

# Anatomy & Physiology I

## BIOL-2401

Summer II 2021 Section N04 CRN-40553 4 Credits 07/12/2021 to 08/09/2021 Modified 07/11/2021

### Meeting Times

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#### Lecture

Online 2.5 Hours (Asynchronous) Access through eCampus

Monday (M) Tuesday (T) Wednesday (W) Thursday (R) Friday (F) 12:00 AM - 11:59 PM

#### Lab

Online 2.5 Hours (Asynchronous) Access through eCampus

Monday (M) Tuesday (T) Wednesday (W) Thursday (R) Friday (F) 12:00 AM - 11:59 PM

Labs are conducted via digital interactive (virtual) labs online.

### Contact Information

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Instructor: Margaret M. Joseph

Email: [Margaret.Joseph@blinn.edu](mailto:Margaret.Joseph@blinn.edu)

Telephone: (979) 830-4202

Office: Virtual (zoom) <https://blinn-edu.zoom.us/j/8304202>

Office Hours: MTWR 9:00 – 9:30

#### Virtual Office

When: Monday Tuesday Wednesday Thursday Jun 12, 2021 - August 9, 2021 9:00 AM - 9:30 AM Central Time (US and Canada)

Register in advance for this meeting:

<https://blinn-edu.zoom.us/j/8304202>

After registering, you will receive a confirmation email containing information about joining the meeting.

### Description

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3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Biology 2401 is the first course in a two semester sequence which examines the systems of the human body using an integrated approach. Lab activities reinforce lecture topics.

#### Requisites

**Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**Recommendation:** BIOL 1406 is recommended.

## ★ Core Curriculum Statement

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Through the Texas Core Curriculum, students will gain a foundation of knowledge in human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. For details relating to this core course, please see:

<http://www.blinn.edu/academics/core-curriculum.html> (<http://www.blinn.edu/academics/core-curriculum.html>)

## ▮ Outcomes

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### Lecture Based Outcomes

- Use anatomical terminology to identify and describe locations of major organs of each system covered.
- Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
- Describe the interdependency and interactions of the systems.
- Explain contributions of organs and systems to the maintenance of homeostasis.
- Identify causes and effects of homeostatic imbalances.
- Describe modern technology and tools used to study anatomy and physiology.

### Lab Based Outcomes

- Apply appropriate safety and ethical standards.
- Locate and identify anatomical structures.
- Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems, and virtual simulations.
- Work collaboratively to perform experiments.
- Demonstrate the steps involved in the scientific method.
- Communicate results of scientific investigations, analyze data and formulate conclusions.
- Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing, and summarizing, to make decisions, recommendations, and predictions.

## ☰ Materials

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**Textbook:** *Anatomy Physiology-The Unity of Form and Function*, 9<sup>th</sup> Edition, 2021, Saladin, McGraw-Hill. Packaged with Connect access code

**Class link:** <https://connect.mheducation.com/class/m-joseph-biol-2401-n04-summer-ii-2021>

**NB:** You must access through eCampus to get into the class.

**Lab Manual:** Biology 2401 Lab Access Code. Available at both Bryan and Brenham Bookstore. Top Hat Publishing.

**Top Hat:** Anatomy and Physiology I (BIOL 2401) Digital Laboratory Manual. 3rd Edition, 2020. Bluedoor Publishing.

## Equipment You Will Need:

- A webcam is required for test proctoring.
- Access to a
- **Broadband internet services**
- **A FULL COMPUTER not a Chromebook, tablet or Smartphone.**
- **Computer Software** necessary to be successful in this course: Word, Excel, or PowerPoint for assignments. MS Office is free in your Buc email account to download or use in the cloud. [Install Office 365](#) or contact Academic Technology. 979-830-4357.) (More under CONTENT in the technology module.)
- **Honorlock®:** Needed for all major exams. Honorlock® is on eCampus®.
- Photo ID that matches name on Blinn's eCampus®
- McGrawhill Connect® for online homework

## Learning Technologies

### eCampus:

- Log in to eCampus and familiarize yourself with how to navigate through the course.
- Course material is posted under the "Content" section.
- Monitor absences by looking under the "Tools, Absences" section.
- Monitor your grade under the "Progress, Grades" section.

