UF Department of Applied Physiology and Kinesiology
College of Health and Human Performance
UNIVERSITY of FLORIDA

Applied Human Physiology with Lab

APK 2105c | 4 Credits | Fall 2025

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Course Info

INSTRUCTORS

Diba Mani, Ph.D.
Method of Contact: **If you are currently enrolled in the course, please use Canvas Messaging**
Email (for communications not possible within Canvas messaging): dmani@ufl.edu
Pronouns: she/her

Lab instructors (graduate teaching assistants (TAs)) may need to be contacted to request schedule changes or organize other accommodations. Lab sections are available with the names of the instructor (graduate TAs) on Canvas. Graduate TAs are available in-person during their scheduled lab section, and by appointment. Their names and e-mail addresses:

Joongsuk Kim (Graduate Lab Coordinator) joongsuk.kim@ufl.edu
Amanda Pereira chagaspereiraa@ufl.edu
Blake Harper bharper1@ufl.edu
Catalina Uribe c.uribe@ufl.edu
Eric Wang wangtianyi@ufl.edu
Reem Malik malik.rj@ufl.edu

OFFICE HOURS

Offered weekly via Zoom by Dr. Mani and the undergraduate TA (UGTA) team. Details posted in Canvas.

MEETING TIME/LOCATION

All lectures and homework assignments are accessible online via Canvas. Although lectures are pre-recorded so that you may watch them at your convenience, please refer to the "Course Schedule" for the suggested weekly timeline when it comes to accessing lecture content and reading assigned textbook sections.

This class **meets in-person for lecture exams** but virtually for lectures, which are viewed asynchronously. Lecture exams 1, 2, and 3 will be accessible on one day, for one class period only, as determined by the UF Registrar; students are only able to take exams during this time slot (see Exam Time/Location below). Exam 4 takes place over a 2-hr slot during Final Exam Week. Please plan your schedule before Drop/Add

period, as alternate examination times, days, or formats are not available for this section. To reiterate: ensure you can make these days/times within the first week of the semester and adjust accordingly NOW.

EXAM TIME/LOCATION

Exams are accessible/conducted in-person on three designated Thursdays during Period 8 for Fall 2025. Specific exam dates can be found on the course schedule at the end of the syllabus and directly below. **These are the only dates and times you absolutely must attend in-person for the lecture component of this course. ADD THESE TO YOUR CALENDAR NOW. DO NOT MISS THESE FOUR DATES.**

- Exam 1 (Ch. 1, 2, and 3): **Thursday, September 11 during Period 8 (3:00-3:50 PM ET) in PUGH 170**
- Exam 2 (Ch. 4, 5, 6, 7, and 8): **Thursday, October 9 during Period 8 (3:00-3:50 PM ET) in PUGH 170**
- Exam 3 (Ch. 12, 13, 14, 15): **Thursday, November 6 during Period 8 (3-3:50 PM ET) in PUGH 170**
- Exam 4 (Ch. 16, 17, 18 and 19): **Tuesday, December 9; 3-5 PM ET in PUGH 170**

LAB TIME/LOCATION

Labs are held once per week and taught in-person by graduate teaching assistants (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 #	SECTION #	LAB DAY AND MEETING TIME	LAB LOCATION
10386	2108	M | Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107E
10387	2109	W | Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107E
10388	3348	W | Period 4-5 (10:40 AM – 12:35 PM)	FLG 107E
10389	5095	F | Period 4-5 (10:40 AM – 12:35 PM)	FLG 107D
10394	8900	F | Period 2 – 3 (8:30 AM – 10:25 AM)	FLG 107D
16292	1C48	F | Period 3-4 (9:35 AM – 11:30 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.

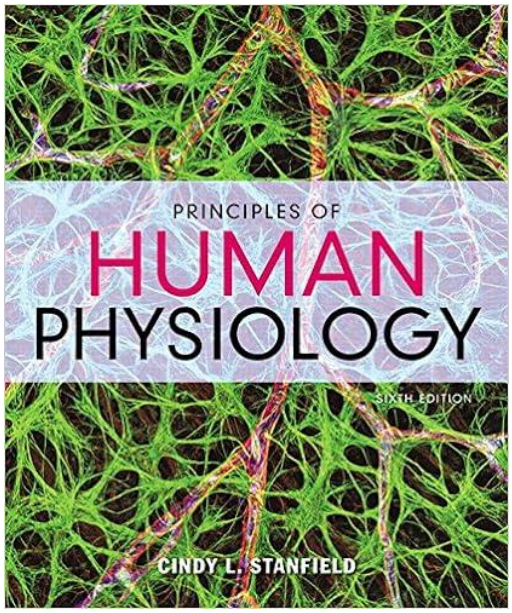
Students enrolling in this course must have at least the following minimum technical skills to succeed:

- General computer literacy is expected in this course. Ensure that your internet browser and extension are up to date before taking any exams.

