

APPLIED HUMAN ANATOMY W/ LAB

APK 2100C ~ 4 CREDITS ~ FALL 2021

INSTRUCTOR: Linda Nguyen, Ph.D.
 Office: FLG 144
 Email: linda.nguyen@ufl.edu
Currently enrolled students: please use CANVAS email

OFFICE HOURS: Weekly office hours will be posted in CANVAS and students may request meetings by appoint via CANVAS email

LECTURE TIME/LOCATION: All lectures will be online in the form of pre-recorded videos.

 Lectures are **ONLINE** - videos will be posted on CANVAS. This class does **NOT** meet weekly. We will only **meet in-person during the designated class day and time of Thursdays 5:10-6pm EST on dates specified in the course schedule at the end of the syllabus for 4 lecture exams and a comprehensive final exam**

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 #.

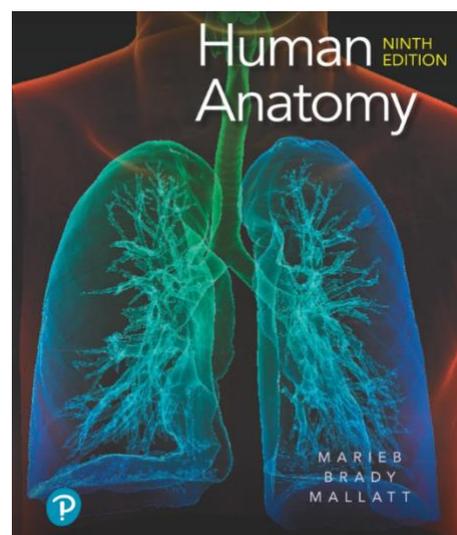
CLASS #	SECTION #	LAB DAY AND MEETING TIME	LOCATION
10546	2089	T Period 8-9 (3:00-4:55pm)	FLG 107B
10547	2090	T Period 4-5 (10:40am-12:35pm)	FLG 107A
10548	2091	T Period 6-7 (12:50-2:45pm)	FLG 107A
10550	2093	M Period 8-9 (3:00-4:55pm)	FLG 107B
10601	2087	M Period 3-4 (9:35-11:30am)	FLG 107A
10602	2088	M Period 6-7 (12:50-2:45pm)	FLG 107B

10632	3371	W Period 7-8 (1:55-3:50pm)	FLG 107A
10633	3377	T Period 10-11 (5:10-7:05pm)	FLG 107B
10637	8073	F Period 4-5 (10:40am-12:35pm)	FLG 107A
10638	8078	F Period 6-7 (12:50-2:45pm)	FLG 107A
19701	1C41	T Period 2-3 (8:30-10:25am)	FLG 107A

COURSE DESCRIPTION: Study of general anatomy of the human body from a systematic approach. Understanding anatomical terminology, gross structures, and locations of different body structures are primary concerns. Cells, tissues and organs of the integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary and reproductive systems are emphasized.

PREREQUISITE KNOWLEDGE AND SKILLS: There are no prerequisites for this course; however, any previous experiences in medical terminology, physiology, physics, chemistry, and/or biology will be helpful to students.

REQUIRED AND RECOMMENDED MATERIALS: Please note that APK2100 will be participating in the UF All Access program this semester. Students will have two options to gain access to the required MasteringA&P materials when classes begin. Students will have a choice to “Opt-In” to MasteringA&P access through a link provided in CANVAS for a reduced price and pay for these materials through their student account. Students who do not choose this option will be able to purchase an access code 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 copy of the textbook 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 My Lab and Mastering/MasteringA&P; there is not a way to purchase an access code without the e-textbook, these materials are bundled together.



Textbook: Human Anatomy by Marieb, Wilhelm, Mallatt, 9th edition. Pearson.

COURSE FORMAT: Students will watch pre-recorded lecture videos rather than attend a live lecture each week. **Links to the lecture videos will NOT be removed and will be left up for the duration of the semester. Therefore, it is the student’s responsibility to go through the material in timely matter prior to any lecture exam.** It is highly advised that students adhere to the course schedule at the end of the syllabus to make sure they stay on track. Links to the video lectures can be found on the individual Chapter pages within Canvas. Students will attend a 2-period live lab each week (see table above).

