Anatomy Syllabus

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I. Overview

Anatomy and Physiology is the study of the body's structures and respective functions at the molecular/biochemical, cellular, tissue, organ, systemic, and organism levels. Students explore the body through laboratory investigations, models, diagrams, and/or comparative studies of the anatomy of other organisms. The study of anatomy and physiology prepares students for a variety of pursuits such as health care, sports, and fitness careers, as well as for taking an active part in their own health and wellness.

II. Course of Study

Textbook: *Essentials of Human Anatomy & Physiology*, 12th ed. by Marieb and Keller 2018. In addition to the textbook, students may read various articles from scientific or education publications including, but not limited to, *National Geographic, Discover, Scientific American, Science, Wired, ScienceNews,* and *The Scientist.* Students may also read excerpts from *End of Night* by Paul Bogard.

The learner will study: Anatomical Orientation   Absorption and Excretion
Integration and Regulation   Protection, Support, and Movement
Reproduction, Growth, and Development   Transportation

III. Make up Work Policy

You have as many days as you miss to make up the assignments (example: miss two days of school, assignments missed during that time will be due the second day after you return). This is school policy.

Important: If school is delayed due to weather on an exam day, students will still take the regularly scheduled exams on that day. The exams will simply contain fewer questions. If school is canceled due to weather on an exam day, students will take the exam the next time class meets. This policy applies to quizzes as well.

IV. Grading System

Grades will be posted online using the school's grading software. Students will receive codes so they may access their grades online. Letter grades (A,B,C, etc.) are determined according to the state mandated scale located in the student handbook. Occasionally unscheduled pop quizzes may be given in class. The grading scale is listed below.

Assignment	Estimated Point Values (per occurrence)
Tests	60-120
Quizzes	10-50
Homework	10-25
Lab Exercises	20-50

Grading Procedures for Final Averages:
First Semester: Nine-weeks Grades are 20% each and the First Semester Exam is 10%.
Second Semester: Nine-weeks Grades are 20% each and the Final Exam is 10%.

V. Late Work

Assignments may be submitted late. However, points will be deducted. Assignments submitted one school day late will lose 10% of the available points. Assignments submitted two school days late will lose an additional 10% of the originally available points. Assignments submitted more than two school days late will not receive any credit.

VI. Guidelines for the Classroom

1. RESPECT = Respect everyone including yourself. Use respectful language, and behave politely and respectfully. Remember the Golden Rule.

2. RESPONSIBILITY = Accept responsibility for your actions. Behave in a responsible and appropriate manner. (No horseplay.)

3. No food or drinks in the classroom or the computer labs.

4. Clean workspace prior to leaving class.

5. All assignments should be completed by the deadline provided by the instructor.

6. Be prepared for class every day. It is the responsibility of the student to have the necessary materials for class (textbook, pen, pencil, notebook, **gloves for dissection,** etc.). Students who do not have their textbooks with them in class when the class is using textbooks will have 3 points deducted from the applicable assignment(s). **The materials required for this class include a binder with both notebook and graph paper, pencil, and headphones (small, cheap ear buds).**

7. The instructor reserves the right to remove any student from the lab should that student jeopardize the safety of himself / herself or of another student.

8. If a student has a least one disciplinary referral, that student may not be allowed to participate in field trips or other special activities.

9. Students should never use cellular devices in class unless the instructor specifically directs the students to do so. Students whose cellular devices alert (ring, vibrate, etc.) during class will be referred for disciplinary action. Cellular devices should remain off and in lockers.

10. Students who cheat / plagiarize assignments will receive no credit for that assignment. In addition, any student who allows their work to be copied will also receive no credit for that assignment.

11. Students are responsible for knowing and abiding by all information provided in the student handbook. Ignorance of school policies is not an excuse for violation of school policies.

University School Responsible Use Policy (RUP) Grades 6-12

Internet access* is available for all students only as an educational resource.
- I will not go to websites that are not appropriate for learning.
- I will inform a teacher immediately if any inappropriate sites are accessed while I am online.
- I will not attempt to bypass the Internet filter to access a blocked website.
- I will not remotely access computers outside the system's network.

*Internet access is provided on-campus for all students. These policies also apply when using district-issued devices off-campus through other public or private networks.

The computer, software, wireless devices, and network are available for all students only as an educational resource.
- I will treat the computers, all devices, and hardware with respect and not cause damage to them.
- I will not share my usernames and passwords with anyone nor will I use another student's username and password.
- I will not share my device, charger, or other school-issued equipment with others.
- I will transport my device using my school-issued sleeve and handle my device using communicated procedures.
- I will not access, alter, or delete another person's information/files on any computer or device.
- I will follow copyright law in my projects and give credit to my resources (authors and/or websites).
- I understand that teachers and administrators may monitor all student activities on the network and devices on and off campus.
- I will not use the device to illegally distribute, install, or reproduce copyrighted materials.
- I will not use the device to facilitate any illegal activity, or use it for commercial or for-profit use.
- I will not use the computer network to attempt to gain unauthorized or unlawful access to other computers, computer systems, or accounts.
- I will not utilize school district or individual school names, logos, or trademarks without permission.
- I understand that students are responsible for storing and backing up their own data.

School-issued devices are set-up and the software programs are selected for all students only as an educational resource.
- I will not download, install, or remove software/apps or media without permission and direction from a teacher.
- I will not personalize the external appearance of my school-issued device.
- I will not change the district settings on my device.
- I will not remove the asset tag or any licensing tags or manufacturers stickers from the bottom of the device.
- I will immediately notify my teacher, the building level technology coordinator, or designee if I identify a security problem or other issue on a technological resource, and I will not demonstrate the problem to others.

Good Digital Citizenship should be practiced <u>on and off campus</u>.
- I will only use online communication (email, instant messaging, chat rooms, blogs, wikis, etc.) for educational purposes on school-issued devices.
- I understand that all school-issued email communications are stored and may be accessed and examined by teachers and administrators at any time.
- I will always use proper and appropriate language and my best writing skills (including adhering to copyright policies).
- I will never give or post personal information (my name, address, telephone number, etc.) to someone online.
- I will never use online communication to harass or bully anyone.

- I will not engage in creating, intentionally viewing, accessing, downloading, storing, printing, or transmitting content that is obscene, profane, pornographic, harassing, abusive, or considered harmful to minors.
- I understand that I should not share or post pictures or recordings of other individuals without their consent (or parental consent for minors).

Personal Devices should be only used as an educational resource (cell phone, Kindle, iPad, etc.)
- I will only use personal wireless devices at school with teacher permission and supervision or during designated times determined by the administration.
- I will accept all responsibility if my device is lost, stolen, or damaged.
- Teachers and administrators have a right to examine any personal device at any time.
- My teachers and or my school may set additional requirements and restrictions for personal devices.

School Email
- University School may provide students with a **closed-campus** email account.
- Email usage may be monitored and archived. There is no expectation of privacy with school email accounts.

If I don't follow the RUP:
- I may lose the privilege of using computers, personal devices, and/or the Internet at school.
- I may lose the privilege of taking a device off-campus.
- I understand that I may be held financially responsible for any deliberate or negligent damage to equipment and for loss or theft of the equipment while in my possession or when I am charged with its care (see below).
- I understand that the administration will determine disciplinary and/or financial consequences for Responsible Use Policy (RUP) violations.
- I understand that certain willful misuse may result in criminal prosecution under applicable state and federal law.

School-Issued Device Damage Charge Information
Damage caused by willful or deliberate actions would be the financial responsibility of the family (repair or replacement cost).