- Using the learning management system, Canvas
- Using e-mail and Canvas messaging with attachments
- Microsoft Office: Word, PowerPoint
- Engaging on Padlet
- Accessing Google Drive; specifically, Google Sheets
- Using Zoom video conferencing
- Downloading and installing software such as Google Chrome with extension for proctoring tools (e.g., Honorlock), if applicable, and Access Pearson/Mastering A&P (where homework and online lab modules will be completed)

REQUIRED AND RECOMMENDED MATERIALS

For this course, students will need access to two resources: (1) the textbook, and (2) Mastering A&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

Lectures: Students will watch pre-recorded lecture videos, all accessible from the first day of the semester. It is recommended that you read the textbook in advance of this and then take good notes during the lectures. You may pause and repeat the recordings as often as you'd like. Use the "chaptering" feature in Mediasite (where the lecture videos are stored) to hold your place when you pause.

Labs: PhysioEx lab modules will be completed through Mastering A&P/Access Pearson (via Canvas). Students will participate in virtual simulations of physiological experiments, which facilitate data collection and analysis, and then answer a series of questions. These must be completed before your scheduled in-person lab section, although the deadlines are set for the end of the week to proactively accommodate schedule accommodations. Although everyone will see the deadlines listed as 11:59 PM ET on Fridays, the true deadline is individualized

based on the lab section you are enrolled to attend. Weekly labs are mandatory and in-person, taught by graduate TAs. Although your grades for the lab sync into the same gradebook and Canvas as lectures, your lab TA is the instructor-of-record for the labs, and should be the first contact related to labs.

Exams: You will take a total of four closed-book exams, conducted in-person with the entire class. These exams are proctored by undergraduate and graduate teaching assistants, and academic misconduct will not be tolerated. Exams are not cumulative. You are only required to attend the slotted Thursday Period 8 time period in-person on exam dates and virtually on the two COIL sessions. You may also want to block off this time for the review sessions led by the UGTA team the weeks prior to exams. It is recommended that you block out the scheduled time on these dates immediately (as announced from the first day of the semester). If you are unable to make these times, you are encouraged to enroll in an alternate section of APK 2105c, as the policy for completing exams at the schedule times will be firmly applied.

Virtual Exchange/Collaborative Online International Learning (COIL): You will be connecting with students from *Universidad Tecnológico de Monterrey (TEC),* based in Monterrey, Mexico for a dimension of internationalization in this course. This graded interaction involves no synchronous meetings, although the opportunity to connect with faculty and students synchronously will be made available with an introductory and closing session conducted via Zoom. You will be expected to interact with students from our own class and TEC through an external platform called Padlet, Google Sheets, and possibly Zoom.

PURPOSE OF COURSE

The purpose of this course is to introduce students to physiology (the study of how the body's structures and 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.	• 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	• Lecture exams • Online homework • Online lab modules • Collaborative Online International

	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	Learning (COIL) assignments
Communication: Communicate knowledge, ideas, and reasoning clearly and effectively in written or oral forms appropriate to the discipline.	• 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	• Lab quizzes • Collaborative Online International Learning (COIL) assignments
Critical Thinking: Analyze information carefully and logically from multiple perspectives, using discipline specific methods, and develop reasoned solutions to problems.	• 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	• Lecture exams • Online lab modules • Lab quizzes

CONTENT ATTESTATION

Instructional materials for this course consist of only those materials specifically reviewed, selected, and assigned by the instructor(s). The instructor(s) is only responsible for these instructional materials.

Course & University Policies

University policies are summarized on the UF Academic Policies & Resources website. This link will direct students to a separate webpage that will provide all required academic policies, such as attendance, grading, personal conduct, DRC and evaluation verbiage, as well as campus academic, health, and wellness resources.

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 Access to fast, secure Wi-Fi will be necessary for this course. If a student is 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 on Connectivity website.

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. 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: Rather than attending lectures in-person, students will be viewing pre-recorded lecture videos in the course Canvas page. Lecture videos can be found on the corresponding chapter page in Canvas. It is in the best interest of the student to watch the lecture videos in a timely manner prior to any lecture exam. Procrastination can significantly, negatively impact one's performance in the class. Students will be assessed on information from the lecture videos and associated textbook chapters. Lecture video links are for use by students currently registered for the WEB section of APK2105c only. Any use of these video links is prohibited by anyone not in this APK 2105c section. Although there is a tentative scheduling of lecture content, it is encouraged that you work thorough enough content prior to your assigned lab section so that you can take advantage of the in-person lab session more effectively; thus, it is up to you to coordinate your lecture times appropriately alongside your scheduled lab session.

