Anatomy*, Ken Saladin, McGraw-Hill Publisher

IVC bookstore offers used copies and access to an e-version. A hard-copy is recommended so you can write in notes and highlight things. It will also be a good reference aid to have for BIOL 206.

The current edition is the 6<sup>th</sup> (ISBN 978-1-260-21026-2). A slightly older edition is acceptable.

### Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Display critical thought and competency in communicating information related to topics in human anatomy. (ILO1, ILO2, ILO4)
2. Display knowledge of anatomy and dissection competency using mammal and/or human cadaver specimens as subjects. (ILO1, ILO4)



## Course Objectives

( details available on CurricUNET <http://www.curricunet.com/Imperial/> )

- The student will be able to identify and describe the main structures of cells and tissues.
- The student will be able to identify and describe the main structures of all human organ systems.

## Course Requirements and Instructional Methods

This online course incorporates PowerPoints, videos, simulated labs, and at-home activities related to the understanding of the human body. There will be open-book exams, worksheets, videos to watch, and online labs to complete.

## EXAMS

**All exams will be online and open-book.** They will be posted on Canvas, along with an official answer sheet. **Only the answer sheet I post for an exam will be accepted!** **Typically, exams will be posted Friday mornings and be due by 5pm on Monday.** So, you will be given about 3 days to complete each one and return the answer sheet to me as an attachment via email. **Attached documents must be in a form that I can easily open with a single click** ... so, a Word doc or PDF. The *only* email address you should use to submit exam answer sheets is my direct email: [susan.moss@imperial.edu](mailto:susan.moss@imperial.edu). Do not send via Canvas. You may ask for receipt confirmation if you think there may have been a problem with delivery.

An **answer key** will be sent out the week after an exam, so you can see what you missed and, if needed, let me know if you see a possible grading error on my part. *Always happy to recheck something!*

*Don't forget...* **You are allowed to ask questions while an exam is out.** I won't tell you if an answer is right or wrong, but I'm happy to clarify and elaborate, if needed. I never purposely write confusing or tricky questions. But, I know that what's clear to me may not be clear to someone else. So, don't hesitate to ask for help if there's any confusion!

**NO make-up exams will be given & exams arriving after the deadline will be penalized for lateness. Any exam received after the answer key has been posted will not be accepted.**

## Spelling & Structure Names

Since these are open-book exams, ***there is no excuse for spelling errors!*** The penalty for each spelling error is ½ point. An answer will simply be marked wrong if the spelling of it is deemed too far off.

There will also be a ½ pt deduction for any answer that is not complete. So, if a structure is the “*mastoid process*,” and you write just “*mastoid*,” that will be penalized. If the correct answer is the “*patellar*” body landmark, and you write the bone name, “*patella*,” that will be penalized.

Refer to structure lists and slide shows for properly-written terms. ***Remember, it's always better to be extra specific in your answer than not specific enough!***

Any confusion? Just ask!

### Grade Calculation

Final grades are calculated using a simple point system. If your test average is  $\geq 70.0\%$ , your grade will be based on the total points you earn divided by the total points possible. The grading scale will be:

A  $\geq 90\%$       B = 80-89%      C = 70-79%      D = 60-69%      F  $\leq 59\%$

- ◆ Exams: 30-200 pts. each
- ◆ **Labster** simulated labs: 25 pts each
- ◆ Misc. assignments: 10-25 pts each

**IMPORTANT:** ➤ If your exam average ends up below 60%, you will automatically receive an “F” for the course.  
 ➤ If your exam average ends up being between 60-69%, you will automatically receive a “D” for the course.

*If you can't pass the exams, you don't pass the class.*

Because exams are open-book AND you may ask me questions about things on the exams, **NO EXTRA CREDIT will be offered.**



### Simulated Labs

Some weeks, you will be required to do one or more **Labster** simulated lab activities. These can be accessed in Canvas under “**Assignments**.” As you go through the activity, you will be quizzed, and your quiz grade will be automatically entered in the “**Grades**” section on Canvas. Each will be worth 25 pts. **A due date/time is given for each lab.**

### NOTE:

- You have to complete the entire lab to receive a grade.
- Download time varies, depending on your internet connection. Allow yourself plenty of time!
- The program lets me know when you do the lab and how many attempts you make. You are only permitted **ONE** attempt at each activity. If I see that you did the lab after the deadline or have repeated the activity, there will be a penalty.
- **You must DO YOUR OWN WORK!**
- No penalty for early completion.

## Email Protocol

It's VERY important to check your email *every* day for messages from me. Also, I *strongly* encourage you to email me **often** with questions and/or concerns. I normally check and reply to emails **7** days a week. When emailing, please be sure to identify yourself and your class (204) in the message itself. Please put something in the subject line so I know it's a legitimate email. **Email me directly... not thru Canvas.** Thank you.

Also, feel free to email with non-course matters. Any nature questions, bird ID questions, or *any* sorts of questions/comments are welcome. Email is the only way I'll have to get to know you a bit, so please use it often. Even though we are, technically, isolated from each other, we can reduce that feeling of isolation by staying in touch all semester.

**Don't forget that I see us as a team, and my goal is for you to enjoy the class and be successful in it! No question is too small or too big, and you should ask as many questions as you need to. Let me help!**

*Comments and suggestions about the class are also always welcome.*

## Additional Help



On your Canvas account will be posted:

- PowerPoint slide shows for each topic
- Grades on all tests/assignments and overall average
- Structure lists. They will list all the structures you need to complete the labeling section of an exam. So, if think you want to label something using a term NOT on the list, **don't do it!** It must be wrong.
- Weekly assignments

## Slide Shows

PowerPoint slide shows will be posted on Canvas at least 2-3 weeks before a test. It is important to go through the slide show as a "slide show" at least once before the test arrives so you can get familiar with the topic. **My tests are mainly based on the slide shows.** If you go through the slides in "edit mode," you'll miss the animations and not be able to click on links.

