



SYLLABUS

Instructor Contact Information

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I will read and respond to emails at least once daily except weekends and holidays.

Office Hours: Zoom meeting by appointment.

General Course information

Course Number: BIO 231 01 DE

Course Title: Anatomy and Physiology I Lecture

Course Description: First term of a three-term sequence, it covers cytology, histology, integumentary, musculoskeletal, and endocrine systems as well as the physiology of the excitable tissues (neurophysiology).

Corequisite: BIO 231L.

Credits: 3 term or trimester credits

Course Requirements

Course Materials:

- Elaine N. Marieb, Katja Hoehn *Human Anatomy & Physiology*, 10th or 11th edition without Mastering A&P access code.

Computer Requirements:

- If students do not have access to a computer off campus, there are many computers on campus (Building 3, 5, 6, 8, and LRC) students are welcome to use to participate fully in their courses. Most public libraries also have computers with internet access available.
- Students will need to have an up-to-date browser and operating system. Students may need some additional software on their computers to take this class. Check the KCC Distance Education webpage for hardware & software requirements. <https://www.klamathcc.edu/Academics/Distance-Education>
- Some of the documents in this course will be available to you in PDF form. If you do not have Adobe Acrobat Reader software on your computer, you can download it by going to <http://get.adobe.com/reader/>.

Course Objectives

Upon completion of this course, the students should be able to:

- Recall and explain the principles of homeostasis and the use of feedback loops to control physiological systems in the human body.
- Use anatomical knowledge to predict physiological consequences and use knowledge of function to predict the features of anatomical structures.
- Recall and explain the interrelationships within and between anatomical and physiological systems of the human body.
- Make a connection between knowledge of anatomy and physiology and real-world situations, including healthy lifestyle decisions and homeostatic imbalances.

Grading

The grade in the course reflects the combined level of achievement in the following.

	<i>Pts. each</i>	<i>Count</i>	<i>Total pts.</i>	<i>%</i>
Syllabus quiz and Introduction	15	1	15	6.1%
Homework	1	25	25	10.2%
Quizzes	15	7	105	42.9%
Exams	50	2	100	40.8%
Discussion (extra credit)	2	4	8	3.3%
Movie (extra credit)	4	1	4	1.6%
			245	104.9%

The grades will be assigned on the following scale:

- 90-100% A
- 80-89.9% B
- 70-79.9% C
- 60-69.9% D
- Less than 60% F

Everything you need to complete each week is outlined and linked in the lecture agenda. Every week you are expected to watch lecture videos. They are available from 8am on Monday until 8pm on Sunday of the scheduled week. There is a 1-point homework assignment for every lecture, also open till 8pm on Sundays and have unlimited attempts with the score of the most recent attempt recorded in the gradebook. You should also complete the assigned reading in the textbook. The quiz on this material is available from Monday to Wednesday in the following week. Each quiz has 15 multiple-choice questions to complete in 15 minutes, and no proctor is required; it weighs 15 points (1 point per question), one attempt only. You may review your submission any time after the due date by going to *Grades* and clicking on the quiz.

Midterm and Final exams have 50 multiple-choice questions each and each weigh 50 points (1 point per question). No books/notes are allowed during the exams and both exams require proctoring. You have 50 minutes to complete each exam, one attempt only. You may review your submission only once immediately upon completion while still under the proctor's supervision.

Copying questions by any means (electronic or in writing) is against academic integrity policy.

Participation

Students are expected to actively participate in the class each week. Students are required to complete each assignment by the due date.

If a student fails to participate appropriately, the following actions may be taken:

- The student will be dropped from the course, OR
- If the date for dropping a course without penalty has passed, the student will receive a failing grade, unless prior arrangements have been made between the instructor and student.

A student who seeks an exception to this policy must do so in advance of the absence and/or provide documentation of the emergency that caused it, as determined by the instructor.

Proctoring

Proctoring will be required only for the exams, but not quizzes. Please contact [KCC testing center](#) at 541-880-2334 or testingcenter@klamathcc.edu to schedule your appointment at least 72 hours prior to your exam.