Lab: Attendance will be taken in lab, but there are no points given for participation. You are expected to stay for the entire duration of lab; failure to do so may result in a "0" on your lab quiz, left to the discretion of the lab TA/graduate instructor. Attend the lab section for which you are enrolled, not the one most convenient for you on any given day. If you must miss your lab for any reason, please make arrangements with your TA to attend another lab section that week, and do so proactively. There are no lab make-ups available after the last day of labs. It is recommended that you complete the Make-Up/Accommodation Request Form and provide it with relevant documentation to your TA as soon as possible. Lab is imperative for your success in this course, as there will be lab quizzes during your designated lab period on most weeks, and there may be questions on exams relevant to lab content.

Exams: You are informed of the examination dates and times upon enrollment, and reminded of the required in-person completion during the set dates by the start of the semester. Thus, you are expected to arrive to the examination room by the scheduled time to complete the examination within the class period. If you are unable to make these four examinations dates, it is advised that you take this course at an alternate time, or find an alternate section that will be able to offer accommodations for lecture assessments. Consideration of an accommodation request will be strict in order to maintain fairness and consistency across all students and university resources.

PERSONAL CONDUCT POLICY

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

- Read and refer to the syllabus
- Keep up with viewing lecture recordings and reading assigned textbook chapters
- Adhere to the instructions of your lab TA, arriving on time and respecting their leadership for the lab
- Show respect for the authority of the course instructor and graduate TAs through politeness and use of proper titles (e.g., "Dr. Mani")
- Use Canvas messaging for communications that do not require including anyone outside our Canvas
- Use of professional, courteous standards for all messages, 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.
    - 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
- Failure to follow assignment or assessment policies, including but not limited to removing all tech tools from the testing space (e.g., AirPods, smart watches, calculators, notes).
- 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.*
- All lecture video links are for the specific use by students that are currently registered for the online/hybrid section of APK2105c only.

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 ARTIFICIAL INTELLIGENCE (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.

RECORDING

A "class lecture" (recorded videos posted on Canvas; instruction by TAs during labs) 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.

MAKE-UP POLICY

Given the size, format, and topic of this course, there is a firm policy relating to accommodations/make-ups. Please do not reach out for a special exception, which is not respectful to your classmates or the course policies. This is also vital for maintain a fair classroom for everyone involved. Do not reach out for an accommodation/make-up if your case comprises an “inappropriate excuse”, which includes:

- Procrastinated preparation
- Extracurricular activities
- Out of town/vacation
- Sleeping in
- Sports
- Technological issue due to procrastinated assignment upload (e.g., poor internet connection)
- Traveling
- Traffic
- Volunteering
- Non-documented health concerns
- Work

Make-Up/Accommodation Request Form: If your situation is one that merits an accommodation/make-up (a.k.a. does not fall under one of the bulleted items above), please fill out the Make-Up/Accommodation Request Form posted in Canvas (available from the start of the semester in Canvas > Orientation and Canvas > Modules) and submit it to your instructor via Canvas messaging as soon as possible. To reiterate, requests should be made in advance, no later than 1-2 business days prior to the original deadline; retroactive accommodations are not possible (e.g., there is no UF-approved “retroactive holiday” or “retroactive religious observance” clause). For lecture-related components or activities in Mastering A&P/Access Pearson, send your completed Form and documentation to Dr. Mani. For anything related to lab, contact your lab instructor/graduate TA (if you are requesting consideration to attend an alternate lab section, you may want to include that lab TA in the communication, so they can share if there is no space available in their lab that week). Please do not request a make-up/accommodation without sharing your completed form via Canvas messaging (see “Required Documentation” related to including documentation more flexibly). Make-ups (related to any component of the course) will be given at the discretion of the instructor.

Required Documentation for Eligible Accommodations/Make-Up Requests: The inclusion of verifiable documentation is mandatory. 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. 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). This policy is in place to maintain consistency with other sections of anatomy & physiology in the Department of Applied Physiology and Kinesiology.

Any type of documentation must be dated (strong suggestion: it should be inclusive of all dates impacted beyond just the day of the assignment, exam, or lab quiz deadline) and contain the student’s name. 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. Non-specific or generic medical or non-verifiable documentation cannot be accepted.

A student experiencing an illness should visit the UF Student Health Care Center or their preferred healthcare provider to seek medical advice (and ensure that they are ok/going to be ok!) and obtain documentation (e.g., a photograph of a thermometer, screenshots of phone calls to a provider, or a note lacking dates of impact are NOT adequate documentation). If you have an illness, family emergency or death, please reach out to your course instructor – there are some sensitive situations that can be treated with extra sensitivity and flexibility.

