

**BIOLOGY 120 - HUMAN ANATOMY  
FALL 2013  
LECTURE AND LABORATORY SYLLABUS**

**Instructor:** Candi K. Heimgartner  
**Office:** 353A - Life Sciences South  
**Phone:** 885-7477  
**E-mail:** [cheim@uidaho.edu](mailto:cheim@uidaho.edu)

**Office Hours:** Wednesday 11am to noon and Friday 9am-Noon, or during scheduled lab time and by appointment.

**Prerequisite:** There are no prerequisites for this course, however one semester of college chemistry and/or biology is recommended but not required.

**Textbook:** Saladin, Kenneth S., "Human Anatomy", McGraw-Hill 2011, 4th. Ed. Lab text by Heimgartner, Candi, "Laboratory Manual for Human Anatomy", 1st Edition, Kendall-Hunt, 2012. Diagrams, lecture material and related exam questions may be taken from these texts for use during the course. I also recommending use of the supportive material provided with the texts including web access to material, accompanying CDs and atlas. Recommended texts: Van De-Graaff etal. "A Photographic Atlas for the Anatomy and Physiology Laboratory, 6<sup>th</sup> Ed. I recommend this text for the more visual/diagrammatic learner. For the application type of learner, I recommend "A Visual Analogy Guide to Human Anatomy and Physiology" by Paul Krieger. For those widely using the interactive DVD "Anatomy and Physiology Revealed", Ver. 2.0 by McGraw Hill, I also recommend the workbook by McGraw Hill to accompany the DVD.

**Course Objectives:** This course will provide a basic overview of human anatomy. For the students pursuing careers in the Allied Health Sciences and Physical Therapy curriculums, this course will be your primary exposure to human anatomy. It is important to learn how the healthy body is designed before you can learn in future classes how these structures perform specific physiological functions and how disease and injury impair function. The goal of this course is to provide a fundamental background in human anatomy to enable you to be successful in an allied health career, as well as future exams and future courses related to human anatomy. It is important to remember that anatomy is the study of structure and therefore memorization is a key tool that will enable you to master the material in this course. You will also need to be able to think critically about the material and apply learned concepts to generalized situations.

**Exams and Grading:** This course is designed around a 50 minute lecture three times a week as well as an associated laboratory portion of one 3 hour session per week. The lecture will present material related to microscopic and cellular anatomy while the lab will be used to demonstrate these structures and present anatomical structures on a macroscopic level. Your grade in this course will be based on: four multiple choice lecture exams worth 100 points each, one lecture final worth 125 points, three lab exams worth 100 points each, nine lab quizzes totaling 90 points, 50 points of in lab

assignments and 35 points based on the discretion of the instructor in the form of unannounced quizzes, writing assignments and attendance. There is a total of 1000 points for this course.

Due to the nature of human anatomy, each lecture exam is considered comprehensive. This means that in order to understand how the kidney is designed, you must have a solid background in cellular anatomy.

In order to reschedule an exam, you **MUST** have an official university excused absence. This is limited to athletic travel and doctor recommended absences **ONLY**. See your student handbook for official descriptions of excused absences. If you need to miss an exam for **ANY** other reason, this is your choice, but you will receive a zero for this exam. If you have any questions about this policy or know of an excused absence during an exam time, you **MUST** contact me at least **ONE WEEK BEFORE** to the scheduled exam. Not showing up for an exam means that you earn a zero. Any rescheduled exams time and format will be at the discretion of the instructor. The final exam may not be taken early for **ANY** reason.

Lab exams cannot be rescheduled outside the week of exams regardless of circumstances. In order to take a lab exam in an alternate section due to an excused absence, you must contact me and the TA, in writing, at least one week prior to the scheduled exam. Lab exams will include both written and identification questions.

If you think that your exam was incorrectly graded, you must submit your concern to me **IN WRITING** no more than three class days following the exam. I will **NOT** entertain verbal requests for additional points, but I would be happy to recheck your exam if you submit your request in writing in a timely manner. Grading concerns must be typed, in a memo format and contain the question number and explanation of the concern. These will be returned following the submission deadline for each exam. Grading concerns may **NOT** be submitted via e-mail. The comprehensive lecture final, the third lab exam, writing assignments and quizzes are exempt from this grading concern submission policy.