When you contact the testing center, please indicate your option of proctoring:

1. Take the exam at the KCC testing center on campus (building 3 room 355). This is generally a preferred option for all students.
2. If you are ill, work/live outside Klamath Basin, or are traveling, you may use Proctor 360 for live remote proctoring. It is the student's responsibility to ensure that the computer meets technical specifications for the proctoring session. Note that you need to contact the testing center by the end of week 3 to acquire a proctoring device.

Netiquette

Effective written communication is an important part of online learning. In a face-to-face classroom, body language, verbal responses, and questions help the facilitator and participants communicate with each other. In an online environment, however, misunderstandings can easily occur when participants do not follow basic rules of netiquette (online etiquette). Therefore, please use the following guidelines when communicating in this course:

- Use a descriptive subject line in forum posts.
- Include your name in all e-mails because recipients cannot always tell who you are based on your e-mail address.
- Derogatory comments, ranting, and vulgar language are not acceptable in any form of communication in this course.
- Keep in mind that something you consider offensive may be unintentional.
- Any student who engages in inappropriate and disruptive communication may be dropped from the course, assigned a grade of "F," and be ineligible for a tuition refund.
- If you are concerned about something that appears unacceptable, please inform your instructor.
- Do not use ALL CAPITAL LETTERS in online communication, as doing so indicates you are yelling. Limited use of capitalized words is acceptable when you need to emphasize a point.
- You may use appropriate emoticons/emojis in forums, chats, and messages.

Please visit [KCC Distance Education](#) for student code of conduct and tips for student success in online classes.

Course Schedule

Week	Lecture	Homework (due 8pm on Sunday)	Quizzes and Exams (8am Monday-8pm Wednesday)
1	Syllabus and Welcome module Unit I, Lecture 1 Introduction Unit I, Lecture 2 Cell	UI,L1 UI,L2	Syllabus quiz and Student Introduction
2	Unit I, Lecture 3 Plasma membrane Unit I, Lecture 4 Epithelial tissue Unit I, Lecture 5 Muscular and nervous tissues	UI,L3 UI,L4 UI,L5	Lecture quiz 1 (on UI,L 1-2)
3	Unit I, Lecture 6 Connective tissues Unit I, Lecture 7 Integumentary system Unit II, Lecture 1 Bone structure	UI,L6 UI,L7 UII,L1	Lecture quiz 2 (on UI,L 3-5)
4	Unit II, Lecture 2 Bone metabolism & growth Unit II, Lecture 3 Joints Unit II, Lecture 4 Muscle structure	UII,L2 UII,L3 UII,L4	Lecture quiz 3 (on UI, L6-7 and UII, L1)
5	Unit II, Lecture 5 Muscle contraction Unit II, Lecture 6 Twitch, tetanus, lever system	UII,L5 UII,L6	Lecture quiz 4 (on UII, L2-4)
6	Unit III, Lecture 1 Nervous system organization	UIII,L1	Lecture Midterm Exam (on UI and II)
7	Unit III, Lecture 2 Action potential generation Unit III, Lecture 3 Action potential propagation Unit III, Lecture 4 Sensory receptor	UIII,L2 UIII,L3 UIII,L4	No quiz
8	Unit III, Lecture 5 Synapse Unit III, Lecture 6 Neurotransmitters. Neural circuits Unit IV, Lecture 1 Endocrine system organization	UIII,L5 UIII,L6 UIV,L1	Lecture quiz 5 (on UIII, L1-4)
9	Unit IV, Lecture 2 Hypothalamus Unit IV, Lecture 3 Pituitary gland Unit IV, Lecture 4 Thyroid and parathyroid glands	UIV,L2 UIV,L3 UIV,L4	Lecture quiz 6 (on UIII, L5-6 and UIV,L1)
10	Unit IV, Lecture 5 Adrenal gland Unit IV, Lecture 6 Pancreas	UIV,L5 UIV,L6	Lecture quiz 7 (on UIV, L2-4)
Final's week			Lecture Final Exam (on U I-IV)

For all quizzes and exams, please use **plugin (not wireless) connection**. The preferred browser is **Google Chrome**. You should always use the most current version of your browser; it will notify you if there is a new version available.