If you feel comfortable doing so, you should submit all documentation to the course instructor (or graduate TA/lab instructor for in-person lab-related items) for review. Alternatively, students can submit their documentation through the Dean of Students Office (DSO) and following the DSO Care Team procedures for documentation and submission of a request for make-up assignment. This will likely take a longer time. The DSO will contact the instructor, who can then review the suggested accommodation provided by the DSO.

No Late Submissions or Exam Make-Ups: Late submissions or missed exams are **not** acceptable; these situations result in an automatic "0" grade in the gradebook. There is no partial credit for the PhysioEx virtual labs or in-person lab quizzes implemented by the graduate TAs/lab instructors. Any unexcused, undocumented request made after a deadline or exam session passes may be respectfully ignored and/or rejected.

24-Hour Homework Partial Credit: An adjustment has been put in place to accommodate for Homework 1, 2, 3, or 4 submissions made within 24 hours of the original deadline, although an automatic 50% deduction will be applied. Any submissions later than this will not be credited.

Re-Takes: "Do-overs/re-dos" are not permitted under any circumstance for any component of the course.

Late Arrival for In-Person Exams: If you arrive late for an exam, you may not take the exam if any single classmate has already turned in theirs. If you arrive late but no one has already turned in their exam, immediately approach the front of the classroom to get an examination and scantron. You will not have any additional time, and are expected to submit your examination and scantron, along with showing photo ID, to the proctor by the end of the class period.

Multiple Course Exams in One Day: Some students will encounter having multiple exams in one day, especially during Final Exam Week. 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, as long as communicated proactively, and pending UF policies on examinations. As advised by UF policies, if you have three exams in one day during Final Exam Week, you are eligible for an accommodation.

Requirements for class attendance and make-up exams, assignments, and other work are consistent with the university policies that can be found on the UF Catalogs website.

ACCOMMODATING STUDENTS WITH DISABILITIES

Students requesting accommodation for disabilities must first register with the DSO. 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. These are sent via UFL e-mail, and this is the only time the instructor will specifically reply within UFL e-mail communications (rather than Canvas). 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. DRC accommodations are for Exams 1-4; quiz accommodations must be arranged

with the respective graduate TA. Exam times for DRC students are to begin at the same time on the same day as the time set by the UF Registrar for the rest of the class.

To reiterate, if a student submits a DRC accommodation letter to the course instructor after having taken an exam or completed an assignment, 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. Please plan proactively so that there are at least two business days for the faculty to implement the accommodation prior to a given impacted assignment or assessment.

PREFERRED NAME AND PRONUNCIATION

It is important to the learning environment that you feel welcome and safe in this class, and that you are comfortable participating in course discussions, whether asynchronously in Canvas or in-person in labs, 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 if your name and pronouns are not reflected by your name on the class roster. Please kindly correct me if I forget or make a mistake.

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 keep your preferred name (first and last, if possible) visible when engaging in course activities online (e.g., virtual office hours).

PRIVACY (FERPA)

Aspects of course content may be audio and visually recorded for students in the class to refer to. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. By enrolling in this course, you may be required to have audio and video enabled for certain activities (e.g., office hours). As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

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 on the Gator Students will be notified when the evaluation period opens and can complete evaluations through the e-mail they receive from GatorEvals, in their Canvas course menu under GatorEvals polling website.

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@hhp.ufl.edu
- Dr. Steve Coombes (he/him), APK Graduate Coordinator, scoombes@ufl.edu
- Dr. Anna Gardner (she/her), APK Undergraduate Coordinator, akgardner@ufl.edu

Grading

The following table outlines the point-accruing components of the course. Faulty uploads for assignments may result in a "0" grade if not adjusted by the assignment deadline. There are no exceptions to uploading a blank file, the wrong file, no file, or to the wrong location (although, given the nature of the assignments in this course, this mistake is not expected).

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 555.

Evaluation Components (number of each)	Points Per Component	**Approximate** % of Total Grade
Syllabus Quiz	5 pts X 1 quiz = 5 pts	5/555 = 1%
Exams (4)	50 pts X 4 exams = 200 pts	200/555 = 36%
Homework (4)	40 pts X 4 assignments = 160 pts	160/555 = 29%
PhysioEx/Virtual Lab Assignments (6)	10 pts X 6 assignments = 60 pts	60/555 = 11%
Lab Quizzes (11)	10pts X 11 quizzes = 110pts	110/555 = 19%
Collaborative Online International Learning (COIL) with *Universidad Tecnológico de Monterrey*	5 pts x 4 components (Opening Zoom 2.5, Introductory/Icebreaker (5), Team Design Thinking (5), Reflection (5), and Closing Zoom 2.5) = 20 pts	20/555 = 4%