### McGraw Hill CONNECT:

- CONNECT is an online learning tool paired with the textbook used in this course.
- Graded online quizzes, homework, and bonus activities are accessible from the red and white box entitled "McGraw Hill Connect" located on the eCampus course homepage.
- Your eCampus Biology account has been linked to your CONNECT account; therefore, a course ID is not required.

### TopHat Lab Manual:

- TopHat is the platform used to access the electronic lab manual.
- This is a separate purchase from the McGraw Hill textbook/CONNECT access code.
- Completion of TopHat lab questions and activities are required.

### Visible Body

- This semester you will have access to an excellent study tool called "Visible Body" which will allow you to view 3D models, illustrations, and animations. It may take a while to open, but it is well worth the wait.

You can access the software from home by clicking on the following link:

<http://kidd.blinn.edu:2104/>

### A&P Revealed (APR)

- This is another online dissection and physiology review site. Access A&P Revealed via the CONNECT site.

### Zoom:

- Office Hours will be conducted via zoom.

### Honorlock:

- All exams are administered online and proctored using Honorlock.
- Please see the Honorlock section of the syllabus for details.

## Course Requirements

Exams are taken online using Honorlock.

### Lecture Exams

There are 4 major exams during the semester that accounts 40% of your final grade. On average, exams will cover 5-6 chapters and will include material covered up through the lecture period before each exam. Exams may include multiple choice questions, fill-in-the-blank, labeling diagrams, or short answer essay questions (no more than 15% of exam content).

### Exam Security:

- Honorlock® is required for all major exams. Honorlock® is a live online proctoring service. The exams are done under the same circumstances as in-class exams. They are closed-book and closed-note and all electronic devices, including cell phones, must be turned off.
- In order to use Honorlock®, you will need to have a high-speed internet connection, a webcam (internal or external), a windows or apple Operating System, and a government issued photo id. Please make sure that you are using the current version of Chrome. You will also need to download the Honorlock® chrome extension (there will be a link for this on the eCampus® page). Please feel free to direct any questions to the student support team via the live chat within your account.
- Please see the Proctoring Requirements module in your eCampus® course for more information.
- Once you start an exam, you will not be allowed to leave and return during the exam. Honorlock® will close the exam if there is any breach in the integrity of the exam. You should also keep in mind that you are watched during the duration of the exam. You must be dressed appropriately when taking the exam. Any condition that is perceived as cheating will be flag and may cause your exam to be suspended by the Honorlock® rep.
- You will require a hand-held mirror at 4 inches x 6 inches to run the room scan during the proctoring. The entire work area including computer must be seen in the room scan. There will be a ten-point penalty for any exam done without a proper room scan.
- [Honorlock® Support](#): Support team is available 24/7/365 via our live chat service.
- Please contact the support team directly, via the Honorlock® LTI within D2L LMS, if technical assistance is required. Students can also submit an email to [support@honorlock](mailto:support@honorlock),
- Must use Google Chrome
- Run a system check from the support page to ensure that your device meets the minimum system requirement
- Review Frequently asked questions
- Please use a handheld mirror when doing the computer scan of the room. Room scans done without the mirror will not be graded. Desktop must be shown during scan.

### Exam Review:

You may schedule a virtual review of your exam if needed. Neither questions nor answers may be copied or photographed in any way.

### Laboratory Practical Assessments

There are 4 Departmentally prepared common practical assessments of your understanding of laboratory procedures throughout the semester. Lab practicals will account for 20% of your final grade. These assessments will cover material previously covered in lab, assigned lab manual readings, worksheets, review questions, or observations; and will consist of timed stations.