Any subsequent concerns or policies concerning grading and exams may be found in your student handbook and corresponding catalog for reference. These publications will be referred to concerning any other aspects of examinations and student grades.

**Lab Fees and Policies:** Lab fees may be reimbursed only if the course is dropped within the first two weeks of the semester. A credit to your account will automatically be processed by Accounting Services.

Lab attendance is required and will be determined by recording quiz grades from each section each week. You must attend the lab section for which you are enrolled. Failure to attend your assigned lab section the first week of the course will result in your disenrollment from the course according to university regulations. You may attend only your registered lab section unless prior arrangements have been made with the instructor and TA. If you have made arrangements and attend a different lab section than the one you are registered for, it is your responsibility to submit and obtain all graded material to and from your assigned teaching assistant. Don't assume that this will be done for you.

All other lab policies pertaining to this course can be found in the attached sheet entitled “Laboratory Policies”.

**Academic Integrity:** I will not tolerate any form of cheating in this course, either in lecture or lab. Any individual that is observed cheating by the teaching assistants or myself will be dealt with according to the university regulations.

**Cell Phone and Computer Use:** Cell phone use during both lecture and lab sessions are prohibited. All cell phones must be turned off and stored prior to entering the lab or lecture hall. Failure to do so may constitute your dismissal from the course or a failing grade. Portable computers may be used ONLY with the prior approval of the instructor. Any unauthorized use of portable computers during lecture or lab may constitute your removal from the course or a failing grade. Computer stations will be provided for lab work in the laboratory.

**Suggestions for Success:** This course is very fast paced and integrated. It is therefore very important that you keep up with study of the material. If you fall behind, I suggest dropping the course. It is extremely difficult to catch up in a course that builds on presented topics throughout the semester.

I suggest reading the chapter summaries before attending the lecture on the material. Don't worry about the details in the chapter, we will cover those in lecture. After attending the presentation, I suggest THEN reading the chapter front to back, reviewing your lecture notes at the same time. Highlight or otherwise note key concepts during this phase of study. The following day, review these key concepts and incorporate the new material. In this manner, you will be able to simply review the key concepts the day before the exam since you have seen them everyday prior!

Since this is not a web-based course, I will not post lecture notes or outlines on the web, but I will post the PowerPoint slides online before each lecture. You may print these slides at your convenience to use during the lecture presentation.

## BIOLOGY 120 HUMAN ANATOMY LABORATORY POLICIES

**Laboratory Location:** The human anatomy laboratory is located in the basement of Food Science. You enter the lab from Line Street, directly northeast of the Commons.

**Explanation of Laboratory Exercises:** The laboratory exercises have been carefully prepared to allow each student to examine and learn the major structures of the human body. The course follows a system by system approach.

Prior to exposure to human cadavers, you will receive a brief introduction to how a cadaver looks and smells and their use in the study of human anatomy. Included in this discussion will be policies concerning the handling of cadavers in this course.

**Laboratory Objectives:** The main purpose of the laboratory portion of this course is to allow you to study the location and anatomy of major organs that constitute the human body. Consequently, you will see many specimens, models and prosected cadavers. To master the subject matter, you will learn many new names and terms. To assist you in these endeavors, a laboratory manual has been especially selected for such purpose.

You should prepare for each laboratory session prior to coming to the laboratory by reading the assigned chapter in the laboratory manual and studying the illustrations. Becoming familiar with the subject matter prior to coming to the laboratory will make the laboratory exercises less stressful and the learning of the material more interesting. In the laboratory, you are encouraged to work in groups and to share your knowledge with your fellow students.