Syllabus Quiz - Students must earn 100% on the syllabus quiz in Canvas before access to the rest of the course modules is permitted**. Students that fail to complete the syllabus quiz by the deadline set prior to Exam 1 will receive a zero grade for the graded item and will still be required to complete the quiz to gain access to remaining course material.**

Exams – Each exam will consist of 40 questions, 1.25 points per question. Questions may be multiple choice, multiple answer, true/false, and matching. There may be images embedded into questions, as well. Exam questions are generated by the course instructor and most focus should be given to the lecture notes and the textbook when studying. Special content from the textbook, including *Clinical Connections* and *Toolboxes*, should also be reviewed for the exams. These exams are intended to test your depth of knowledge for the given chapters— details are important. Exam questions are generated by the course instructor and most of the focus should be given to the lecture notes when studying.

Students are required to bring No. 2 pencils and eraser to the exam, as well as a photo ID (mobile GatorOne is ok, assuming the mobile device screen is clear). Your exam will not be accepted if you are unable to provide a photo ID when submitted your examination to the proctoring team at the end of the assessment period. Students are not permitted access to any kind of materials, electronic devices, or notes during these exams. Failure to follow the assessment instructions outlined for exams in this course may merit reporting to appropriate University entities for student academic misconduct. Please reach out to Dr. Mani in advance of exams with any questions or concerns about proctoring accommodations, after reviewing the policy on what merits accommodation versus what does not.

Exams are reviewed prior to publication to confirm there are no mistakes and to maintain that the exam is fair, which includes the appropriate level of **challenge. Exams and exam answer keys will not be posted in the hybrid/online section of APK 2105c.** Reviewing assessments in the hybrid/online section of APK 2105c is **not** possible. Exam grades will be posted to the Canvas gradebook after exams are scanned by UF Scanning Services, which may take a few days. The course instructor goes through every single exam question and reviews class

performance on each one, adjusting the "accepted" answers, if and as necessary. Please do not reach out to suggest changes – any possible change will be primarily based on exam question statistics provided by UF Scanning Services to the instructor. Any change will be announced via Canvas. Any question for which the correct answer was not selected by the majority will be shared in a post-exam review announcement. Any discussion on your exam specifics/performance may be scheduled with the course instructor during virtual office hours after exam grades are posted. Reviewing lecture exams is **not** possible in this course. To reiterate, exams and exam answer keys (or "missed questions") will **not** be posted.

Homework – Each of the four homework assignments is due according to the dates specified in the course schedule. Homework assignments will be open from the first day of the semester. As such, **general requests for homework assignment due date extensions will be denied**. However, an adjustment has been put in place in the Access Pearson/Mastering A&P platform to accommodate for Homework 1, 2, 3, or 4 submissions made within 24 hours of the original deadline, although an automatic 50% deduction will be applied. Any submissions later than this will not be credited. The homework assignments are set to close the night prior to an exam day (except Homework 4, which is due on the last day of class), and retroactive extensions are not possible, as answers are often released once the deadlines pass. It will be your responsibility to know the due dates and to complete the homework assignment in a timely manner (all deadlines are in ET). It is highly recommended that students complete their homework assignment early rather than waiting last minute (e.g., the night it is due). Technological issues presented within 24 hours of the deadline will not be accepted; retroactive make-up/accommodation requests will not be accepted. Please review the Make-Up Policy section above for inappropriate excuses that may not be considered for adjustments, even if communicated proactively.

Homework assignments can be accessed through Access Pearson on Canvas. Homework assignments generally comprise multiple choice, true/false, fill in the blank, and matching questions. These questions are specific to the textbook, so that should be your primary resource for answering those questions. 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 physiology questions.

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, but you may **not** be able to re-open a question after you click it the first time. We are unable to reset your assignment access if you mistakenly open a question.
- Homework questions are batched by exams, so chapters are combined into one single assignment, akin to the examinations. It may be in your interest to complete the homework assignments have reviewing the relevant chapters.
- There is no time limit for the homework assignments; just a firm deadline.
- For the fill in the blank questions, spelling and proper tense/plurality of the word counts. For example, if a question asked for the name of the **cells** which carry oxygen, the correct response would be **erythrocytes** (plural).
- There may be questions were partial grading on the homework assignments is not possible; this can vary, question to question.
- **Late submissions of homework will not be accepted.**
    - If you complete some of the questions, but fail to complete all questions prior to the deadline, those completed will be automatically submitted at the due date/time and added to the gradebook. You may complete remaining questions up to 24 hours after the deadline, but for up to 50% credit. This is automatically updated by Pearson and synced to our Canvas gradebook.
        - Again, technological errors/mis-submissions due to attempted submissions within 24 hours of the due date will not be accepted. Please make sure your work has saved before closing out from the online platform.

