

# Applied Human Physiology with Lab

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APK2105c | 4 Credits | Spring 2024

## Course Info

### INSTRUCTOR

**Linda Nguyen, Ph.D.**

Office: FLG 144

Email: linda.nguyen@ufl.edu

Preferred Method of Contact: **Currently enrolled students: please use CANVAS email**

### OFFICE HOURS

Weekly office hours will be posted in CANVAS and students may request meetings by appointment via CANVAS email

### MEETING TIME/LOCATION

Lectures are held in-person **MWF Period 2 (8:30-9:20am) or Period 4 (10:40-11:30am) in WEIM 1064 depending on your specific registered section**

Lectures will **not** be recorded and posted by the instructor. This is not an online course. All classes and labs are held in-person. Students are able to record lectures while present in-class for their personal use only in accordance with FL House Bill 233.

### LAB TIME/LOCATION

**All labs are held in-person and meet once a week with their graduate TAs.** Please see the table below for specific meeting times and location based on your specific class #.

**Labs do not meet in the first week of classes.**

CLASS #	LAB DAY AND MEETING TIME	LAB LOCATION
10502	W   Period 7 – 8 (1:55 PM – 3:50 PM)	FLG 107E
10503	W   Period 5 – 6 (11:45 AM - 1:40 PM)	FLG 107E
10504	F   Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107E
10505	M   Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107E
10506	T   Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107D
10507	T   Period 3 – 4 (9:35 AM – 11:30 AM)	FLG 107E
10543	M   Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107D
10544	R   Period 3 – 4 (9:35 AM – 11:30 AM)	FLG 107D
10545	T   Period 1 – 2 (7:25 AM – 9:20 AM)	FLG 107D
10546	M   Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107D
10547	T   Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107E

10548	M   Period 4 – 5 (10:40 AM - 12:35 PM)	FLG 107E
10549	T   Period 4 – 5 (10:40 AM - 12:35 PM)	FLG 107D
10550	R   Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107D
10551	M   Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107D
10552	F   Period 1 -2 (7:25 AM – 9:20 AM)	FLG 107D
10553	M   Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107E
10554	T   Period 5 – 6 (11:45 AM - 1:40 PM)	FLG 107E
10555	M   Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107E
10556	R   Period 1 -2 (7:25 AM – 9:20 AM)	FLG 107E

## COURSE DESCRIPTION

This physiology course will introduce students to the functions of the human body at the cellular, tissue, organ, systemic, and organismal levels with heavy emphasis on mechanisms of action.

## PREREQUISITE KNOWLEDGE AND SKILLS

There are no course prerequisites for this course; however, students must have at least a sophomore standing. Any previous experiences in the following areas will be helpful to students: medical terminology, anatomy, physics, chemistry, and/or biology. To be clear: you do not need to have taken any of these courses to be successful in this course.

## REQUIRED AND RECOMMENDED MATERIALS

Please note that APK2105c participates in the UF All Access program to acquire course materials. Students will “Opt-In” to MasteringA&P access through a link/instructional document provided in CANVAS for a reduced price and pay for these materials through their student account. A code will be provided upon purchase and students will use this code to register for Access Pearson (found in Canvas) to access the MasteringA&P materials. A loose-leaf version print version of the textbook is available at the UF Bookstore for students who would like a physical text for the course.

If you already have a copy of the textbook, you will still need to purchase the access code that provides you access to Access Pearson/MasteringA&P; there is not a way to purchase an access code without the e-textbook, these materials are bundled together.

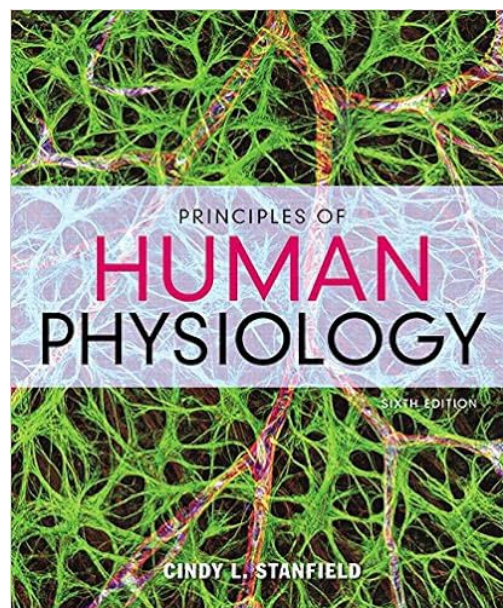
**Students must acquire the required course materials through UF All Access within two weeks of the start of the semester.**

**Textbook: Principles of Human Physiology by Cindy L. Stanfield, 6<sup>th</sup> edition. Pearson.**

*Older versions of the textbook are fine, but please note that page numbers may differ.*

## COURSE FORMAT

Students will attend live lectures three times each week (MWF) and live lab once each week (2 period-block...see table above). Students should read required textbook pages, print out or download PDF lecture or lab slides, and/or complete the appropriate PhysioEx lab module before coming to lecture or lab. There is no dress code/required attire for lab (come as you are!).



