

Fall 2019 CBIO2200L Human Anatomy & Physiology Lab

Course Instructor Information

Lead Lab Instructor

Daniel McNabney, PhD
722 Biological Sciences
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Laboratory Coordinator

Angie Holliday
School of Social Work G14
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Academic Director

Deloris Wenzel Hesse, PhD
712A Biological Sciences
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Lab Sections & Teaching Assistants

Days	Time	CRN	Teaching Assistants	TA Email
Tuesdays	8:00-10:45 a.m.	14528	Jennifer Jenkins Gabby Sandberg	Jennifer.Jenkins@uga.edu gabbys@uga.edu
	11:00 a.m.-1:45 p.m.	14532	Jennifer Jenkins Gabby Sandberg	Jennifer.Jenkins@uga.edu gabbys@uga.edu
	2:00 p.m.-4:45 p.m.	14534	Manashree Malpe Ashley Ray	msmalpe@uga.edu aer34718@uga.edu
	5:00-7:45 p.m.	14527	Colin Gardner Manashree Malpe Ashley Ray	colin.gardner25@uga.edu msmalpe@uga.edu aer34718@uga.edu
Wednesdays	8:00-11:00 a.m.	14526	Mary Beth Brewster Maddie Eason Munisha Mumingjiang	mary.brewster25@uga.edu madeline.eason3@uga.edu munis430@uga.edu
	11:15 a.m.-2:15 p.m.	14530	Maddie Eason Munisha Mumingjiang	madeline.eason3@uga.edu munis430@uga.edu
	2:30-5:30 p.m.	14535	Peter Kenny Kewei Yu	Peter.Kenny@uga.edu Kewei.Yu@uga.edu
	5:45-8:45 p.m.	14524	Peter Kenny Kewei Yu	Peter.Kenny@uga.edu Kewei.Yu@uga.edu
Thursdays	8:00-10:45 a.m.	14522	Madelyn Krunkosky Poojitha Manne	madelynk@uga.edu Poojitha.Manne@uga.edu
	11:00 a.m.-1:45 p.m.	14525	Madelyn Krunkosky Poojitha Manne	madelynk@uga.edu Poojitha.Manne@uga.edu
	2:00 p.m.-4:45 p.m.	19458	Maryam Al Mansi Nurgul Kaya	mh297@uga.edu nurgul.kaya25@uga.edu
	5:00-7:45 p.m.	36434	Maryam Al Mansi Nurgul Kaya	mh297@uga.edu nurgul.kaya25@uga.edu
Fridays	8:00-11:00 a.m.	14531	Morgan Finnerty Madison Olds	Morgan.Finnerty@uga.edu madisonolds@uga.edu
	11:15 a.m.-2:15 p.m.	14533	Morgan Finnerty Madison Olds	Morgan.Finnerty@uga.edu madisonolds@uga.edu

All lab sections meet in the School of Social Work Building (0033) Room G12.

Communication Preferences

Email is the preferred and best way to contact any of the course instructors for CBIO2200 and CBIO2200L. Please be professional, include your full name, the course title, the course CRN, and a detailed explanation of your question as a part of your message. You should expect to hear back within two business days. Please email again if that expectation is not met.

- **You should contact your TA**
 - With questions about laboratory activities, eLC quizzes, or practical exams
 - For clarification on material covered during your lab period
 - To discuss your performance in the lab course
 - If you need to miss lab or a lab practical
- **You should contact the lead lab instructor (Dr. Dan)**
 - If you need to miss a lab practical
 - If you have accommodations registered through the DRC
 - If you feel like a question or concern was not fully addressed by your TA
- **You should contact your lecture professor**
 - If you have questions about lecture material or the lecture exams
 - If you have questions about how your final overall course grade will be calculated
- **You should contact the laboratory coordinator (Ms. Holliday)**
 - If you have concerns regarding the physical condition of the lab space
 - If you have concerns about student safety during lab
- **You should contact the academic director (Dr. Hesse)**
 - If your TA and the lead lab instructor are not responsive to your questions/concerns
 - If you feel like your questions/concerns were not properly addressed by your TA and the lead lab instructor

Course Description

This course covers the structure and function of several of the body's systems including: cells, tissues, the integumentary system, skeletal system, muscular system, and nervous system. Emphasis is placed on humans with some comparison to other mammals. The goal of this course is to gain a foundational understanding of the normal structure and function of the above systems of the human body, not an in-depth analysis of any single part or system.