- **There may be a delay in the gradebook update between Mastering A&P and Canvas** and grades will typically not be synced from Mastering A&P to Canvas until after the due date. Please allow for up to 24 hours to pass after the deadline before contacting the course instructor with grade issues for homework.

PhysioEx Labs – Each lab module is a PhysioEx lab that can be accessed through Access Pearson through Canvas. PhysioEx labs are due prior to your lab section. The deadline for each lab section has been set in accordance with the start of their lab time (i.e. if your lab time is Mondays at 10:40 AM ET, then you need 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 (360 minutes) to complete each lab module and accompanying questions once opened; however, these should not take longer than 2 hours each. If you miss the submission deadline or "time out", you will not be allowed to complete the lab for any credit. Once you open the lab, the timer will not stop, so please 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. The PhysioEx labs will be set to close at the end of the day Friday, but, again, should be completed before your scheduled lab section (late submissions are not accepted). Please note that there is a timer associated with the PhysioEx/virtual labs, and that you should expect to complete these in one-sitting (within 6 hours of opening or the deadline, whichever comes first). We are unable to reset access if you accidentally open a lab, so please avoid doing so. The PhysioEx are assignments which are open-book; disregard any notation that may imply they are quizzes; given the expectation that they are to take less than 2 hours, time extension requests for these assignments have been proactively made not necessary.

Lab Quizzes – Each lab quiz is worth 10 points, consists of 10 questions, and may be a combination of multiple choice, true/false, fill in the blank, matching, or multiple answer questions. Graduate TAs/lab instructors will distribute paper copies of the quiz. You are expected to bring your own writing utensil, and refrain from discussion of lab quiz content with others – failure to do so may result in a report to the SCCR for academic misconduct. These quizzes will be closed-book individual quizzes; there will be no collaboration between students. Any lab quiz make-ups must be completed in-person BEFORE the last day of class; a "0" grade will be confirmed for any missing labs by the last day of class. Lab content/activities cannot be made up after the assigned lab week (by attending an alternate lab section, if approved by the impacted TAs). Since the lab quizzes are created and implemented by the graduate TA/lab instructor, any inquiries related to the lab quizzes should be directed to your lab TA.

Collaborative Online International Learning (COIL) with *Universidad Tecnológico de Monterrey* – This semester, we are fortunate to connect with students from an exceptional university based in Monterrey, Mexico over a few weeks mid-term. This graded interaction involves two synchronous meetings scheduled during our Thursday Period 8 timeslot, which you are expected to have available for exams, these sessions, and exam reviews organized by the UGTAs (please see the Tentative Schedule below for more information). In a series of submissions on Padlet and other online tools (e.g., Google Drive resources), students will be randomly partnered with other students in small groups to introduce themselves to each other, collaborate on health/physiology-related topics in a "design thinking" methodology incorporating peer-reviewed publications relevant to human health and physiology, and then reflect on their interactions. The intention is that students develop global communication and collaboration skills while working on topics related to our course. **Students that fail to complete the COIL posts by the deadlines posted in Canvas will receive a zero grade for this graded item.**

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 webpage for information regarding current UF grading policies.

Extra credit is not offered in this course. Any requests for additional extra credit or special exceptions to these grading policies will be respectfully ignored. 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	Percent of Total Points Associated with Each Letter Grade	GPA Impact of Each Letter Grade
A	90.00-100%	4.0
B+	87.00-89.99%	3.33
B	80.00-86.99%	3.0
C+	77.00-79.99%	2.33
C	70.00-76.99%	2.0
D+	67.00-69.99%	1.33
D	60.00-66.99%	1.0
E	0-59.99%	0

Grades are NOT rounded, no matter how "close" the decimal.

Course Schedule

CRITICAL DATES & UF OBSERVED HOLIDAYS

- September 1: Labor Day (Monday)
- October 17: Homecoming (Friday)
- November 11: Veteran's Day (Tuesday)
- November 24-28: Fall/Thanksgiving Break (Monday-Friday)

WEEKLY SCHEDULE

The following table represents current plans for the term. Any changes to this plan will be posted in Canvas as an announcement. Please make sure your Canvas notifications are enabled for this course.

Required readings for each chapter: Refer to the individual module/chapter pages within Canvas > Modules for the specifics on which sections you are required to read in the textbook. These highlighted sections have been selected to ensure the textbook readings match up to the content learned from lectures.