Lab Exam Security & Review policies are the same as for Lecture Exams

### Class Participation

Class participation could include but is not limited to lecture and lab quizzes, in-class assignments, and in-class discussions. Some assignments in this category must be completed as virtual simulations and help to facilitate your understanding of the course and enhance your participation inside of the classroom. These include lab worksheets, eCampus® assignments and reading assignments. Participation activities constitute a total of 15% of your final grade.

- It is your responsibility as a student to be prepared every day by keeping up with the lecture and lab material and to be actively engaged in lecture and lab.

### Final Exam

The Final is a **mandatory comprehensive exam** worth 20% of your final grade. It will consist of 100 multiple choice questions. There will be no separate laboratory final; the lecture final will include questions from the laboratory material (85% lecture material, 15% lab material). **All students must take the final examination at the designated time.** If you miss the final exam, a grade of zero will be recorded. There will be no final exam make-ups, except for unavoidable emergency circumstances.

**FINAL EXAM:** Will be open from Monday, August 9<sup>th</sup> opens @ 12:00 am until 11:59 pm.

## ✓ Evaluation

All major exams will be taken via eCampus® using Honorlock®

	Details	Percentage
Lecture Exams	4 lecture exams	40%
Laboratory Exams	4 lab exams	20%
Online Lecture Quizzes	Via eCampus	5%
Connect Assignments		5 %
Lab Reports/Review Sheets/Quiz		10%
Final Exam	Comprehensive	20%
<b>Total</b>		<b>100%</b>

Total		Letter Grade
89.5 - 100%	=	<b>A</b>
79.5 - 89.4%	=	<b>B</b>
69.5 - 79.4%	=	<b>C</b>
59.5 - 69.4%	=	<b>D</b>
Below 59.5%	=	<b>F</b>

### How to Succeed in this Course

Science courses may be challenging and difficult. Most successful students spend two to four hours studying per week for each credit hour of the course.

## Key Points

- Have access to all the materials and technology required for this course (webcam, microphone, computer, reliable internet, etc).
- Complete all assignments. Each lecture builds on the previous lecture. Stay ahead of the material.
- Be prepared by reading the textbook and/or lab manual beforehand and taking notes before each assignment to improve success.
- If you have a question or you do not understand a concept, go ahead and email me or attend the office hour.
- Know your deadlines and course policies by looking at the syllabus, instructor announcements, and eCampus dates, schedules, and news items.
- Work through lots of practice problems in addition to your homework.
- Form study groups with your peers.
- Ask your professors for help, visit office hours, and, if needed, request an appointment to see your instructor one-on-one.
  - Be prepared when you visit with your instructor and have questions related to content ready.
- Seek help from Blinn College's tutoring services, if needed.
- Be responsible for your own learning by actively engaging in the course.

## Blinn College Policies

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All policies, guidelines, and procedures in the [Blinn College Catalog \(http://catalog.blinn.edu/\)](http://catalog.blinn.edu/), [Blinn College Board Policies \(http://pol.tasb.org/Home/Index/1204\)](http://pol.tasb.org/Home/Index/1204), and the [Blinn College Administrative Regulations \(https://www.blinn.edu/administrative-regulations/\)](https://www.blinn.edu/administrative-regulations/) are applicable to this course.

[Specific information on civility, attendance, add/drop, scholastic integrity, students with disabilities, final grade appeal, alternative retailers, campus carry and proctoring arrangements and cost. \(http://www.blinn.edu/syllabus-policies/\)](http://www.blinn.edu/syllabus-policies/)

Notice of any action taken under these protocol and procedures, by Blinn College or its employees, may be delivered by hand, through the U.S. Postal Service, or electronically to the student's Blinn Buc e-mail account. Notice shall be deemed received upon actual receipt, on deposit in the U.S. Mail, or upon entering the information processing system used by Blinn College for Blinn Buc e-mail accounts, whichever first occurs.

Information about the changes Blinn has made to the May Minimester, Summer I, and Summer II semesters: [Back with Blinn \(https://www.blinn.edu/back-with-blinn/index.html\)](https://www.blinn.edu/back-with-blinn/index.html).