The laboratory component is a required and important part of CBIO2200. Labs will both introduce new course material and reinforce topics discussed in lecture. Labs will include the identification of structures on a variety of available resources (models, preserved specimens, and human cadavers) and demonstration of physiological concepts through activities. Concurrent enrollment, participation in, and completion of the laboratory component of CBIO2200 is mandatory for completion of the course.

Course Pre-/Co-requisites

CBIO2200 has no course pre-requisites. Co-registration for both a lecture and laboratory section is required for the course.

Primary Course Learning Outcomes

By the end of the semester, students will be able to:

1. Identify and describe normal structure and function (and the relationship between structure and function) of the human body for cells, tissues, the integumentary system, the skeletal system, skeletal muscles, and the nervous system.
2. Collect, analyze, and describe human physiological data

Required Course Materials

- *Anatomy & Physiology: The Unity of Form and Function*. Eighth Edition. Ken Saladin (McGraw-Hill)
 - Required for lecture and will provide additional background information
- An active Lt account
 - You must purchase an access card from the bookstore (there is no online or used purchase option) and use the access code found on the card to activate your account. There will be a two week grace period to purchase and input your access code where you will be able to create and use an account. The grace period will end on Tuesday, 9/3, after which you will no longer be able to access and complete lab content with an access code.
 - Serves as your lab manual for the semester and includes the lab activities and background information necessary to complete the lab portion of the course.
 - You will receive an email from noreply@kuracloud.com before the first day of lab with an invitation to join the course (you may need to check your email spam folder). Click through to confirm the invitation and please put in personal information (full name and email) that matches what is found in eLC.
- A Connect account (McGraw-Hill)
 - Anatomy & Physiology Revealed (McGraw-Hill; included with Connect)
 - Includes histology and cadaver images that you will find helpful when studying.
- Top Hat Subscription (tophat.com)
- Frequent use of the course eLC page

Attendance Policy

Attendance in the laboratory section you are enrolled in is mandatory. Due to high enrollment in all sections, we cannot accommodate students attending lab sections other than their own for any reason. If you miss lab then you should attend an Open Lab section where you can work on learning the material you missed but will not have the opportunity to complete any dissections or class-wide lab activities that occurred that week.

Assignments & Exams

Points earned in the lab component of the course will combine with your lecture grades for one overall course grade. Lab represents 25% (250 points) of your overall course grade and will consist of participation points (36 points), eLC quizzes (50 points), and practical exams (164 points).

Lab Participation

36 total points, 4 points per week

Purpose & Description

To quantify the work you do each session to learn the course material and ensure an efficient and effective learning environment. Four points will be earned each non-practical session by progressing toward the course learning outcomes.

Task

To earn the four points you must be in lab at the designated start time of your lab section and you must complete the assigned work for the week.

Grading Criteria

You must meet both criteria to earn the four points and no partial credit will be given.

1. Arriving on time – As simple as it sounds. If your lab starts at 2:00 p.m. then you need to be in the lab by 2:00 p.m. This policy ensures that you will have the time and instruction necessary to effectively work through all of the assigned material during your lab period. We recognize that getting to the School of Social Work building can be difficult, particularly if you have class during the period immediately before your lab section. Reasonable accommodation will be given. If you have questions or concerns about this policy then please discuss your situation with your TA at the beginning of the semester.
2. Completion of the assigned work – Your ticket to leave lab each week will be demonstration of your progress in learning the assigned material. This will minimally occur via the completion of all of the Check Your Understanding questions found in each week's assigned lessons. At the discretion of your TAs, additional assignments and activities could be required to meet this criterion. Your TAs will make the expectations clear at the start of each lab session by writing the required tasks on the whiteboard at the front of the classroom each week.

All non-practical weeks during the semester will include a participation grade. During the calculation of your final grade, one participation grade will be dropped to account for not earning participation points one week for any reason (excused absence, excessive tardiness, failure to complete the work, etc.). Participation grades cannot be made up for any reason and attending an Open Lab session cannot be used to make up a missed lab participation score.

eLC Quizzes

50 total points, 10 points per quiz

Purpose & Description

To support learning via lab activities and to provide practice with the style of questions you may see on practical exams.