**Laboratory Exams and Grading:** There will be three laboratory exams worth 100 points each. These are not comprehensive in that they will not include specific information about material on the previous exam. However, keep in mind that the nature of anatomy leads to overall system comprehension. These exams will contain both written and identification portions. Also included in the laboratory section of the course are quizzes totaling 90 points over the course of the semester. These quizzes will be given during most lab session and cover information from the previous week of labs as well as the introductory material for the current week of lab exercises. This will give you a chance to review the material prior to the exams. These questions can be in any format including written or identification. Furthermore, at the beginning of the semester, you will be required to complete in lab assignments as a method of study. These assignments will constitute 50 points of your overall course grade and will be focused during the first half of the semester in lab.

You are allowed three hours each week for study in the human anatomy lab. It is suggested that you use this time wisely. Open lab review sessions will be planned prior to each exam IF students adequately use the time during each lab session. These review sessions will be planned by the teaching assistants at their discretion and will be used ONLY as a review time, not a cram session.

**Teaching Assistants:** Most of the teaching assistants who will work with you in the laboratories are students like you; they have volunteered and have been personally selected by the instructor to help you in this course. This fact alone makes this course unique. The qualification for a teaching assistant is to have successfully completed the course in a prior semester with a grade of a B or better. The teaching assistants are expected to treat you with respect and to be as helpful to you in the laboratory as possible. I expect the same respect from you as a student when dealing with teaching assistants. I will not tolerate any rudeness, harassment of any kind, intimidation or any form of discrimination directed at these teaching assistants. These TAs are invaluable to you in that they can provide learning techniques that proved successful for them in the past and can provide more individual attention than is possible of the instructor alone. I will attend each lab session as my schedule permits and work directly with you and the TAs. However, due to scheduling, I may not be able to attend all lab sessions, so become familiar with your teaching assistant for help and learning tools. If you have any problems with the TAs, see me ASAP.

**Concerning the Cadavers:** A special note concerning the use of cadavers in this course. These cadavers have been donated to the University of Idaho WWAMI Medical Program and represent the most valuable specimens that we have for the study of human anatomy. You are required to treat the cadavers with the respect and consideration due a living person. The cadavers are to be referred to by their sex or tag number ONLY. Neither the teaching assistants nor I will tolerate any signs of disrespect for the cadavers and doing so could result in your dismissal from the course.

The cadavers have been provided for the students of this course to learn the human body. NO outside visitors or guests are allowed into the lab at any time under any circumstances to view the cadavers. NO photography of any kind is allowed. Because of this, NO cell phones are allowed in the laboratory. Leave all cell phones at home or turn them off and store in your bag as you enter the laboratory. Failure to comply with this rule can create legal problems for both you and the university, will not be tolerated, and will constitute your dismissal from the course.

Although the cadavers have been dissected prior to the laboratory session, it is your responsibility to maintain the condition of the cadavers during the lab sessions. This includes handling labels with care and using the wetting solution provided to keep the cadavers moist. Wear gloves at all times when handling the cadavers and dispose of these properly.

If you are pregnant or become pregnant during the semester, you must contact the UI Safety Officer. This is your responsibility!

