

Applied Human Physiology with Lab

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APK2105c | 4 Credits | Spring 2025

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** Two class periods each week is dedicated to in-person office hours with Dr. Nguyen. 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) in WEIM 1064**

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 can 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
10376	W Period 5 – 6 (11:45 AM - 1:40 PM)	FLG 107E
10417	M Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107E
10418	T Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107E
10419	M Period 4 – 5 (10:40 AM - 12:35 PM)	FLG 107E
10420	T Period 4 – 5 (10:40 AM - 12:35 PM)	FLG 107E
10421	R Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107D
10422	M Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107E
10424	M Period 6 – 7 (12:50 PM - 2:45 PM)	FLG 107D
10425	T Period 5 – 6 (11:45 AM - 1:40 PM)	FLG 107D
10426	M Period 8 – 9 (3:00 PM - 4:55 PM)	FLG 107D

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

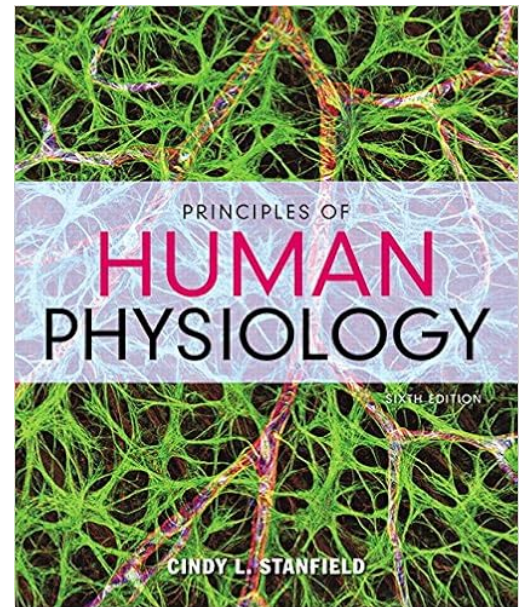
There are no course prerequisites for this course; however, students must have at least a sophomore standing. Any previous experiences in the following areas will be helpful to students: medical terminology, anatomy, physics, chemistry, and/or biology. To be clear: you do not need to have taken any of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

REQUIRED AND RECOMMENDED MATERIALS

For this course, students will need access to two resources: (1) the textbook, and (2) MasteringA&P website (called Access Pearson in Canvas, where homework and online lab modules will be completed).

Students will have a choice to “Opt-In” to Access Pearson 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 Access Pearson materials. Students who do not choose this option will be able to purchase the code (access code + e-textbook) through the UF Bookstore. Both options provide access to the same online materials. There will also be a discounted, loose-leaf version print version of the textbook 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; there is not a way to purchase an access code without the e-textbook, these materials are bundled together.



Textbook: Principles of Human Physiology by Cindy L. Stanfield, 6th edition. Pearson.

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

MATERIALS AND SUPPLIES FEE

There is a material and supplies fee of \$8.41 associated with this course. This fee is already integrated into the students' tuition fees.

COURSE FORMAT

Students will attend live lectures three times each week (MWF Period 2) and live lab once each week (2 class period-block...see table above). Students should read required textbook pages, print out or download PDF lecture slides complete the appropriate PhysioEx lab module before coming to lecture or lab.

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
Content: Demonstrate competence in the terminology, concepts, methodologies and theories used within the discipline.	<ul style="list-style-type: none"> 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 Name and give examples of key physiological themes and basic regulatory mechanisms for sustaining life/health (e.g. homeostasis, negative and positive feedback) Explain how major systems of the body are integrated and how these interactions influence homeostasis 	<ul style="list-style-type: none"> Lecture exams Online homework Online lab modules
Communication: Communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Lab quizzes
Critical Thinking: Analyze information carefully and logically from multiple perspectives, using discipline specific methods, and develop reasoned solutions to problems.	<ul style="list-style-type: none"> Predict how perturbations (e.g., disease, experimental manipulations) will alter physiological function and identify the mechanisms of action involved Generate and interpret various graphical representations and results of physiological data 	<ul style="list-style-type: none"> Lecture exams Online lab modules Lab quizzes

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: Attending class is the only way to complete pop quizzes or complete an 'exit ticket', which will take place across the term at regular intervals; students will not be told ahead of time when the pop quizzes/exit tickets will occur. Pop quizzes/exit tickets cannot be made-up. Attendance is strongly encouraged even when there is no pop quiz or exit ticket activity. During every lecture, regardless of whether there will be a pop quiz, attendance will be taken at the beginning of each lecture; students will sign-in/check-in via a QR code. If you are absent from a class meeting for any reason, please get the notes from a friend in class or check the Sharing is Caring discussion board (where students regularly post their notes and audio recordings of the lecture). Students who have planned travel during this course are encouraged to register for a different semester if multiple days of class are 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 are no points given for attendance/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.