Task

Using Respondus LockDown Browser, you will complete timed quizzes posted to eLC most weeks. Please note that the LockDown Browser will lock you into working until completion on the quiz and will not allow you pause or access other applications while taking the quiz. A practice quiz worth no points will be posted to eLC to allow you to make sure the browser works on your computer and give you practice with how it works. Please make sure that you are using an internet connection and device that will work consistently before starting a quiz.

Grading Criteria

All quizzes must be individually completed and submitted (no group submissions) via eLC. There will be ten quizzes throughout the semester and your five highest scores will count toward your final grade. You will be allowed one attempt per quiz. With the large number of dropped quizzes, late submissions will not be accepted and no make-up quizzes or restarts will be given for any reason (including technological issues). You will have an appropriately long period of time to complete each quiz so please plan accordingly to avoid conflicts.

You will be able to review the quiz one hour after the deadline for all submissions has passed. When you review your quizzes you will be able to see your score, the questions, and your answers but will not be able to see which answers were marked incorrect. The best way to use quiz review is to carefully go back through your notes and lab manual to identify which questions you answered correctly and which ones you answered incorrectly.

Practical Exams

164 total points, 48 or 34 points each

Purpose & Description

Test your mastery of the content covered via the activities you have completed in lab.

Task

All lab practical exams happen during your normal lab period on the dates below. You will be assigned a starting time and rotate (twice) through a series of stations containing lab materials followed by an additional time period to complete your answers. Each station will be timed and could include identification of anatomical structures on models, dissected materials, and/or diagrams or short, traditional exam questions (ex: fill-in-the-blank). You will not be allowed to manipulate, touch, or move any lab practical items unless specifically instructed. You will be provided with a word bank to help with the correct spelling of anatomical terms.

Lab Practical Exam 1 – Week of Sept. 9 (48 points)

Lab Practical Exam 2 – Week of Sept. 30 (34 points)

Lab Practical Exam 3 – Week of Oct. 21 (34 points)

Lab Practical Exam 4 – Week of Nov. 18 (48 points)

Due to the nature of practical exams, they cannot be made up and students should make every possible effort to attend during their scheduled dates and times. Excused absences will be dealt with on a case-by-case basis and the student should email both their teaching assistants and Dr. McNabney about their situation as soon as they are aware of the problem. As stated previously, our lab sections are full so we cannot accommodate students switching to take the practical exam in a different section or time.

Students with an excused reason for missing a practical exam and permission from Dr. McNabney will have the option to take a **comprehensive final lab practical** as a make-up for one missed practical exam. This final practical exam will take place during the last week of classes and will include material from all mid-semester practical exams. No student will be allowed to make-up more than one practical exam.

Grading Criteria

Due to the nature of the content and the format of practical exams, most questions are graded on a credit/no credit basis and partial credit is rare (i.e. it's either the femur or it's not). Also, because precision in language is important for anatomy & physiology (ex: trapezium vs. trapezius) and because you will have access to a word bank during practicals, incorrect spelling of anatomical terms will result in the loss of points.

Review of the content and answers for lab practicals will occur during lab the following session and answer keys will not be publicly posted. Your lab instructors will review the practical material with you and, similar to lecture exam review for CBIO2200, you may review your answer sheet and take general notes of the information that you missed but cannot record any practical material. The use of any electronic device during practical review is prohibited and will be considered an attempt to record exam materials which is a violation of the course academic honesty policy. Modifying your answer sheet in an attempt to earn further credit during practical review is also a violation of the course academic honesty policy.

Grading/Evaluation

The total points earned during CBIO2200L will be combined with the points you earn in CBIO2200 lecture for one combined score. Please see your lecture course syllabus for the grading scale.