## \* Course Policies

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**Please read: May Minimester, Summer I, and Summer II 2021 General Classroom Procedures. (<http://www.blinn.edu/back-with-blinn/course-policies.html>)**

### Problem Resolution

If you have a complaint about your class, you should first request a conference with your instructor to try and resolve the problems or issues. If the problems or issues cannot be resolved at the instructor level, you should request a conference with the Biology Department Head or Assistant Dean.

Dr. Michelle McGehee

Office: D-201

Phone: 979-209-7378

Email: michelle.mcgehee@blinn.edu

### Laboratory Safety

Students will be provided with laboratory safety training during the first week of class. Students are expected to follow all safety rules including rules related to proper lab attire. **Closed toe shoes are required in the laboratory.** Students that fail to follow this rule, will be required to leave the lab and will be assigned an unexcused absence for the class day.

### Course Policy

#### Make-Up Policy

## Lecture Exams

There are no scheduled make-up exams. Make-up exams are offered at the discretion of the instructor and only given to students with an excused absence, which include absences officially recognized by Blinn College (see attendance policy), plus the death of an immediate family member or a serious illness or medical emergency. Appropriate supporting documentation must be provided. **If you miss an exam, you must contact me no later than 24 hours after the exam in question to discuss the situation.** After this period, any missed exam will count as a grade of zero. Make-up exams may differ in format (short-answer or essay-based) from the exams offered at regularly scheduled class times, especially if a significant delay has occurred between the scheduled exam and the makeup or if exams have already been returned to the rest of the class. Planned absences on exam dates will not be made up.

## Lab Practicals:

There are no scheduled make-up exams. Laboratory Practicals are departmentally scheduled common exams where all students in the department take the exams during the specified time frame

## Late Work Policy

Late work will NOT be accepted after the assignment deadline. Work on assignments ahead of time. A slow internet connection or technology malfunction is not an excuse for missing an assignment deadline. Remember that you have access to computer labs on the Blinn campus:

## Attendance Policy Reminder:

Students accumulating two week's worth of absences (four unexcused absences) will be dropped. Please note that since this is a five week course one day counts as one week of classes. Missing two days of classes will count as two weeks. Attendance is based on completing the assigned work for each day.

## Exam Administration & Proctoring

### How are exams administered?

- ALL lecture and lab exams as well as the comprehensive final will be taken online using the proctoring service **Honorlock**.
- **You will be responsible for making sure that you take the practice Honorlock quiz BEFORE your first exam** to avoid any issues or problems during your first graded exam. This practice quiz will be available to you in eCampus.
- Exams will be randomly generated from question pools. All students will receive the same number of questions to assess their mastery of learning objectives.
- **Please note that you will not be allowed to go back to previous exam questions.**
- If you are serviced through ODS, you will need to submit your paperwork to me so I can add authorizations to your profile.

### When are exams available?

- You will have a 24hour (maximum) window to complete scheduled exams.
- You are allowed 75 minutes to complete each lecture and lab exam.
- The final will be administered during a 48-hour window that includes the course exam time according to the Blinn finals schedule. Students will be allowed 135 minutes to complete the final exam.
- You will not be allowed a physical calculator, paper and pencil, or anything other than a computer while testing. If a calculator or scratch paper are needed, they will be provided to you electronically.

### What happens if I experience problems accessing or during the exam?

- **It is your responsibility to contact Honorlock via chat if you experience a problem accessing the exam or while taking the exam. Failure to contact Honorlock will result in the grade earned at the time of the incident.**
- No re-take will be allowed without proper documentation from Honorlock chat.
- Allow time for internet or technology glitches as you plan for when to begin taking an exam.