## PURPOSE OF COURSE

The purpose of this course is to introduce students to physiology (the study of how the body's structures function) and to present information and engage students in a way that promotes critical and creative thinking within the context of health and movement studies. Students will be asked to not only identify important structures of the human body, but integrate the functions of these basic structures together at all levels of the hierarchical organization (molecular, cellular, tissue, organ, and organ system) so that the information can be applied to novel, clinical scenarios. This applied method of teaching physiology is intended to enhance the long-term retention of the concepts covered and prepare students for future courses and experiences which may require health or movement-based communication and problem solving.

## GENERAL EDUCATION SUBJECT AREA OBJECTIVES

Biological science courses provide instruction in the basic concepts, theories and terms of the scientific method in the context of the life sciences. Courses focus on major scientific developments and their impacts on society, science and the environment, and the relevant processes that govern biological systems. Students will formulate empirically-testable hypotheses derived from the study of living things, apply logical reasoning skills through scientific criticism and argument, and apply techniques of discovery and critical thinking to evaluate outcomes of experiments.

## COURSE LEARNING OBJECTIVES:

The following table describes the UF General Education student learning outcomes (SLOs) and the specific course goals for APK 2105c. By the end of this course, students should be able to:

Gen Ed SLOs	APK 2105c Course Goals	Assessment Method
<b>Content:</b> Demonstrate competence in the terminology, concepts, methodologies and theories used within the discipline.	<ul style="list-style-type: none"><li>• Describe the basic structures as well as the basic and more complex functions of the cell, the endocrine, nervous, muscular, cardiovascular, respiratory, and renal systems</li><li>• Name and give examples of key physiological themes and basic regulatory mechanisms for sustaining life/health (e.g. homeostasis, negative and positive feedback)</li><li>• Explain how major systems of the body are integrated and how these interactions influence homeostasis</li></ul>	<ul style="list-style-type: none"><li>• Lecture exams</li><li>• Online homework</li><li>• Online lab modules</li></ul>
<b>Communication:</b> Communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.	<ul style="list-style-type: none"><li>• Use correct anatomical, physiological, scientific, and medical terminology to describe and explain physiological phenomena, experiments used to study such phenomena, and how disease or injury impacts those processes</li></ul>	<ul style="list-style-type: none"><li>• Lab quizzes</li></ul>
<b>Critical Thinking:</b> Analyze information carefully and logically from multiple perspectives, using discipline specific methods,	<ul style="list-style-type: none"><li>• Predict how perturbations (e.g., disease, experimental manipulations) will alter physiological function and identify the mechanisms of action involved</li></ul>	<ul style="list-style-type: none"><li>• Lecture exams</li><li>• Online lab modules</li><li>• Lab quizzes</li></ul>

and develop reasoned solutions to problems.	<ul style="list-style-type: none"> <li>• Generate and interpret various graphical representations and results of physiological data</li> </ul>	
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## Course & University Policies

**UF STUDENT COMPUTING REQUIREMENTS:** As a course with online components, and as per the UF student computing requirements, “access to and on-going use of a computer is required for all students.” UF does not recommend students relying on/regularly using tablet devices, mobile phones or Chromebook devices as their primary computer as it may not be compatible with specific platforms used in this course or UF (<https://it.ufl.edu/policies/student-computing-requirements/>). Access to fast, secure Wi-Fi will be necessary for this course. If a student is in an area with limited wi-fi access, UF students can access **eduroam** for free with their GatorLink log-in credentials.

### *How to connect to eduroam:*

1. If you can get a Wi-Fi signal at any of the eduroam locations (see below) and your mobile device (laptop, smartphone, or tablet) has already been configured for eduroam, then you will automatically connect.
2. Otherwise, follow the instructions for connecting here: <https://helpdesk.ufl.edu/connecting-to-eduroam-off-campus/>.