How to Succeed in CBIO2200L

This course will challenge you to learn a large amount of material in a relatively short period of time. Unfortunately, there is no magical way that any of the course instructors can describe, demonstrate, or explain the material to have it instantly implanted in your memory. Course learning activities will provide you with ways to interact with the material to progress in learning but, in the end, your hard work and perseverance is the key to your success. Previously successful students in CBIO2200L have suggested doing the following:

- Use the learning outcomes to guide your studying – If it's not a part of the listed learning outcomes, it won't be on the practical.
- Practice, practice, practice – Just like you would practice a piece for a musical performance or plays before a game in order to master them, you should regularly practice with the course material for CBIO2200L. Practicing for a smaller amount of time daily is a far more effective way to learn the material than trying to learn the material the night before the exam. Some suggested ways to practice:
 - Practice Figures - Practice figures will be posted to eLC for each practical. I suggest printing the figures out once, buying one clear plastic folder to place a figure in, and using dry erase markers to write on the plastic sheet to practice identifying structures. Erase & go again! It will also include practice versions of identification questions that you will be able to complete as many times as you'd like.
 - Flashcards – You can make your own with index cards or many students use the app Quizlet.
 - Anatomy & Physiology Revealed – Has a quiz function that is really helpful since it includes pictures of tissue slides & cadavers.
 - Open lab – Practice with the same materials that could be used on the practical.
 - Science Library Reserves – We have placed several items (models, bones, etc.) on reserve in the Science Library so that you can practice with lab materials even when you cannot get into the lab.
 - Make sure to use the wordbanks while practicing so that you are familiar with them before the practical.

Please don't hesitate to ask your TAs what they did to succeed in this class!

Please note that we recognize that CBIO2200L is most students' first exposure to a rigorous Anatomy & Physiology course and that we have a limited amount of time to learn a large amount of material. In recognition, we have reduced the amount of material that you are asked to learn for any given section of this course. Using skeletal muscles as an example, you will be expected to learn a reasonable subset of the muscles of the body which is focused on the major players involved in common body movements (please note that this does not represent all of the muscles of the body as the hands, feet, and head receive little coverage). If you plan on

taking an advanced Anatomy course or attending a graduate school in the health professions (i.e. medical, PA, pharmacy, nursing schools) then you will be expected to know more information than what is presented in this course and you will likely be tested in a similar format (rotating stations) as our course.

Extra Course Resources

- Open Lab - I strongly suggest you take advantage of access to course materials and the help of teaching assistants during Open Lab. You may attend any of the open lab times (posted to eLC). I suggest that you make this a scheduled study time for yourself where you work on learning the lab material. This should primarily be a time to independently review the material. Dissection and interactive activities will not occur during this time. Attending an Open Lab session cannot be used to make up a missed lab participation score.
- Science Library Materials - A number of course materials (models, bones, etc.) have been placed on reserve in the Science Library and are available for checkout. This is a great way to practice with the lab materials at non-traditional times.

CBIO2200L Code of Conduct

- Please eat a meal or heavy snack before you come to lab. Our labs are long and active, especially when we are moving between the normal lab space and the dissection lab. Having eaten a meal ahead of time puts you in position to be able to actively work on learning the material throughout your lab period. You are welcome to bring food with you or purchase items from the vending machines but please only eat in the lounge area just outside of the lab. This is particularly critical if you are either coming from or going to another course.
- Dress appropriately for lab. In general, wear clothes that you do not mind getting dirty and will keep you warm enough in what are generally cold rooms. In the main lab, you should wear clothes that are comfortable and allow you to move freely. In the dissection lab, there are gloves, lab coats, protective eye-wear (glasses & face-shields), and shoe covers available in the dissection lab for general, temporary use. You are welcome to bring a change of clothes and then change before heading into the dissection lab. Please follow these safety guidelines that will be strictly enforced within the dissection lab:
 - General Dress - For both safety reasons and because it is cold you must wear pants. No shorts or skirts. Long sleeves should be worn underneath a lab coat so that you will be comfortable in the cold room. I strongly suggest bringing a sweatshirt.
 - Footwear - You are required to wear flat, close-toed shoes with grip on the sole. Flip-flops, Crocs, other open shoes, and shoes with a heel will not be allowed in the dissection lab.
 - Hair & Hats - Hats of any kind are not allowed. Long hair must be tied back or placed under a scrub cap. You do not want either to fall into dissected material.
 - Contact lenses – We suggest wearing either hard contact lenses or glasses.
 - Wearables - Electronic devices (phones, tablets, music players, etc.), headphones, watches, and jewelry (necklaces, rings, sunglasses, etc.) are not allowed in the dissection lab (not even in your pocket). Either place them in a safe place in the normal lab room before going to the cadaver lab or, even better, don't bring them to lab at all. Again, you do not want them to come into contact with dissected material.
 - If you are not dressed appropriately then you will not be allowed in the dissection lab. No exceptions. If you forgot to dress appropriately then you should either walk back to your dorm/apartment and change or ask a friend to bring you a change of clothes. Forgetting to wear

proper clothing will not be accepted as an excusable reason for being late to lab (i.e. you will lose participation points).