Students should read required textbook pages and print out or download PDF lecture slides before watching lectures or attending lab.

PURPOSE OF COURSE: The purpose of this course is to introduce students to anatomy (the study of the body’s structures) 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 also to incorporate some of the functions of the structures and tissues so that the information can be applied to novel, clinical scenarios. This applied method of teaching anatomy 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 GOALS: 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. *The course purpose explains how these objectives will be met.*

COURSE LEARNING OBJECTIVES: The following table describes the UF General Education student learning outcomes (SLOs) and the specific learning objectives for APK 2100c. By the end of this course, students should be able to:

Gen Ed SLOs	APK 2100c Course Goals	Assessment Methods
Content: Demonstrate competence in the terminology, concepts, methodologies and theories used within the discipline.	<ul style="list-style-type: none"> • Identify and describe gross and microscopic structures of the organ systems covered. • Describe the relationship between structure and function at all levels of organization (cellular, tissue, organ, system, organism). 	<ul style="list-style-type: none"> • Homework problems • All lecture exams • Lab exams 1 & 2
Communication: Communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.	<ul style="list-style-type: none"> • Communicate with peers and professionals using anatomical terminology. 	<ul style="list-style-type: none"> • Oral communication assessment using anatomical models
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 functions of unknown body structures if given the anatomical make-up or vice-versa (predict anatomical make-up of 	<ul style="list-style-type: none"> • Clinical scenario homework problems • All lecture exams • Lab Exam 1

	<p>body structures if given clues about function).</p> <ul style="list-style-type: none"> • Predict potential causes of disease/injury symptoms from a functional anatomy perspective. 	
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COURSE AND UNIVERSITY POLICIES:

UF STUDENT COMPUTING REQUIREMENTS: As a course with some 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: Attendance will be taken in lab, but it will not affect your grade. 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 (no points), it is absolutely IMPERATIVE for your success in this course. **Lecture videos are for use by students currently registered for the WEB**

section of APK2100c only. Any use of these videos is prohibited by anyone not in this APK2100c section. You must attend all exams for the course, which meet in-person.

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

- Read and refer to the syllabus
- Be prompt to Zoom office hours and lab times
- 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)
- Adherence to the UF Student Honor Code:
<https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-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
 - 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 APK2100c only. Any use of these video links is prohibited by anyone not in this specific section of APK2100c Fall 2021 course.**

EXAM MAKE-UP POLICY: Make-up exams will be given at the discretion of the instructor. To schedule a make-up exam, please fill out the **make-up exam request form** posted in CANVAS and submit it to your course instructor. Documentation will be required to be considered an excused missed exam. **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) 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.

For lecture exams: 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 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 taken within 24 hours** of the original exam time or with a **40% penalty if taken within 48 hours** of the original exam time. If a student is unable to take the exam within 48 hours of the original exam time, this will result in a ***zero grade for that exam***.

For lab exams: Students who do not arrive on time (i.e., 10 minutes early) for their exam will need to wait outside the lab for the next exam time. If there is no room in the next exam time, the student will need to continue waiting until an opening is available. If there are no more exams, then the student will take a written make-up exam.

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>.

UNIVERSITY POLICY ON 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 ***lecture exams*** at the DRC, however, all ***lab exams*** in the anatomy lab (i.e. Florida Gym), not at the DRC – thus there is no need to sign up for an exam time for those. Please watch CANVAS

announcements for dates/times of the accommodated lab exams. If you cannot make the posted exam time, then please contact your course instructor asap to make alternate arrangements. **I strongly recommend that you submit all lecture exam requests through the DRC in the first week of classes to ensure that they are approved in a timely manner.**

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/>. Thank you for serving as a partner in this important effort.