There are more than 100 Wi-Fi hotspots in Florida, including several state university campuses and community colleges. You don’t have to sit in a car--many locations have open spaces and communal rooms available so you can get online while socially distancing and following CDC guidelines in an air-conditioned space. Also, in Florida all of the UF/IFAS Research and Education Centers (REC) are equipped with eduroam, so if you live in a rural area of your county you can visit an REC to securely watch course videos and take care of your academic needs. Here’s a link to all the eduroam sites in the U.S.: <https://incommon.org/eduroam/eduroam-u-s-locator-map/>.

If you have any problems connecting to eduroam you can call (352-392-HELP/4357) or [email](#) the UF Computing Help Desk.

## ATTENDANCE POLICY

**Lecture:** Attendance will be taken at the beginning of each lecture; students will sign-in/check-in via a QR code. There are no points/grades associated with lecture, but it is used as a metric to evaluate student performance in the class. Try your best to attend all lectures. Although attendance is not required, it is ABSOLUTELY imperative for your success in this course. Students who have planned travel during this course are encouraged to register for a different semester if multiple days of class will be missed. *Lecture video links are for use only by students currently registered for the **WEB** section of APK2105c. This is not you! You are in the **LIVE** section of APK2105c. **Watching the video lectures should NOT be substituted for attending live lectures as content and emphases in the live lectures may deviate from pre-recorded lectures. Saving, sharing or posting of these lecture videos anywhere is strictly prohibited and will be processed as an Honor Code violation.***

**Lab:** *Attendance will be taken in lab, but there no points given for participation.* Attend the lab section for which you are enrolled, not the one most convenient for you on any given day. If you have to miss your lab for any reason, please make arrangements with your TA to attend another lab section that week. Although attendance is not required for the lab, it is absolutely IMPERATIVE for your success in this course as there will be lab quizzes during your designated lab period on most weeks. If you miss a lab quiz, you will only be allowed to make-up the lab quiz if it is an excused absence with documentation provided to your TA.

## PERSONAL CONDUCT POLICY

Students are expected to exhibit behaviors that reflect highly upon themselves and our University:

- Read and refer to the syllabus
- Arrive to lecture and lab on time (a few minutes early)
- Show respect for the authority of the course instructor and graduate TAs through politeness and use of proper titles (e.g., “Dr. Nguyen” or “Dr. N”)
- Use of professional, courteous standards for all emails and discussions:
  - Descriptive subject line
  - Address the reader using proper title and name spelling
  - Body of the email should be concise but have sufficient detail
  - Give a respectful salutation (e.g., thank you, sincerely, respectfully)
  - No textspeak (e.g., OMG, WTH, IMO)
- No texting or checking Instagram (or the like) during class/lab instruction time
- No personal conversations during class/lab instruction time
- Adherence to the UF Student Honor Code: <https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>
  - Honor code violations of any kind will not be tolerated and sanctions will be determined by the course instructor for first-time violators
  - Any use, access, or handling of technology during an exam will result in a zero on the exam **and** potential failure of the course
  - Communication between students (verbal or non-verbal, i.e. talking, whispering, nods, winks, tapping, Morse code etc.) of any kind during an exam is strictly prohibited and any violations will be reported to the SCCR
  - All allegations, regardless of the severity, will be reported to the Dean of Students Office for University-level documentation and processing
  - *Sharing or posting of the lecture videos anywhere is strictly prohibited and will be processed as an Honor Code violation. Students who are aware of such sharing/posting of the lecture videos are obligated to disclose that information to their course instructor.*
  - **Any and all lecture video links are for the specific use by students that are currently registered for the online/hybrid section of APK2105c only. These links are not for you; you are in the LIVE section.**

All UF students are bound by **The Honor Pledge** which states:

*“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.”*

The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult Dr. Nguyen or TA in this class.

## **EXAM MAKE-UP POLICY**

Make-ups (exams or assignment extensions) will be given at the discretion of the instructor. To schedule a make-up, please fill out the **make-up exam request form** posted in CANVAS and submit it to your course instructor. Documentation will be required. Unexcused missed exams/assignment deadlines will result in a zero for that exam/assignment (this includes contacting the instructor **after the fact** if you are ill). **Students must notify their course instructor of any illness prior to the exam time regardless of if a student has or has not yet their medical documentation yet. If notification**

occurs after the exam time, it will be considered an unexcused absence. You are absolutely **not** permitted a make-up exam for personal travel/vacations, work, or volunteering conflicts so please make your travel and scheduling arrangements accordingly; this includes requesting to take an exam early for personal travel/vacations (i.e. vacation trip to Europe and/or other exams). Additionally, many students will encounter having multiple exams in one day. This is also not a permissible reason for a make-up exam and any requests will be denied. Only if another exam is scheduled for the same time/overlaps with this course's exams will a request be considered.