Week	Dates	Book Chapter - Lecture Topic & Deadlines	Lab & Deadlines
1	August 21-22, 2025	*Classes begin Thursday* Ch. 1 - Intro to Physiology	**No Labs**
2	August 25-29	Ch. 2 - Cell Structure & Function	**Lab 1** – Introduction to Lab, Graphs, and Reports (2 hrs)
3	September 1-5	*Mon, Sept 1 Labor Day – Monday lab sections attend pre-approved alternate section or view virtual lab material provided by your lab instructor/graduate TA* Ch. 3 – Cell Metabolism UGTA-Led Optional Exam 1 Review Session (Hybrid) – Thursday, September 4 during Period 8 (3-3:50 PM ET) in PUGH 170	**Lab 2** – Enzyme Kinetics (2 hrs) Quiz 1 (Lab/Graphs/Reports)
4	September 8-12	Ch. 4 – Cell Membrane Transport **Homework 1 (Mastering A&P) due Wednesday, September 10**	**Lab 3** – Metabolism (2 hrs) Quiz 2 (Enzyme Kinetics)

		Exam 1 (Ch. 1, 2, and 3) – Thursday, September 11 during Period 8 (3-3:50 PM ET) in PUGH 170	
5	September 15-19	Ch. 5 – Chemical Messengers	**Lab 4 –** Transport Mechanisms *Complete PhysioEx 1 on your own prior to your lab* Quiz 3 (Metabolism) UFIC Pre-Survey Closes on Sunday, September 21 at 11:59 PM ET
6	September 22-26	Ch. 6 – Endocrine System Collaborative Online International Learning (COIL) with *Universidad Tecnológico de Monterrey* BEGINS; **Introductory Session via Zoom on Thursday, September 25 during Period 8 (REQUIRED; upload due by 11:59 PM ET Sept 25)**	COIL Assignments OPEN Monday, September 22 **Lab 5 –** Endocrinology *Complete PhysioEx 4 on your own prior to your lab* Quiz 4 (Transport Mechanisms) COIL Icebreaker/Introductory Individual Post Due Sunday, September 28 at 11:59 PM ET
7	September 29-October 3	Ch. 7 – Neural Signaling Ch. 8 – Neural Integration UGTA-Led Optional Exam 2 Review Session (Hybrid) – Thursday, October 2 during Period 8 (3-3:50 PM ET) in PUGH 170	**Lab 6 –** Neurophysiology Quiz 5 (Endocrinology) *Complete PhysioEx 3 on your own prior to your lab* COIL Icebreaker/Introductory Peer Interaction Due Sunday, October 5 at 11:59 PM ET
8	October 6-10	Ch. 8 – Neural Integration **Homework 2 (Mastering A&P) due Wednesday, October 8** **Exam 2 (Ch. 4, 5, 6, 7, and 8) – Thursday, October 9 during Period 8 (3-3:50 PM ET) in PUGH 170** Ch. 12 - Muscle Physiology	**Lab 7 –** Neuromuscular (2 hrs) Quiz 6 (Neurophysiology) COIL Collaborative/Design Thinking Assignment Individual Post Due Sunday, October 12 at 11:59 PM ET
9	October 13-17	Ch. 12 - Muscle Physiology *Friday, October 17 Homecoming – Friday lab sections attend pre-approved alternate section or view virtual lab material provided by your lab instructor/graduate TA*	**Lab 8 –** Muscle Physiology Quiz 7 (Neuromuscular) *Complete PhysioEx 2 on your own prior to your lab* COIL Collaborative/Design Thinking Assignment Team Delivery Due Sunday, October 19 at 11:59 PM ET
10	October 20-24	Ch. 13 – Cardiac Function Collaborative Online International Learning (COIL) with *Universidad Tecnológico de Monterrey* ENDS; **Closing Session via Zoom on Thursday, October 23 during Period 8 (REQUIRED; upload due by 11:59 PM ET Oct 23)**	**Lab 9 –** Cardiovascular Physiology (2 hrs) Quiz 8 (Muscle Physiology) COIL Reflection Individual Post & Peer Interaction Due Sunday, October 26 at 11:59 PM ET