- We will work with cadavers and other dissected materials throughout the semester to support our learning of the structure and function of the human body which is a rare privilege at this level of study. You will treat all dissected materials with the same level of respect that society customarily gives to the deceased. You may not perform unauthorized dissections, remove parts or pieces of any dissected material unless otherwise instructed, or take any course material outside of the lab. Any device capable of taking photos or video is not allowed in the dissection lab. No images of dissected materials can be taken for any reason. Any inappropriate interaction with a cadaver or other course materials will be dealt with on a case-by-case basis and will result in severe consequences that may lead to removal from the course.
- Move slowly and carefully through planned dissections. You will receive one set of dissection materials (brain, eye, etc.) for the semester. Read, plan, and only after you are certain of your actions, cut.
- You must return your workstation to the condition in which you found it. All materials must be cleaned, returned, and stored in their original condition. This includes anatomical models which must have all tape removed and must be put back together (please make sure you follow the numbering system to make sure you are putting the right muscle on the right model). Your instructor will be happy to help you if you have problems or questions.

Accessibility Statement

If you anticipate issues related to the format or requirements of this course, please email and meet with both your TAs and Dr. McNabney as soon as possible to develop a plan to ensure you can fully participate and succeed. If you require disability-related accommodations then you must register for those accommodations with the Disability Resource Center (you need to register for both CBIO2200 & CBIO2200L, separately) and then discuss with Dr. McNabney how your accommodations will be met for CBIO2200L. A few notes on accommodations:

- Due to the nature and content of lab practicals all students will take the exams in the normal classroom, not at the DRC testing center. If you have registered testing accommodations with the DRC for CBIO2200L, shortly before Lab Practical 1 you will receive an email from Dr. McNabney describing how testing accommodations will be met in this course.
- Students with registered absence accommodations through the DRC for CBIO2200L should register for lab sections early in the week so that we can better accommodate your potential needs.

Inclusivity & Community Statement

Every student in CBIO2200L has an equal right to be a part of our learning community to position themselves to be as successful as possible. Please do not hesitate to speak with any instructional staff member if there is anything we can do, within reason, to help support your learning.

Academic Honesty Policy

Any student suspected of academic misconduct as defined by “A Culture of Honesty at the University of Georgia” (<https://honesty.uga.edu/Academic-Honesty-Policy/>) will be reported to the Office of the VP for instruction resulting in a facilitated discussion between the instructor and student. A student who has been found responsible for academic misconduct will receive a "0" on the assignments, quizzes, or exams in question and, depending upon the severity of the academic misconduct, could be subject to additional sanctions (ranging from a further reduction in overall course grade to expulsion).

C BIO2200L Schedule

Subject to change; see the lab manual in Lt for a detailed list and description of lab activities

Week #	Week of	Topic	Lessons
0	8/12	No lab	NA
1	8/19	Lt Intro; Anatomy Intro; Cells	1 & 2
2	8/26	Histology – Epithelial, Connective, Muscle, & Nervous Tissues	3 & 4
3	9/2	Integumentary System; Skeletal System Intro; Cadaver Intro	5, 6, & 7
4	9/9	Lab Practical 1	1-7
5	9/16	Lab Practical 1 Review; The Leg – Bones & Muscles	8 & 9
6	9/23	The Leg – Joints, Nerves, Movement; Review	10, 11, & 12
7	9/30	Lab Practical 2	8-12
8	10/7	Lab Practical 2 Review; The Arm – Bones, Muscles, & Joints	13, 14, 15
9	10/14	The Arm – Nerves, Movement; Muscle Physiology; Review	16, 17, & 18
10	10/21	Lab Practical 3	13-18
11	10/28	Lab Practical 3 Review; Axial Bones, Muscles, & Joints	19, 20, & 21
12	11/4	Central Nervous System	22, 23, & 24
13	11/11	Senses – Vision & Hearing; Review	25, & 26
14	11/18	Lab Practical 4	19-26
15	11/25	No lab – Thanksgiving Week	NA
16	12/2	No lab – Lab Practical 4 Review; Comprehensive Final Make-up Practical	NA