A student experiencing an illness should visit the UF Student Health Care Center or their preferred healthcare provider to seek medical advice and obtain documentation. If you have an illness, family emergency or death, please contact the Dean of Students Office ([www.dso.ufl.edu](http://www.dso.ufl.edu)) and follow the DSO Care Team procedures for documentation and submission of a request for make-up assignment (<https://care.dso.ufl.edu/instructor-notifications/>). The DSO will contact the instructor. Do not provide any documentation to the instructor regarding illness or family emergency. This is your personal and protected information. The DSO is qualified to receive and verify the documents you provide. The instructor will follow the recommendations from the DSO.

If a student arrives late to the exam, they will still be permitted to take the exam (without penalty) with the *remaining* time left as long as no other student has submitted their exam and has left. If a student is late to the exam and at least one student has already completed their exam and has left, the late-arriving student will be subjected to the policy below with a penalty deduction on their exam.

In the case that a student is late and another student has already left OR a student misses an exam due to an unexcused reason (i.e. overslept, mixed up the exam time, etc.), the exam can be taken with **a 20% penalty if the student notifies the instructor of their unexcused absence within 24 hours** of the original exam time or with a **40% penalty if notification to their instructor is between 24-48 hours from the original exam time**. If a student does not notify their instructor within 48 hours of the original exam time, this will result in a **zero grade for that exam**.

**All make-up exams will be taken during specific designated days/times found on the Make-up Exam page in Canvas. Students will be required to fill out and select the appropriate dates and times on the Make-up Exam Request form.**

Requirements for class attendance and make-up exams, assignments, and other work are consistent with the university policies that can be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

## **ACCOMMODATING STUDENTS WITH DISABILITIES**

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). **DRC-registered students must request their accommodation letter to be sent to their instructors via the DRC file management system prior to submitting assignments or taking quizzes/exams.** Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations. Students may reach out and contact their course instructor to verify receipt of their accommodation letter.

**Students registered with the DRC:** DRC-registered students will take their exams at the DRC. **I strongly recommend that you submit all exam requests through the DRC in the first week of classes or ASAP to ensure**

**that they are approved in a timely manner.** The DRC requires all students to submit their accommodated testing requests (ATRs) at least 4 business days in advance of the exam date. The DRC is very strict with this policy and many students have been denied their testing requests when an ATR is submitted less than 4 business days in advance. The course instructor is unable to provide testing accommodations in the regular classroom and should students fail to do so by the appropriate time outlined by the DRC, DRC students will instead have to take the exam with the rest of the class without their accommodations.

## COURSE EVALUATIONS

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

## Getting Help

### HEALTH & WELLNESS

- U Matter, We Care: If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352 392-1575
- Counseling and Wellness Center: <https://counseling.ufl.edu/>, 352-392-1575
- Sexual Assault Recovery Services (SARS) - Student Health Care Center, 392-1161
- University Police Department, 392-1111 (or 9-1-1 for emergencies) <http://www.police.ufl.edu/>

### ACADEMIC RESOURCES

- E-learning technical support, 352-392-4357 (select option 2) or e-mail to [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu). <https://lss.at.ufl.edu/help.shtml>
- Career Connections Center, Reitz Union, 392-1601. Career assistance and counseling. <https://career.ufl.edu/>
- Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <http://teachingcenter.ufl.edu/>
- Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <http://writing.ufl.edu/writing-studio/>
- Student Complaints On-Campus: <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/> On-Line Students Complaints: <http://distance.ufl.edu/student-complaint-process/>

### INCLUSION, DIVERSITY, EQUITY, AND ACCESSIBILITY RESOURCES

It is my intent that students from all diverse backgrounds and perspectives be well served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength, and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups. In addition, if any of our class meetings or exams conflict with your religious events, please let me know so that we can make arrangements for you.

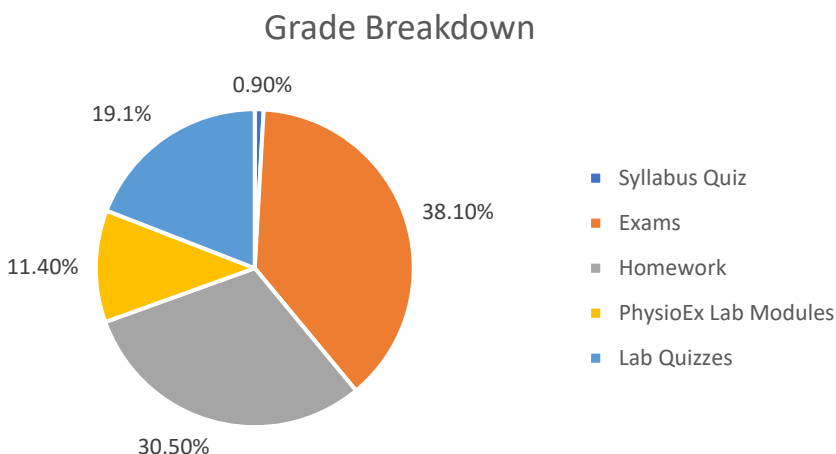
For suggestions or concerns related to IDEA, please reach out to any of the following:

- Dr. Ashley Smuder, APK Engagement and Culture Committee Liaison, [asmuder@ufl.edu](mailto:asmuder@ufl.edu)
- Dr. Stephen Coombes, APK Graduate Coordinator, [scoombes@ufl.edu](mailto:scoombes@ufl.edu)
- Dr. Joslyn Ahlgren, APK Undergraduate Coordinator, [jahlgren@ufl.edu](mailto:jahlgren@ufl.edu)

## Grading

The following table outlines the point-accruing components of the course. To calculate the final grade, total points earned in the course will be summed and divided by 525.

Evaluation Components (number of each)	Points Per Component	Approximate % of Total Grade
Syllabus Quiz	5 pts X 1 quiz = 5 pts	5/525 = 0.9%
Exams (4)	50 pts X 4 exams = 200 pts	200/525 = 38.1%
Homework (4)	40 pts X 4 assignments = 160 pts	160/525 = 30.5%
Lab Modules (PhysioEx) (6)	10 pts X 6 modules = 60 pts	60/525 = 11.4%
Lab Quizzes (10)	10pts X 10 quizzes = 100pts	100/525 = 19.1%
Extra Credit Engagement Log	Up to 10 pts	



**Syllabus Quiz** - The syllabus quiz will consist of 15 questions for a total of 5 points. Students will be given an unlimited number of attempts on the quiz. To access/unlock all course material, students must receive a perfect score (5/5). It is recommended that students complete the quiz as soon as possible in order to unlock the course material. **Students will receive a zero for the syllabus quiz if it has not been completed prior to taking to Exam 1.** It is recommended that students complete the quiz as soon as possible to access the material. **Students that fail to complete the syllabus quiz by Exam 1, will receive a zero grade for the syllabus quiz. Even though a student receives a zero by failing to complete the syllabus quiz prior to Exam 1, a student would still need to complete the syllabus quiz with a perfect score (that won't count) in order to have the modules unlocked and gain access to the course materials.**

**Exams** – Each exam will consist of 40 questions, 1.25 points per question. Questions will be multiple choice and true/false. **Exams are closed book and students are not permitted access to any kind of materials or notes during these exams.** Exam questions are generated by the course instructor and the majority of focus should be



given to the lecture notes **and student learning objectives (SLOs) from each chapter** when studying (i.e., not the textbook). All exams are held during regular class time in the normal classroom/lecture hall on the designated dates outlined in the course schedule at the end of the syllabus. Students will be allowed a class period (i.e., 50 minutes) to complete the exam. ***If you are late to an exam and the exam has already started: you will still be allowed to take the exam provided that no one has already turned in their exam and scantron and has left the room and you will only have the remaining time in the exam period to finish. If a student has already handed in their exam and has left, you will be able to take the exam, but with a penalty. Please refer to the make-up exam policy on page 6.***

- **Exams will only assess lecture material only; there will not be any lab material/content on lecture exams; you have separate lab quizzes that assess you on lab content**
- **Weekly labs still take place in weeks that there is an exam – even if your lab meets on the same day as an exam day.**
  - **Labs and lectures are separate components of the course and have their own scheduled class times.**

**Exam Reviews:** Once exam grades are posted, a Canvas announcement will be sent out letting students know when exam reviews will begin. All students are highly encouraged to come to office hours to review their exams. This will allow students to go through the questions and see their correct/incorrect answers and have any questions regarding the exam answered. If students are unable to attend the review sessions during office hours, students may also schedule an appointment to go over their exam in-person. **You will not be allowed to review all your previous exams simultaneously at the end of the semester. Students will be allowed to review their exams up until the next exam** (i.e., can only review Exam 1 before students take Exam 2, etc.).