### Behavior during an exam:

- The use of notes, textbooks, lab manuals, cell phones, smart watches, laptops, headphones, or other similar electronic devices is **NOT** allowed during the exam.
- Talking or leaving the room/desk while taking the exam is not permitted. If a student voluntarily leaves during the exam for any other reason, the exam may be graded as is up to that point in the exam causing all remaining exam questions to be counted as zero. The student will not be allowed to return and complete the remainder of the exam for a grade.
- **Copying, writing down, recording, or taking a picture of exam questions in full or partially constitutes academic dishonesty.**
- **The Honorlock exam sessions will be manually reviewed. If evidence of academic dishonesty is suspected, you will be contacted and you may receive a zero on the exam.**

## Honorlock (online proctoring)

Honorlock is a third party online proctor that is enabled on all online exams for this course. Students must have a high-speed reliable internet connection, webcam, and a microphone (if the webcam does not have one.)

To help you have a positive testing experience:

- **DO** take your exam well before the close of the testing window.
- **DO** take the Honorlock practice quiz to test out the service and your equipment/internet
- **DO** take your exam **OUTSIDE** of peak internet usage times
- **DO** have high-quality internet access
- **DO** connect to internet via a wired connection rather than WiFi for greater connection stability
- **DO** plug in your equipment (i.e. computer, hotspot, router, etc.) to be sure you have good battery life.
- **DO** make sure that your face is clearly visible in the recording window throughout the exam and that background lighting is sufficient to clearly distinguish your face from background surroundings. Proctors must see your eyes and face not your forehead or ceiling. A minute or more out of view may be considered academic dishonesty.
- **DO** keep your eyes on the computer exam screen. Gazing down or to the side gives the appearance of reading a book or notes and may be considered academic dishonesty.
- **DO** find a quiet place where you can be alone to take the exam. Talking, people walking through the room, etc. may be flagged as academic dishonesty.
- **Do** test under conditions that replicate an in-class exam with me proctoring. If the conditions do not meet the in-class exam standards, it may be considered as academic dishonesty.
- **DO** e-mail me before the testing window closes if you experience one of these "flagged" events during testing.

## Academic Dishonesty

- Cheating, suspected cheating, helping someone else cheat, or plagiarism will not be tolerated and at minimum will result in a grade of zero on the assignment.
- A scholastic integrity report form will be completed and given to administration.
- It is under the instructor's discretion whether or not to escalate the issue to the Academic Standards Committee.

**ANY FLAGGED PROCTORING VIOLATION CONSIDERED ACADEMIC DISHONESTY WILL RESULT IN A GRADE OF ZERO ON THE EXAM.**

## Schedule

Week One	Lecture Details	Lab Details	Lec (min)	Lab (min)	Total Time

Monday, July 12 Summer II begins	Ch. 1 Major Themes of A&P	Lab 1: Lab Safety Ethical Guidelines and Teamwork  Connect Virtual Labs:  Lab 1: The Virtual Lab Tutorial, Lab Safety and Hand Washing  Lab 2: Using the Microscope	150	150	5
Tuesday, July 13	Ch. 2 The Chemistry of Life	Lab 3: Cell Structure and Cell Cycle  Lab 4: Body Organization	150	150	5
Wednesday, July 14	Ch. 3 Cellular Form and Function  Ch. 4 Genes and Cellular Function	Lab 5: Measurement and Mechanisms of Transport  Lab 6: Histology: Epithelial Tissue	150	150	5
Thursday, July 15	Ch. 5 The Human Tissue	Lab 7: Histology: connective tissue  Lab 8: Histology: Muscle and Nervous tissue	150	150	5
Friday, July 16	Ch. 6 The Integumentary System	Lab 9: The Integumentary System	150	150	5
Week Two	Lecture Details	Lab Details	Lec (min)	Lab (min)	Contact Hours <sup>Δ</sup>
Monday, July 19	Lecture Exam 1  Chapters 1 - 6  <i>Opens @ 12:01 AM 7/19</i>  Closes @11:59 PM 7/19	Lab Practical 1 Labs 1-9  <i>Opens @ 12:01 AM Closes @11:59 PM</i>	75	75	3
Tuesday, July 20	Ch. 7 Bone Tissue  Ch. 8 The Skeletal System (Lab)	Lab 10: The Skeleton Tissues and cells  Lab 11: The Skeleton: Skull	150	150	5
Wednesday, July 21	Ch. 9 Joints	Lab 12: The Skeleton System: Vertebral Column and Thoracic Cage  Lab 13: The Skeletal System: Pectoral Girdle and Upper Limb	150	5	5