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/face-to-face section.**

All University of Florida students are bound by **the Honor Pledge**. On all work submitted for credit by a student, the following pledge is required or implied:

“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 [Student Honor Code and Conduct Code \(Regulation 4.040\)](#) specifies a number of behaviors that are in violation of this code, as well as the process for reported allegations and sanctions that may be implemented. All potential violations of the code will be reported to Student Conduct and Conflict Resolution. If a student is found responsible for an Honor Code violation in this course, the instructor will enter a Grade Adjustment sanction which may be up to or including failure of the course. 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.

APPROPRIATE USE OF AI TECHNOLOGY

The UF Honor Code strictly prohibits [cheating](#). The use of any materials or resources prepared by another person or Entity (inclusive of generative AI tools) without the other person or Entity’s express consent or without proper attribution to the other person or Entity is considered *cheating*. Additionally, the use of any materials or resources, through any medium, which the Faculty / Instructor has not given express permission to use and that may confer an academic benefit to a student, constitutes *cheating*.

The use of any AI enabled tool in this course substantially compromises the student’s ability to achieve the stated learning objectives and are strictly prohibited throughout the entirety of the course.

IN-CLASS RECORDING

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or guest lecturer during a class session. Publication without permission of the instructor is prohibited.

To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third-party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

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 reach out to your course instructor. If the student feels comfortable doing so, students should submit all documentation to the course instructor for review. Alternatively, students can submit their documentation through the Dean of Students Office (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.

Any type of documentation must be dated and officially contain the student’s name and or other identifying information to be accepted. Non-specific medical or other documentation will not be accepted under most circumstances. While sensitive information should be redacted from medical documentation, it must at minimum explain or show the reason why the student should be excused from the exam on the designated date. **Documentation which simply states that a student was/is under the care of a provider and can return on a**

specific date will NOT be accepted. If the medical reason for the absence is perceived as sensitive to the student, this must be stated by the provider, and then may be accepted, but is not guaranteed.

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.

- If a student submits a DRC accommodation letter to the course instructor after having taken an exam, there is no recourse since accommodations are not retroactive, i.e. students would not be able to retake the exam in any capacity with additional time
- Accommodations can only be provided from the time the instructor receives a student's accommodation; accommodations cannot be applied or provided to any previously taken assessments

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 [here](#). 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 the [external link to GatorEvals](#). Public summaries of course evaluation results are available to students [here](#)

Getting Help

HEALTH & WELLNESS

- **U Matter, We Care:** If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- **Counseling and Wellness Center:** Visit the [Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- **Student Health Care Center:** Call 352-392-1161 for 24/7 information to help you find the care you need, or visit the [Student Health Care Center website](#).
- **University Police Department:** Visit [UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- **UF Health Shands Emergency Room / Trauma Center:** For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; or visit the [UF Health Emergency Room and Trauma Center website](#).
- **GatorWell Health Promotion Services:** For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

ACADEMIC RESOURCES

- **E-learning technical support:** Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- **Career Connections Center:** Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- **Library Support:** Various ways to receive assistance with respect to using the libraries or finding resources.
- **Teaching Center:** Broward Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring.
- **Writing Studio:** 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- **Student Complaints & Grievances:** Students are encouraged to communicate first with the involved person(s), but [here](#) is more information on the appropriate reporting process.

APK ADMINISTRATORS

For suggestions or concerns related to APK courses or programming, please reach out to any of the following:

- Dr. David Vaillancourt (he/him), APK Department Chair, vcourt@ufl.edu
- Dr. Demetra Christou (she/her), APK Department Vice Chair, ddchristou@hnp.ufl.edu
- Dr. Steve Coombes (he/him), APK Graduate Coordinator, scoombes@ufl.edu
- Dr. Joslyn Ahlgren (she/her), APK Undergraduate Coordinator, jahlgren@ufl.edu

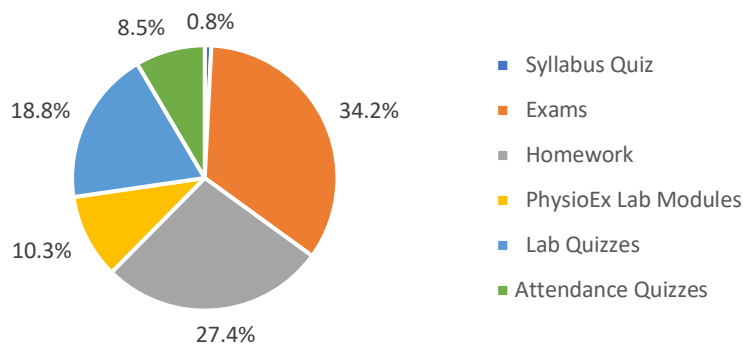
Grading

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 585.