**Homework – Homework due dates are posted in Mastering as well as in the course schedule at the end of the syllabus.** All Homework assignments will be available to students beginning the first day of the semester. Homework assignments are graded on the accuracy of your answers, NOT on completion. ***It will be the student's responsibility to complete the homework assignments by the listed due dates/times.*** Students are able to complete the homework assignments on a rolling basis, i.e. students can complete and submit answers to homework questions a few questions at a time until they complete the assignment by the deadline. Homework problems are multiple choice, true/false, fill in the blank, and matching. These questions are specific to the textbook, so that should be your primary resource for answering those questions. **For the fill in the blank questions, spelling and proper tense of the word counts (i.e., if the blank is in the middle of the sentence you will be marked wrong if you capitalize the word, or, if the sentence is singular and you add an 's' at the end of your word it will also be marked incorrect because the answer should not be plural).** **These assignments are NOT intended to be used as the primary study tool for preparing for the exams.** The function of the homework assignments is to (a) get students more familiar with the textbook, and (b) to get students eased into answering anatomy questions. **It is not prudent to complete the homework at the last minute as a "practice test."**

The following are specific homework grading guidelines to keep in mind:

- You may open/close an assignment as many times as you wish until it is due.
- For multiple choice and fill-in-the-blank questions, you are penalized 50% if you miss on the first attempt and 100% if you miss on the second attempt. For true/false questions, you are penalized 100% if you miss on the first attempt.
- You are penalized a small fraction for opening a hint if one is available.
- ***You are encouraged to complete questions as you go (i.e. complete questions as you complete each chapter on a weekly basis).***
- **Late submissions of homework will be penalized 25% for every 24 hours after the deadline.** Submissions 96 hours (i.e. 4 days) after the deadline will not be accepted and will receive a zero.
  - E.g. If the deadline is on Monday at 5:10pm EST and a student submits their Homework assignment on Monday at 5:30pm EST there will be a 25% penalty.

- If a student submits their homework assignment late, they need to inform the instructor because the instructor needs to manually input the grades from Canvas (i.e. late grades do not get automatically synced from Pearson to the Canvas gradebook).

**Homework assignments are NOT subject to a make-up policy. If a student fails to complete the homework by the established due date, it will be subjected to the late penalty outlined above.** This includes if a student is ill and has medical documentation. This is because students can access all homework assignments at the beginning of the course, these assignments are open access (students can and use their textbook to assist them in answering the questions) and students are able to continuously open and close the homework assignment so they can complete questions a few at a time over time.

- **All homework grades are synced over to Canvas AFTER the final deadline.**

**MasteringA&P Labs (PhysioEx Labs)** – Each lab module is a PhysioEx lab that can be accessed through MasteringA&P through CANVAS. **PhysioEx Labs are due prior to your lab section. It is imperative for you to complete the lab module prior to your lab for that particular week since you will be required to discuss the procedures, results and/or application of concepts from the PhysioEx lab in class.** You have 6 hours to complete each lab module and accompanying questions; however, these should not take longer than 2 hours each. **If you miss the submission deadline, you will not be allowed to complete the lab for credit (partial or full), you will receive a zero for the PhysioEx.** Once you open the lab, you can close it and return to complete it, but the timer will not stop...so please plan to complete the lab module and questions in one setting to avoid being timed out and ensure that you have access to a reliable internet source while completing the lab module.

- **All PhysioEx Lab grades are synced over to Canvas from Mastering at the end of the week once all labs for that week has already taken place.**

**Lab Quizzes** – Each lab quiz is worth 10 points, consists of 10 questions and will be a combination of multiple choice, true/false, fill in the blank, matching or multiple answers. **The quizzes are based on the content of the previous week's lab (unless noted in the course schedule).** These quizzes will be closed-book individual quizzes, there will be no collaboration between students. Lab quizzes are taken during the designated weekly lab time. If a student is ill and is unable to attend lab and cannot take their lab quiz, students are responsible for contacting their lab TA, provide the appropriate medical documentation and coordinate with their lab TA to make-up their quiz, either in lab the following week or another time. Make-up quizzes are only allowed for excused absences.

**Extra Credit** – Students can earn extra credit by generating an Engagement Log. The Engagement Log requires students to participate in a number of different activities by engaging with their classmates, UGTAs and course material over the entire semester. The instructions and guidelines for the Engagement Log is posted in Canvas within the Exam Prep Materials module. Students can earn up to 10 points of extra credit from this activity. All rules and guidelines must be followed as outlined in the extra credit instructions; there are no exceptions, substitutions or deviations from the listed components that students need to complete. There are no late submissions or make-ups allowed for extra credit.