11	October 27-31	Ch. 14 - Vessels and Pressure UGTA-Led Optional Exam 3 Review Session (Hybrid) – Thursday, October 30 during Period 8 (3-3:50 PM ET) in PUGH 170	**Lab 10 –** Cardiovascular Function *Complete PhysioEx 5 on your own prior to your lab* Quiz 9 (Cardiovascular Function)
12	November 3-7	Ch. 16 - Pulmonary Ventilation **Homework 3 (Mastering A&P) due Wednesday, November 5** **Exam 3 (Ch. 12, 13, and 14) – Thursday, November 6 during Period 8 (3-3:50 PM ET) in PUGH 170**	**Lab 11 –** Pulmonary Function (2 hrs) Quiz 10 (Pulmonary Function)
13	November 10-14	Ch. 17 - Gas Exchange *Tuesday, November 11 Veteran's Day*	**No Labs**
14	November 17-21	*Monday-Friday Fall/Thanksgiving Week*	**No Labs**
15	November 24-28	Ch. 18 - Renal Function	**Lab 12** – Renal Physiology Quiz 11 (Renal Physiology) *Complete PhysioEx 9 on your own prior to your lab*
16	December 1-5	*Wednesday is the last day of classes; Thursday and Friday are Reading Days* Ch. 19 – Fluid/Electrolyte Balance **Homework 4 (Mastering A&P) due Wednesday, December 3** UGTA-Led Optional Exam 4 Review Session (Hybrid) – Thursday, December 4 during Period 8 (3-3:50 PM ET) in PUGH 170 (Reading Day)	**No Labs**
17	December 8-12	**Exam 4 (Ch. 16, 17, 18, and 19) – Tuesday, December 9; 3-5 PM ET in PUGH 170**	**Final Exam Week**

STUDYING

- Read from the text before watching the lectures. 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 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.
- Don't miss the engagement activities, homework, and labs – these are excellent "open-book" activities to help you apply course material and engage with your instructor and peers!
- Sections you will not be required to know for the exams will be omitted in the list of chapters and chapter sections listed on Canvas. **Do** pay attention to special announcements or lectures – these are fair game for the exams. Clinical Connections, Toolboxes, and analytical topics described in the textbook and lecture videos may also be included in the exam.

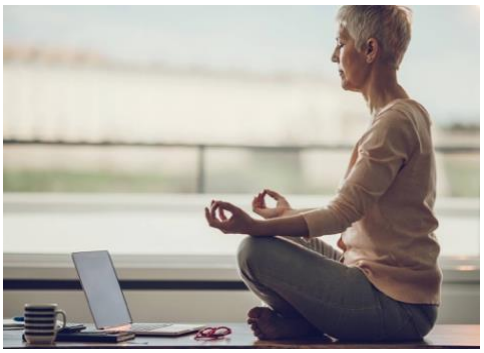
- Re-write questions. Taking complex questions and breaking them down to identify exactly what the question is really asking for is very helpful. It is also very helpful to look at incorrect answer choices and identify what makes those choices wrong. Ask yourself, "How could I make that statement correct?"
- Practice questions: the critical thinking questions at the end of each chapter and the more complex homework questions are incredibly helpful!
- Implement a web-search of diseases or drug mechanisms of action. For example, if we are studying neurophysiology, Google "brain diseases". Click on any link and just read a paragraph to see if you can understand based on what you now know about nervous tissue structure and function. If you don't understand it, that's okay! Rather, did you recognize any words? Did you at least have a *clue* what was going on? This makes for great discussion during group study… and, especially in an online course, are awesome to post and share with classmates on Canvas.
- 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?
- Especially practice skills you'll need to succeed in your future endeavors: use your resources, like lab time, classmates, and the internet – hearing explanations and discussions about topics in more than one way will help you find the description that clicks for you! If you don't understand a topic from the textbook, find a valid source online and watch a video. If that doesn't help, chat with classmates at the end of the lab hour.

GENERAL SUCCESS

- Do not fall behind. This course moves at a 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.
- The TAs are excellent resources that you may reach out to for elaboration on content, study tips, etc.
- Stay organized. Keep track of all the 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 social media for school. Your course instructor will post important and helpful information (such as friendly reminders of due dates) as announcements.
    - The Discussion board may be useful for conversations and resource sharing between classmates (i.e. share that cool YouTube video you came across about the Krebs cycle).
- Do NOT be late or miss deadlines, including the in-person exams or COIL experience assignments.
- Hold yourself responsible when you make a mistake (e.g., miss a deadline or fail to upload a file properly), and avoid creating an awkward situation where you're asking for a special exception (which is unfair to everyone).
- Have a positive attitude: this stuff is neat!

PERSONAL NOTE FROM DR. MANI

Things happen – that's life. If there are some majorly overwhelming things happening during your semester, send me a Canvas message and perhaps arrange for a meeting via Zoom! If we meet, we'll work together to catch our breaths and figure out what steps you should take to do in hopes of wrapping up the course well. Given this course comprises lectures online, there are no in-person office hours. However, your labs are taught by graduate TAs who *are* available to meet in-person (as the labs are in-person).



I reiterate that it is important 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. Please review some of the resources listed above, such as informing me of your “preferred” name, changing your “display” name in Canvas, and acquiring an equitable testing setup through the DRC, if and as appropriate. I’d love to meet each of you; arrange to come by to chat academia *(grad school, anyone?)*, sports, and traveling the world sometime during the term. ☺