**BIOLOGY 120**  
**TENATIVE LECTURE SCHEDULE**

Monday 8/26	Introduction, Overview of Syllabus, Overview of Chapter 1
Wednesday 8/28	Chapter 2 - The Study of Cells
Friday 8/30	Chapter 2 - Organelles
Monday 9/2	<b>NO Classes - Labor Day Holiday</b>
Wednesday 9/4	Chapter 3 - The Study of Tissue
Friday 9/6	Chapter 3 - Glands and Membranes
Monday 9/9	Chapter 5 - The Integument
Wednesday 9/11	Chapter 5 - Accessory Structures to the Integument
Friday 9/13	<b>Exam I - Chapters 1, 2, 3, 5</b>
Monday 9/16	Chapter 6 - Bone Tissue
Wednesday 9/18	Chapter 6 - Introduction to Articulations
Friday 9/20	<b>No Class - Lecture and Open Labs Cancelled</b>
Monday 9/23	Chapter 9 - Articulations Classifications
Wednesday 9/25	Chapter 10 - Introduction to the Muscular System
Friday 9/27	Chapter 10 - Myofilaments
Monday 9/30	Chapter 13 - Nervous Tissue
Wednesday 10/2	Chapter 13 - Neuroglia
Friday 10/4	Catch Up and Review
Monday 10/7	<b>Exam II - Chapters 6, 9, 10, 13</b>
Wednesday 10/9	Chapter 14 - Spinal Cord
Friday 10/11	Chapter 14 - Spinal Nerves and Tracts
Monday 10/14	Chapter 15 - The Brain
Wednesday 10/16	Chapter 15 - The Forebrain
Friday 10/18	Chapter 15 - Cranial Nerves Review/Chapter 17-General Senses
Monday 10/21	Chapter 17 - Sense Organs: Taste, Smell
Wednesday 10/23	Chapter 17 - The Eye and The Ear
Friday 10/25	<b>Exam III - Chapters 14, 15, 17</b>
Monday 10/28	Chapter 18 - The Upper Endocrine System
Wednesday 10/30	Chapter 18 - The Lower Endocrine System
Friday 11/1	Chapter 20 - The Heart

Monday 11/4	Chapter 20 - Conduction Pathways of the Heart
Wednesday 11/6	Chapter 21 - The Blood Vessels: Arteries
Friday 11/8	Chapter 21 - The Blood Vessels: Veins and Capillaries
Monday 11/11	Chapter 23 - The Upper Respiratory System
Wednesday 11/13	Chapter 23 - The Lower Respiratory System
Friday 11/15	Catch-up and Review
Monday 11/18	<b>Exam IV - Chapters 18, 20, 21, 23</b>
Wednesday 11/20	Chapter 24 - The Digestive System
Friday 11/22	Chapter 24 - The Esophagus and Stomach
Monday 11/25	<b>NO CLASS - Fall Break</b>
Wednesday 11/27	
Friday 11/29	
Monday 12/2	Chapter 24 - The Intestines
Wednesday 12/4	Chapter 24 - The Accessory Organs of Digestion
Friday 12/6	Chapter 25 - The Urinary System (Kidney)
Monday 12/9	Chapter 25 - Structures of the Nephron
Wednesday 12/11	Chapter 25 - Structures Outside the Kidney
Friday 12/13	Catch-up and Review for Final Exam
Thursday 12/19	<b>Comprehensive Written Final 12:30-2:30pm</b>

**BIOLOGY 120  
TENATIVE LAB SCHEDULE**

Week of 8/26	Exercise 1 - Introduction to the Human Body Exercise 2 - Introduction to the Skeletal System
Week of 9/2	Exercise 3 - Bones of the Appendicular Skeleton
Week of 9/9	Exercise 4 - Bones of the Axial Trunk
Week of 9/16	Exercise 5 - Bones of the Skull
Week of 9/23	Exercise 6 - Introduction to Artrications
Week of 9/30	<b>Lab Exam I - Directional Terms, Skeleton, Articulations</b>
Week of 10/7	Exercise 7 - Introduction to the Skeletal Muscular System Exercise 8 - Muscles of the Upper Appendages
Week of 10/14	Exercise 9 - Muscles of the Lower Appendages Exercise 10 - Muscles of the Trunk
Week of 10/21	Exercise 11 - Introduction to Nervous System - Spinal Cord Exercise 12 - The Brain and Cranial Nerves
Week of 10/28	<b>Lab Exam II -Muscles and Nervous System</b>
Week of 11/4	Exercise 13 - Introduction to the Cardiovascular System Blood Vessels
Week of 11/11	Exercise 14 - Cardiovascular System - The Heart
Week of 11/18	Exercise 15 - Introduction to the Respiratory System Exercise 16 - Introduction to the Digestive System (Upper)
Week of 11/25	<b>FALL BREAK - NO CLASSES</b>
Week of 12/2	Exercise 16 - Introduction to the Digestive System (Lower) Exercise 17 - Introduction to the Urinary System
Week of 12/9	<b>Exam III - C/V, Respiratory, Digestive, Urinary Systems</b>