## GRADING SCALE

All grades will be posted directly into the CANVAS gradebook. Any discrepancies with points displayed in gradebook should be pointed out to the instructor before the last day of class. **There is no curve for this course and final grades will not be rounded up.** See the UF undergraduate catalog web page for information regarding current UF grading policies: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>. **Any requests for additional extra credit or special exceptions to**

*these grading policies will be interpreted as an honor code violation (i.e., asking for preferential treatment) and will be handled accordingly.*

Minus grades are not assigned for this course. A minimum grade of C is required for all General Education courses, such as this one.

Letter Grade	Points Needed to Earn Each Letter Grade	Percent of Total Points Associated with Each Letter Grade	GPA Impact of Each Letter Grade
A	≥ 472.5	90.00-100%	4.0
B+	456.75-472.49	87.00-89.99%	3.33
B	420-456.74	80.00-86.99%	3.0
C+	404.25-419.99	77.00-79.99%	2.33
C	367.5-404.24	70.00-76.99%	2.0
D+	351.75-367.49	67.00-69.99%	1.33
D	315-351.74	60.00-66.99%	1.0
E	≤ 314.99	0-59.99%	0

## Weekly Course Schedule

### CRITICAL DATES & UF OBSERVED HOLIDAYS

- January 15: Martin Luther King Jr. Day (Monday)
- March 11-15: UF Spring Break (Monday-Friday)
- Complete list available here: <https://catalog.ufl.edu/UGRD/dates-deadlines/2023-2024/#spring24text>

### WEEKLY SCHEDULE

The following table represents current plans for the term. Any changes to this plan will be posted in CANVAS as an announcement.

**Required readings for each chapter:** Follow the [blue highlighted sections that have been specifically selected for each chapter within the e-text in Mastering](#). The highlighted sections have been selected by the course instructor to ensure the textbook readings match up to the content learned from lectures.

**All assessments (i.e., homework, exams, quizzes, etc.) deadlines/dates are in EST (Eastern standard time).**

***Before the first day of classes:** make sure to watch the welcome announcement, review the course syllabus carefully and complete the syllabus quiz*

Week	Dates	Lecture Topic	Lab
1	Jan 8 – Jan 12	Ch.1 – Intro to Physiology Ch. 2 – Cells Structure and Function	<i>No Lab – Drop/Add Week</i>
2	Jan 15 – Jan 19	<i>Jan 16 is Martin Luther King Jr. Day – No Lecture/Lab</i> Ch. 2 – Cells Structure and Function Ch. 3 – Cell Metabolism	<b>Lab 1</b> – Intro to Lab/Graphs/Reports <i>Monday labs will watch pre-recorded lab videos from their lab TAs</i>
3	Jan 22 – Jan 26	Ch. 3 – Cell Metabolism	<b>Lab 2</b> – Enzyme Kinetics <b>Quiz 1 (Graphs, Data)</b>

4	Jan 29 – Feb 02	<b>Exam 1 – Mon Jan. 30<sup>th</sup> at 8:30am EST</b> <b>HW 1 due Mon. Jan 30<sup>th</sup> at 8:30am EST</b> Ch. 4 – Cell Membrane Transport	<b>Lab 3 – Metabolism</b> Quiz 2 (Enzyme Kinetics)
5	Feb 05 – Feb 09	Ch. 5 – Chemical Messengers Ch. 6 – Endocrine System	<b>Lab 4 – Transport Mechanisms</b> <i>Complete PhysioEx 1 on your own prior to your lab</i> Quiz 3 (Metabolism)
6	Feb 12 – Feb 16	Ch. 6 – Endocrine System Ch. 7 – Neural Signaling	<b>Lab 5 – Endocrine Phys</b> <i>Complete PhysioEx 4 on your own prior to your lab</i> Quiz 4 (Transport Mech)
7	Feb 19 – Feb 23	Ch. 7 – Neural Signaling Ch. 8 – Neural Integration	<b>Lab 6 – Neurophys.</b> Quiz 5 (Endocrine) <i>Complete PhysioEx 3 on your own prior to your lab</i>
8	Feb 26 – Mar 01	<b>Exam 2 – Mon Feb. 27<sup>th</sup> at 8:30am EST</b> <b>HW 2 due Mon. Feb. 27<sup>th</sup> at 8:30am EST</b> Ch. 12 – Muscle Physiology	<b>Lab 7 – Neuromuscular</b>
9	Mar 04– Mar 08	Ch. 12 – Muscle Physiology Ch. 13 – Cardiac Function	<b>Lab 8 – Muscle Phys.</b> <i>Complete PhysioEx 2 on your own prior to your lab</i> Quiz 6 (Neuro)
10	Mar 11 – Mar 15	<b>Spring Break</b>	<b>No labs</b>
11	Mar 18 – Mar 22	Ch. 13 – Cardiac Function	<b>Lab 9 – Cardiovascular Function</b> <i>Complete PhysioEx 5 on your own prior to your lab</i> Quiz 7 (Muscle)
12	Mar 25 - Mar 29	Ch. 14 – Vessels and Pressure	<b>Lab 10 – Cardiovascular Phys</b> Quiz 8 (CV)
13	Apr 01 – Apr 05	Ch. 14 – Vessels and Pressure <b>Exam 3 – Wed. Mar. 29<sup>th</sup> at 8:30am EST</b> <b>HW 3 due Wed. Mar. 29<sup>th</sup> at 8:30am EST</b> Ch. 16 – Pulmonary Function	<b>No labs</b>
14	Apr 08 – Apr 12	Ch. 16 – Pulmonary Function Ch. 17 – Gas Exchange	<b>Lab 11 – Pulmonary Function</b> Quiz 9 (Pulmonary)
15	Apr 15 – Apr 19	Ch. 17 – Gas Exchange Ch. 18 – Renal Function	<b>Lab 13 – Renal Physiology</b> Quiz 10 (Renal) <i>Complete PhysioEx 9 on your own prior to your lab</i>
16	Apr 22 – Apr 26	Ch. 18 – Renal Function Ch. 19 – Fluid/Electrolyte Balance Thurs/Fri, Apr 27/28 are Reading days	<b>No labs</b>
<b>Exam 4</b> <b>Period 2/8:30am Section: Mon. April 29<sup>th</sup> 10am-12pm</b> <b>Period 4/ 10:40am Section: Thurs. May 2<sup>nd</sup> 7:30am-9:30am</b>			