Thursday, July 22	Ch. 11 Muscular Tissue	Lab 14: The Skeletal System: Pelvic Girdle and Lower Limb  Lab 15: Joint Anatomy and Function	150	150	5
Friday, July 23	Review	Review	75	75	3
<b>Week Three</b>	<b>Lecture Details</b>	<b>Lab Details</b>	<b>Lec (min)</b>	<b>Lab (min)</b>	<b>Contact Hours <sup>Δ</sup></b>
Monday, July 26	Lecture Exam 2  Chapters 7,8, 9, 11  <i>Opens @ 12:01 AM 7/26</i>  <i>Closes @11:59 PM 7/26</i>	Lab Practical 2 (Labs 10-15)  <i>Opens @ 12:01 AM 07/26</i>  <i>Closes @11:59 PM 07/26</i>	150	150	5
Tuesday, July 27	Ch. 10 The Muscular System (Lab)  Ch.12 Nervous Tissue	Lab 16: Muscles of Head and Neck  Lab 17: Muscles of Upper Body I	150	150	5
Wednesday, July 28	Ch. 13 The Spinal Cord, Spinal Nerves and Somatic Reflexes	Lab 18: Muscles of Upper Body II  Lab 19: Muscles of Lower Body	150	150	5
Thursday, July 29	Finish Chapters 12 & 13	Lab 20: Nervous Tissue  Lab 21: Spinal Cord, Nerves and Reflexes	150	150	5
Friday, July 30	Lecture Exam 3  Chapters 12-13, 10  <i>Opens @ 12:01 AM 7/30</i>  <i>Closes @11:59 PM 7/30</i>  Last Day to Drop with a "Q"		150	75	5
<b>Week four</b>	<b>Lecture Details</b>	<b>Lab Details</b>	<b>Lec (min)</b>	<b>Lab (min)</b>	<b>Contact Hours <sup>Δ</sup></b>
Monday, August 2		Lab Practical 3(Labs 16-21)  <i>Opens @ 12:01 AM 07/30</i>  <i>Closes @11:59 PM 07/30</i>	75	150	5

Tuesday, August 3	Ch. 14 The Brain and Cranial Nerves	Lab 22: The Human Brain and Cranial Nerves Lab 23: The Sheep Brain	150	150	5
Wednesday, August 4	Ch. 15 The Autonomic Nervous System and Visceral Reflexes	Lab 24: Understanding and Using the Scientific Method Lab 25: General and Chemical Senses	150	150	5
Thursday, August 5	Ch. 16 Sense Organs	Lab 26: Hearing and Equilibrium Lab 27: Vision	150	150	5
Friday, August 6	Lecture Exam 4 Chapters 14 – 16 <i>Opens @ 12:01 AM 7/5</i> <i>Closes @ 11:59 PM 7/5</i>	Lab Practical 4 (Labs 22-27) <i>Opens @ 12:01 AM 07/05</i> <i>Closes @ 11:59 PM 07/05</i>	75	75	3
Week Five	Lecture Details	Lab Details	Lec (min)		Contact Hours <sup>Δ</sup>
Monday August 9 <sup>th</sup>	Final Exam <i>Opens @ 12:01 AM 7/9</i> <i>Closes @ 11:59 PM 7/9</i>		135	0	2.3
<b>Total Contact Hours</b>					<b>96</b>

\* In case of course schedule changes, updates will be posted on eCampus® and notified in class.

Δ In the Carnegie Hour system 50 minutes = 1 contact hour. Final Exam (2.7 hours) = 3 Carnegie Hours.