GETTING HELP:

HEALTH AND WELLNESS

- U Matter, We Care: If you or a friend is in distress, please contact 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. <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 (IDEA) 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. Linda Nguyen, APK IDEA Liaison, linda.nguyen@ufl.edu
- Dr. Rachael Seidler, APK Graduate Coordinator, rachaelseidler@ufl.edu
- Dr. Joslyn Ahlgren, APK Undergraduate Coordinator, jahlgren@ufl.edu

GRADING:

The following table outlines the point-accruing components of the course. The total points earned from each component will be summed and divided by 705.

Evaluation Components (number of each)	Points Per Component	Approximate % of Total Grade
Lecture Exams (4)	60 pts each = 240 pts	$240/705 = 34.0\%$
Homework (4)	50 pts each = 200 pts	$200/705 = 28.4\%$
Lab Exams (2)	100 pts each = 200 pts	$200/705 = 28.4\%$
Communication Assessment (1)	10 pts each = 10 pts	$10/705 = 1.4\%$
Comprehensive Final (1)	50 pts each = 50 pts	$50/705 = 7.1\%$
Syllabus Quiz (1)	5 pts each = 5 pts	$5/705 = 0.71\%$
Extra Credit from Lab	15 points possible	0%

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.**

Lecture Exams – All lecture exams will be taken in-person on the designated day (from the course schedule at the end of the syllabus) during class time. Each exam will consist of 40 questions, 1.5 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. All lecture exams will be in Canvas under Quizzes and HonorLock will be used for exam proctoring. An HonorLock Practice Quiz will be posted and students should take this quiz and go through the pre-assessment checks to ensure all computing requirements are met. All lecture exams will be held during the scheduled class period (**Period 10; 5:10 – 6:00pm EST**) on the dates specified in the course schedule at the end of the syllabus and students will have 50 minutes (i.e. a class period) 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 students will have the opportunity to sign up for individual exam reviews via Zoom with the course instructor. Specific instructions will be posted in Canvas on how to sign up. All students are highly encouraged 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. You will not be allowed to review all your previous lecture exams simultaneously at the end of the semester. Students will be allowed to review their exams up until the next lecture exam (i.e. can only review Lecture Exam 1 before students take Lecture 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 (all deadlines are in EST). 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. 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 Thursday at 5:10pm EST and a student submits their Homework assignment on Thursday at 5:30pm EST there will be a 25% penalty.

Lab Exams – Lab exams are 80 questions, 1.25pts per question. These exams are practical “bell-ringer” exams in which the student moves from station to station identifying gross anatomical structures on plastic models. These exams consist of 40 stations, 2 questions per station, and students have 40 minutes to complete the exam (i.e. one minute per station). Students will be asked to sign up for a lab exam time.

Sign-up sheets will be available in the Anatomy Help Center. *Students who do not arrive on time (i.e., 10 minutes early) for their exam will need to wait outside the lab for the next exam time. If there is not room in the next exam time, the student will need to continue waiting until an opening is available. If there are no more exams, then the student will take a written make up exam.*

Communication Assessment – Students will be assessed on their ability to effectively communicate using anatomical terminology. The communication assessment will be completed in-person with their graduate lab TA either during their designated lab time or scheduled independently with their lab TA. Students will select any lab model and orally describe the model and answer basic questions about it. A grading rubric for this assessment will be posted in CANVAS for you to use to prepare. Please work with your graduate TA (GTA) to schedule and complete this assessment. **Please note, that GTAs often impose their own deadlines for the completion of communication assessment. Students who fail to complete their communication assessment by the GTA’s imposed deadline will be given a zero.**

Comprehensive Final – The final exam will consist of 80 multiple-choice and true-false questions, each worth 0.625 pts. You will be allowed two hours to complete this exam. The comprehensive final exam is an in-person exam and will be taken during Finals

Week. A study guide will be posted in CANVAS to assist you in studying for this exam. Students are encouraged to wait until after the last midterm to focus on this study guide.