Evaluation Components (number of each)	Points Per Component	Approximate % of Total Grade
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Syllabus Quiz	5 pts X 1 quiz = 5 pts	5/585 = 0.8%
Exams (4)	50 pts X 4 exams = 200 pts	200/585 = 34.2%
Homework (4)	40 pts X 4 assignments = 160 pts	160/585 = 27.4%
Lab Modules (PhysioEx) (6)	10 pts X 6 modules = 60 pts	60/585 = 10.3%
Lab Quizzes (11)	10pts X 11 quizzes = 110 pts	110/585 = 18.8%
Lecture Attendance	50 points total	50/585 = 8.5%
Pop Quiz Extra Credit	Up to 5 points	
Engagement Log Extra Credit	Up to 10 points	

Grade Breakdown



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 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.**

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 times in PUGH 170 during Period 2, 8:30-9:20am EST 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.***

Exam Reviews: Once lecture 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).

All homework grades are synced over to Canvas AFTER the final deadline even if a student has completed the homework assignment prior to the deadline.

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 are able to 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.

MasteringA&P Labs (PhysioEx Labs) – Each lab module is a PhysioEx lab that can be accessed through MasteringA&P through the Access Pearson tab in 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.

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. **In most cases, quizzes are based on the content of the previous week's lab but there will be some quizzes that assess that week's labs (please see course schedule for when these occur).** 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.

Lecture Attendance – End of Class Exit Ticket and Attendance Pop Quizzes – At random intervals throughout the semester, at the end of class, students will either receive a prompt to complete an exit ticket activity or will take an in-lecture pop quiz. Completion of the exit ticket or taking the pop quiz will mark a student's attendance. There will be two drops allowed for attendance (i.e. if a student misses two of the exit tickets/pop quizzes), out of the total number of times lecture attendance will be taken.

On days that students will complete an **exit ticket** that serves as an attendance check, students will be asked to write a one-sentence reflection on something they learned or a question they still have for their exit ticket. This will help reinforce what the student learned, allow students to ask any lingering questions, and provide the instructor feedback on areas that might need further clarification. Each exit ticket will count toward the students' attendance grade. Exit tickets will be graded on completion.

Calculation of Lecture Attendance Points

For example: if there are a total of 14 lecture quizzes/exit tickets, the calculation would only be out of 12 lecture quizzes (i.e. dropping 2 quizzes or exit tickets/instances of missed lecture for everyone). Remember, just by taking the pop quiz or submitting the in-class exit ticket, tells me you were there that day.

o If student took 12 quizzes/exit tickets: $12/12 = 50$ points earned for lecture attendance

o If student took 9 quizzes/exit tickets: $9/12 = 75\%$ of 50 pts = 37.5 pts earned for lecture attendance

o If student took 3 quizzes/exit tickets: $3/12 = 25\%$ of 50 pts = 12.5 pts earned for lecture attendance

This is just an EXAMPLE of the calculations, not indicative of how many quizzes/exit tickets there will be for the entire semester.

Extra Credit through the Attendance Pop Quizzes - While simple completion of a quiz will count as full credit for attendance per quiz, accuracy of the quiz answer can earn students extra credit. Quizzes cannot be made up, including for excused absences since two quizzes are dropped. In total, students can earn up to a maximum of 5 points of extra credit from pop quizzes. Each quiz will contain 1-4 questions from the previous lecture's content. Studying daily is the best way to prepare for these quizzes. Lecture attendance reinforces accountability, especially given that this is an 8:30am class while also motivating students to come prepared and engage with the lecture material and for students to earn minor rewards for their effort and attentiveness.

Engagement Log Extra Credit – Students can earn extra credit by generating an Engagement Log. The Engagement Log requires students to participate in several different activities by engaging with their classmates, UGTAs and course material over the entire semester. The instructions and guidelines for the Engagement Log are 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 the 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.**

Minus grades are not assigned for this course. A minimum grade of C is required for all General Education courses, such as this one. Should points need to be altered during the term (not likely, but things like hurricanes can really muck things up), these percentages will still be used to calculate grades (i.e., 90% = A).