## SUCCESS AND STUDY TIPS

### Study tips for Dr. Nguyen's class:

- **Read from the text BEFORE watching the lecture videos.** Do not take notes, underline, highlight, or attempt to memorize anything...JUST READ and enjoy!
- **Snowball the lecture notes.** Begin studying lecture material immediately after watching the lectures. Then, after the next lecture video, begin your studies with day one lecture material. Continue this all the way up to the exam.
- If there is something in the textbook that was NOT in lectures, you are not expected to know it. There is a lot in the text that we don't have time to cover.
- **Re-write questions.** Taking complex questions and breaking them down to identify exactly what the question is REALLY asking for is very helpful. It is also very helpful to look at incorrect answer choices and identify what makes those choices wrong. Ask yourself, "How could I make that statement correct?" **You can practice this with the critical thinking questions at the end of each chapter.**
- **Google novel images.** For example, if there is a picture of a neuron in your notes, Google "neuron images" and see if you can identify the structures from the lecture and explain the function/physiological process that occurs in a particular area of the neuron.
- **Google diseases or drug mechanisms of action.** For example, if we are studying the endocrine system, Google "hormonal disease". Click on any link and just read a paragraph to see if you can understand based on what you now know about hormones and the endocrine system. If you don't understand it, that's okay...did you recognize any words?
- If you have a study group or a study buddy, talk through the material out loud....**verbalizing** the information is VERY different than knowing it in your head – talk in the mirror or even to your pet goldfish if you don't have a friend around
- **If you are a visual learner, make a concept map....** try to see how different parts of the body or various processes in an organ system relate to one another. What are similarities and differences between structures?

### Success tips for Dr. Nguyen's class:

- **Do not fall behind.** This course moves at a **VERY FAST** pace...and you can easily get overwhelmed if you procrastinate. Avoid studying at the last minute. Complete the homework as you go...do not leave it for the day before the exam. Do NOT procrastinate on watching the lecture videos! **Use the suggested course schedule or make your own and stick to it!**
- **Stay organized.** Keep track of all important due dates and move through each day in a uniform manner so that you are always aware of what you have done and what is left to be completed.
- **Check CANVAS announcements/emails daily...**just pretend it is TikTok/Instagram for school. Your course instructor will post important and helpful information (such as friendly reminders of due dates) as announcements.
- **Utilize the Undergraduate Teaching Assistants (UGTAs).** These students have earned an A in the course recently and can help you with both lecture and lab.
- **Have a positive attitude! THIS STUFF IS COOL!**
- **Come see me during office hours or make an appointment** to ask any questions you have on the course material....no question is too inconsequential! Please ask questions!

**Personal note from Dr. Nguyen:**

If you are totally overwhelmed by the stresses of your semester and feel like you just can't handle the pressure, please contact me or someone at UF's Counseling and Wellness center.