Extra Credit - Students can earn up to 15 points of extra credit in this course. Each lab GTA will assign extra credit differently, so it is the students' responsibility to learn their GTA's policies for earning extra credit. Each GTA may have a different schedule of when they provide extra credit. **If a student misses a due date as part of an extra credit opportunity, they will not be permitted to make up extra credit at a later date.** GTAs provide ample extra credit over the course of the semester so that if students miss a lab or two, they would still have the ability to earn full extra credit points. Up to 5 of the 15 points of extra credit can be earned for participating as a subject in an approved research study. Approved studies will be announced in CANVAS throughout the semester. Participation in a research study is NOT necessary to earn the maximum amount of extra credit. If you do participate in a research study, the study coordinator will give your name and extra credit points to Dr. Nguyen at the end of the semester. **All extra credit points will be uploaded to the gradebook prior the final exam. Any discrepancies must be brought to the attention of your TA before 12pm (noon) on the last day of class.**

GRADING SCALE: Any discrepancies with points displayed in the gradebook should be pointed out to the instructor before the last exam. **There is no curve for this course and final grades will not be rounded up.** More detailed information regarding current UF grading policies can be found here: <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. 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	634.5-705	90.00-100%	4.0
B+	613.35-634.49	87.00-89.99%	3.33
B	564.0-613.34	80.00-86.99%	3.0
C+	542.85-563.99	77.00-79.99%	2.33
C	493.5-542.84	70.00-76.99%	2.0
D+	472.35-493.49	67.00-69.99%	1.33
D	423.0-472.34	60.00-66.99%	1.0
E	≤ 422.99	0-59.99%	0

WEEKLY COURSE 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 [highlighted sections that have been specifically selected for each chapter within the e-text in Mastering](#). You will often see a blue instructor icon associated with these highlighted sections to denote these highlights have been done by the course instructor. The sections are highlighted in blue (unfortunately, I cannot change the color the instructor highlight)

All assessment (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	Aug 23 – Aug 27	<i>Mon Aug 23-Fri. Aug. 27 – drop/add week</i> Watch instructor welcome video, read syllabus and take syllabus quiz Ch.1 – Intro to the Body Ch. 2 – Cells	No Lab (use this time to locate the lab and print/download your lab slides)
2	Aug 30 – Sep 3	Ch. 2 – Cells Ch. 4 – Tissues	Lab 1 - Axial Skelton (Corresponds with Ch. 7)
3	Sep 6 – Sep 10	<i>Mon. Sep. 6th – Labor Day holiday – no class or labs →</i> Ch. 5 – Integumentary	<i>Mon labs attend a different section</i> Lab 2 - Appendicular Skeleton (Corresponds with Ch. 8)
4	Sep 13 – Sep 17	Exam 1 (Ch. 1, 2, 4, 5) – Thurs. Sept. 16th at 5:10pm TUR L007 HW 1 due Thurs. Sept. 16th at 5:10pm EST (Mastering A&P) Ch. 6 – Skeletal	Bones Continued
5	Sep 20 – Sep 24	Ch. 9 – Articulations	Lab 3 - Muscles: Upper Body
6	Sep 27 – Oct 1	Ch. 10 – Muscular Ch. 11 – Muscles	Lab 4 - Muscles: Lower Body
7	Oct 4 – Oct 8	Exam 2 (Ch. 6, 9, 10, 11) –Thurs. Oct. 7th at 5:10pm TUR L007 HW 2 due Thurs. Oct. 7th at 5:10pm EST (Mastering A&P) <i>Fri. Oct. 8th - UF Homecoming – no labs → → → →</i> Ch. 12 – Intro to Nervous Sys	Review and Practice Practical <i>Fri labs attend at different section</i>