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	≥ 526.5	90.00-100%	4.0
B+	508.95-526.49	87.00-89.99%	3.33
B	468-508.94	80.00-86.99%	3.0
C+	450.45-467.99	77.00-79.99%	2.33
C	409.5-450.44	70.00-76.99%	2.0
D+	391.95-409.49	67.00-69.99%	1.33
D	351-391.94	60.00-66.99%	1.0
E	≤ 350.99	0-59.99%	0

Weekly Course Schedule

CRITICAL DATES & UF OBSERVED HOLIDAYS

- January 20: Martin Luther King Jr. Day (Monday)
- March 17-21: Spring Break (Monday-Friday)
- Complete list available here: <https://catalog.ufl.edu/UGRD/dates-deadlines/2024-2025/#spring25text>

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	Book Chapter - Lecture Topic	Lab
1	Jan 13 – Jan 17	Ch. 1 - Intro to Physiology Ch. 2 - Cell Structure & Function	No Labs (use this time to locate the lab and print/download your lab slides)
2	Jan 20 – Jan 24	<i>Jan 20 is Martin Luther King Jr. Day – No Lecture/Lab</i> Ch. 2 - Cell Structure & Function Ch. 3 - Cell Metabolism	Lab 1 – Intro to Lab/Graphs/Reports (2hrs)

3	Jan 27 – Jan 31	Ch. 3 – Cell Metabolism	Lab 2 – Enzyme Kinetics (2hrs) Quiz 1 (Graphs, Data)
4	Feb 3 – Feb 7	Exam 1 (Ch. 1, 2, and 3) – Mon. Feb. 3rd HW 1 due (Mastering A&P) Ch. 4 – Cell Membrane Transport	Lab 3 – Metabolism (2hrs) Quiz 2 (Enzyme Kin)
5	Feb 10 – Feb 14	Ch. 5 – Chemical Messengers Ch. 6 – Endocrine System	Lab 4 – Transport Mechanisms <i>Complete PhysioEx 1 on your own prior to your lab</i> Quiz 3 (Metabolism)
6	Feb 17 – Feb 21	Ch. 6 – Endocrine System Ch. 7 – Neural Signaling	Lab 5 – Endocrine Phys <i>Complete PhysioEx 4 on your own prior to your lab</i> Quiz 4 (Transport Mech)
7	Feb 24 – Feb 28	Ch. 7 – Neural Signaling Ch. 8 – Neural Integration	Lab 6 – Neurophys. Quiz 5 (Endocrine) <i>Complete PhysioEx 3 on your own prior to your lab</i>
8	Mar 3 – Mar 7	Exam 2 (Ch. 4-8) – Mon. Mar. 3rd HW 2 due (Mastering A&P) Ch. 12 - Muscle Physiology	Lab 7 – Neuromuscular (2hrs) Quiz 6 (Neurophys)
9	Mar 10– Mar 14	Ch. 12 - Muscle Physiology Ch. 13 – Cardiac Function	Lab 8 – Muscle Phys. Quiz 7 (Neuromuscular) <i>Complete PhysioEx 2 on your own prior to your lab</i>
10	Mar 17 – Mar 21	<i>Spring Break</i>	No Labs
11	Mar 24 – Mar 28	Ch. 13 – Cardiac Function Ch. 14 - Vessels and Pressure	Lab 9 – Cardiovascular Phys. (2hrs) Quiz 8 (Muscle)
12	Mar 31 – Apr 4	Ch. 14 - Vessels and Pressure Exam 3 (Ch. 12-14) – Fri. Apr. 4th HW 3 due (Mastering A&P)	Lab 10 – Cardiovascular Function <i>Complete PhysioEx 5 on your own prior to your lab</i> Quiz 9 (CV)
13	Apr 7 – Apr 11	Ch. 16 - Pulmonary Ventilation Ch. 17 - Gas Exchange	Lab 11 – Pulmonary Function (2hrs) Quiz 10 (Pulmonary)
14	Apr 14 – Apr 18	Ch. 17 - Gas Exchange Ch. 18 - Renal Function	Lab 12 – Renal Physiology Quiz 11 (Renal) <i>Complete PhysioEx 9 on your own prior to your lab</i>
15	Apr 21 – Apr 23	Ch. 18 - Renal Function Ch. 19 - Fluid/Electrolyte Balance <i>Thurs and Fri are reading days – no classes</i>	No Labs
Exam 4 (Ch. 16-19) – Thurs. May 1st 3-5pm			

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.