Each slide show will include some YouTube links. These will provide a good review of the material and/or related, interesting material. Viewing every link is not required, but it should help you better understand the material. Feel free to search for more videos if you want.

**BE AWARE – there will be terms and material mentioned in these videos that you are NOT responsible for. Meaning, I will not base any test questions just on videos. They're only there to help!**



### IVC Withdrawal Policy

- ❖ The deadline for dropping a course without it appearing on your transcript is August 30<sup>th</sup>.
- ❖ The deadline for dropping the course with a “W” is November 7<sup>th</sup>.

### Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the Disabled Student Programs and Services (DSPS). The DSPS office is located in Building 2100, telephone 760-355-6313.

### Student Counseling and Health Services

Students have career counseling, mental-health counseling and health services available provided by the pre-paid Student Health Fee. The IVC Student Health Center can be reached at 760-355-6310. For information see <<http://www.imperial.edu/students/student-health-center/>>.

### Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog.

### Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>.

### Academic Honesty


- **Plagiarism:** Deliberately presenting work, words, ideas, etc., derived in whole or in part from a source external to the student as though they are the student's own efforts.
- **Cheating:** Disseminating or receiving answers or other information by any means other than those expressly permitted by the instructor as part of any academic exercise. This includes copying answers (or allowing others to do so) during an examination, quiz, laboratory experiment, or any other academic exercise in which the student is not expressly permitted to work jointly with others.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment.

**For open-book exams, you are required to do your own work!  
Do not discuss anything about a test with other students!  
Contact me **ONLY** if you need help with an exam.**

**Tentative Schedule****(Subject to change without notice)**

<b>WEEK</b>	<b>Starts on</b>	<b>EXAMS &amp; ACTIVITIES</b>
<b>1</b>	<b>8/16</b>	Introduction to class Ch 1- Language of anatomy Appendix B - word roots Placebo Effect
<b>2</b>	<b>8/23</b>	<b>EXAM 1 - language of anatomy; word roots</b> Metric System review and worksheet
<b>3</b>	<b>8/30</b>	<b>EXAM 2 – Metric</b> Ch. 1 - Introduction to Anatomy; Microscopy <b>Suggested Video:</b> <a href="https://www.youtube.com/watch?v=Vwiiq6Yain0">https://www.youtube.com/watch?v=Vwiiq6Yain0</a> “Human Machine” – Eyewitness <b>LABSTER ASSIGNMENT: Microscopy (due 9/3, 5pm)</b>
<b>4</b>	<b>9/6</b>	<b>EXAM 3 – Intro to Anatomy</b> Ch. 2 - Cells: Structure, Transport & Division <b>AT HOME – diffusion potato experiment (due 9/10, 5pm)</b> <b>LABSTER ASSIGNMENT: Cell Structure (due 9/10, 5pm)</b> <b>LABSTER ASSIGNMENT: Cell Membrane and Transport (due 9/10, 5 pm)</b>
<b>5</b>	<b>9/13</b>	<b>EXAM 4 – Cells</b> Ch 3 - Tissues <b>LABSTER ASSIGNMENT: Mitosis (due 9/17, 5pm)</b>
<b>6</b>	<b>9/20</b>	<b>EXAM 5 – Tissues</b> Ch 5 – Integumentary System <b>Suggested Video:</b> <a href="https://www.youtube.com/watch?v=tQgQiOFmIFl">https://www.youtube.com/watch?v=tQgQiOFmIFl</a> “Body Atlas – Skin”
<b>7</b>	<b>9/27</b>	<b>EXAM 6 – Integument</b> Ch 6-9 - Skeletal System & Joints
<b>8</b>	<b>10/4</b>	<b>EXAM 7 – Skeletal &amp; Joints</b> Ch 7-8 - Bone ID <b>Bone review videos</b>
<b>9</b>	<b>10/11</b>	<b>EXAM 8 – Bone ID</b> Ch 10-12 - Muscles <b>LABSTER ASSIGNMENT: Muscle Tissues (due 10/15, 5pm)</b>
<b>10</b>	<b>10/18</b>	<b>EXAM 9 – Muscles</b> Ch 19-21 - Cardiovascular <b>Suggested Video:</b> <a href="https://www.youtube.com/watch?v=WdCZa6v68CM&amp;t=40s">https://www.youtube.com/watch?v=WdCZa6v68CM&amp;t=40s</a> “Body Atlas: Human Pump” <b>LABSTER ASSIGNMENT: Hematology (due 10/22, 5pm)</b>

11	10/25	<b>EXAM 10 – Cardiovascular</b> Ch 23 – Respiratory System
12	11/1	<b>EXAM 11 – Respiratory</b> Ch 13-17 - Nervous System & Senses <b>AT HOME – sensory activities (due 11/5, 5pm)</b>
13	11/8	<b>EXAM 12 – Nervous System &amp; Senses</b> Ch 24 – Digestive System <b>Suggested Video:</b> <a href="https://www.youtube.com/watch?v=4SrVvRYdaOc&amp;t=107s">https://www.youtube.com/watch?v=4SrVvRYdaOc&amp;t=107s</a> <b>Body Atlas: Food Machine</b>
14	11/15	<b>EXAM 13 - Digestion</b> Ch 22 & 25 - Urinary & Lymphatic Systems
		 <span style="font-size: 2em; color: #E67E22; font-family: cursive;">Happy Thanksgiving!</span>
15	11/29	<b>EXAM 14 – Urinary &amp; Lymphatic</b> Ch 26 – Reproductive System
16	12/6	<b>EXAM 15 – FINAL EXAM (Reproductive)</b>