8	Oct 11 – Oct 15	Lab exams held Mon and Tues this week → → → → Ch. 13 – CNS	Lab Exam 1 Mon Oct 11 and Tues Oct 12
9	Oct 18 – Oct 22	Ch. 14 – PNS Ch. 15 – ANS	Lab 5 - Articulations, Skin, Eyes/Ears
10	Oct 25 – Oct 29	Exam 3 (Ch. 12, 13, 14, 15) –Thurs. Oct. 28th at 5:10pm TUR L007 HW 3 due Thurs. Oct. 28th at 5:10pm EST (Mastering A&P) Ch. 19 – Heart	Lab 6 - Nervous System
11	Nov 1 – Nov 5	Ch. 20 – Vessels Ch. 22 – Respiratory	Lab 7 – Circulatory System
12	Nov 8 – Nov 12	Ch. 23 - Digestive <i>Thurs. Nov. 11th – Veteran’s Day Holiday – no labs →</i>	Labs 8 & 9 – Respiratory & Digestive Systems <i>Thurs labs attend a different section</i>
13	Nov 15 – Nov 19	Ch. 24 - Urinary	Labs 9 & 10 – Digestive & Urinary/Reproductive
14	Nov 22 – Nov 26	Ch. 25 – Reproductive System <i>Wed Nov. 24th-Fri. Nov. 26th – Thanksgiving Holiday</i>	No more lab meetings
15	Nov 29 – Dec 3	Exam 4 (Ch. 19-20, 22-25) –Thurs. Dec. 2 at 5:10pm TUR L007 HW 4 due Thurs. Dec. 2 at 5:10pm EST (Mastering A&P)	Review and Practice Practical
16	Dec 6- Dec 8	Lab exams held Mon and Tues this week → → → → Start reviewing for final exam <i>Thurs and Fri are reading days – no classes</i>	Lab Exam 2 Mon Dec 6 and Tues Dec 7
Comprehensive Final Exam – TBD			

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!
- Snow-ball the lecture notes. Begin studying lecture material immediately after the first lecture. Then, after the second lecture, 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 the brainstem in your notes, Google “brainstem images” and see if you can identify the structures from the lecture.
- Google diseases or drug mechanisms of action. For example, if we are studying bone tissue, Google “bone disease”. Click on any link and just read a paragraph to see if you can understand based on what you now know about bone tissue anatomy. 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 relate to one another. What are similarities and differences between structures?

Success tips for Dr. Nguyen’s class:

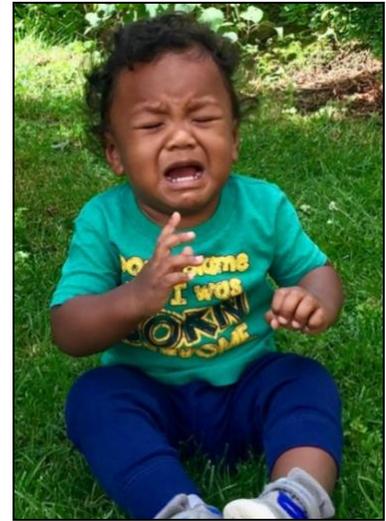
- Do not fall behind. This **high-volume** course moves at a **VERY FAST** pace especially when you may have other classes...and you can easily get overwhelmed if you procrastinate. Avoid studying at the last minute. Complete the homework as you go...do not leave it for the day before the exam.
- Stay 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 Instagram/Facebook 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!
- Make an appointment for a Zoom meeting with me 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.

Preferred name:

It is important to the learning environment that you feel welcome and safe in this class, and that you are comfortable participating in class discussions and communicating with me on any issues related to the class. I would like to acknowledge your preferred name, and pronouns that reflect your identity. Please let me know how you would like to be addressed in class, if your name and pronouns are not reflected by your name on the class roster.



You may also change your "Display Name" in Canvas. Canvas uses the "Display Name" as set in myUFL. The Display Name is what you want people to see in the UF Directory, such as "Ally" instead of "Allison." To update your display name, go to one.ufl.edu, click on the dropdown at the top right, and select "Directory Profile." Click "Edit" on the right of the name panel, uncheck "Use my legal name" under "Display Name," update how you wish your name to be displayed, and click "Submit" at the bottom. This change may take up to 24 hours to appear in Canvas. This does not change your legal name for official UF records.

Please do keep your preferred name (first and last, if possible) visible for live sessions.