

BIOB33H3F 2020

HUMAN DEVELOPMENT AND ANATOMY

This course will be delivered entirely online.

COURSE DESCRIPTION:

A lecture and laboratory course which deals with the functional morphology of the human organism. The subject matter extends from early embryo-genesis through puberty to late adult life.

LEARNING OUTCOMES:

- Understand the basic anatomy of the human body
- Understand principles of human early embryology
- Describe basic tissues of human body
- Explain how anatomical structures interact in the human body
- Identify anatomical structures visually and descriptively
- Develop a mastery of the material such that students can communicate with their peers in an effective and professional manner

CALENDAR DETAILS:

- Prerequisite: BIOA01H3 and BIOA02H3
- Exclusion: ANA300Y, ANA301H, PMDB33H3

SCHEDULE:

- An online laboratory **every week**
- A two hour online lecture each week, pre-recorded and uploaded on Wednesdays
- Quercus: You are responsible for checking the Quercus page for this course frequently.

Weekly Modules - Lecture Slides, Mastering A&P Assignments, Weekly Lab Guide + Activities, and Lab Quiz - will be released each Wednesday at 1:00 PM (EST).

Weekly Lab Assignments and Lab Quizzes associated with each module will be due the following Wednesday by 12:00 PM (EST).

This is an intensive course. Consistent, regular work will be required to satisfactorily complete this course. Students should log into the course Quercus site daily to ensure that they are completing the required readings, coursework and assessments throughout the semester. Important notifications will be posted as Announcements on Quercus.

CONTACT INFORMATION AND OFFICE HOURS:

Course Instructor: Dr. Joanna Zigouris, Email: joanna.zigouris@utoronto.ca
Virtual Office hours: 11:00 - 12:00 PM Fridays / by appointment

Teaching Assistants: Lisa Byrne, Email: lisa.byrne@mail.utoronto.ca
Virtual Office hours: TBD (Please see Quercus) / by appointment

Shafinaz Eisha, Email: shafinaz.eisha@mail.utoronto.ca
Virtual Office hours: TBD (Please see Quercus) / by appointment

Thiviya Rajesekar, Email: thiviya.rajasekar@mail.utoronto.ca
Virtual Office hours: TBD (Please see Quercus) / by appointment

Arianne Solvio, Email: ian.solivio@mail.utoronto.ca
Virtual Office hours: TBD (Please see Quercus) / by appointment

Lab Coordinator: Daniel Yi, Email: dan.yi@utoronto.ca

EMAIL POLICY:

- Before emailing, please check information posted for the course on Quercus. We may have already answered your question there.
- For lab related questions, please start by emailing your TA.
- For other matters, please email the instructor.
- When you email, include a subject line that includes "BIOB33" and that summarizes your question.
- We will attempt to reply to your emails within 2-3 days.

REQUIRED TEXTBOOK:

Frederic H. Martini, Robert B. Tallitsch & Judi L. Nath, **Human Anatomy Plus Mastering A&P with eText -- Access Card Package**, 9th edition, Pearson Publishing.

For students who have a hard copy of the text and wish to opt out of the etext purchase:
Mastering A&P -- Standalone Access Card Package -- for Human Anatomy, 9th edition, Pearson Publishing

Please note - both packages come with access to Practice Anatomy Lab (PAL) 3.1

BIOB33H3F 2020 EVALUATION

Distribution of Marks:

- Weekly Mastering A&P Assignments 15%
- Weekly Laboratory Quizzes 15%
- Case Study Assignments 10%
- Midterm Test 20%
- Laboratory Examination 10%
- Final Examination (During final exam period) 30%

Mastering A&P Assignments (1.5% each x 10 = 15% of final grade):

Mastering A&P Assignments will be completed online using Pearson Modified Mastering A&P for Human Anatomy, 9th Edition. Assignments are composed of multiple interactive questions related to the course material covered in each module. Each assignment will be available for a full week for students to complete. Students do not have to complete Mastering A&P Assignments in one sitting. You can come and go from the assignment until the submission deadline. The best 10 out of 11 assignments will count towards your final Mastering A&P Assignments grade.

Weekly Laboratory Quizzes (1.5% each x 10 = 15% of course grade):

Each weekly lab module will have a study guide paired with the Pearson Practice Anatomy Lab (PAL) 3.1 that provides students visual dissections, slides, lab practicals, and quizzes. After reviewing weekly lab material (study guide + PAL 3.1), each module will have a post-lab timed quiz that students must complete and submit for grading. Students are given a full week to review online lab material and take their quiz. The best 10 out of 11 quizzes will count towards your final Laboratory Quizzes grade.

NOTE: While both the Mastering A&P Assignments and Lab Modules may seem like a lot of work - think of working through these as time being spent studying for your exams. The amount of weekly information associated with both the lectures and labs is a lot and can become overwhelming very quickly if students are not spending enough time each week keeping on top of the material. The weekly Mastering A&P Assignments and Lab Modules are to help keep students on top of their weekly studying of course material.

Case Study Assignments (5% each x 2 = 10% of final grade):

Students will receive two case study assignments to complete and submit via Quercus. The first Assignment will be due in the middle of the semester, and the second one at the end of the semester. More information regarding assignment details and due dates will be posted on Quercus.

Midterm Test (20%):

The midterm test for this course will take place outside of class time. The exact time will be determined by the Registrar's office. Information regarding term test format will be posted on Quercus.

Laboratory Exam (10%):

This will be an **online 'bell-ringer' exam** - thus just like in-person lab bell-ringer exams, students will be presented with a single question at a time and there will be no backtracking of questions. The questions will be similar to the Lab Quizzes you are given each week. The lab exam will take place near the end of the term. More information regarding test date and lab exam format will be posted on Quercus.

Final Exam (20%):

The Final Exam is Cumulative and will be held during the final exam period (**December 10 - 22, 2020**). More information regarding test date and exam format will be posted on Quercus.

Students are required to be available for all examinations during the periods for which they are scheduled.

Missed Deadlines for Weekly Mastering A&P Assignments and Lab Quizzes:

Since answers are released immediately after the submission deadline, extensions and make-ups are not possible. Failure to begin either an A&P Assignment and/or Lab Quiz will result in a "0" grade for that component. Having initiated but not yet finished either an A&P Assignment and/or Lab Quiz will result in grading of the work completed up to the submission deadline. The **ONLY** exceptions are for students who add the course after an assignment was due or they are registered with AccessAbility. If this is the case, you must contact the course instructor immediately after adding the course or recognize the need for accommodation.

Missed Case Study Assignments:

No makeup assignments will be made available due to their extended availability online. Failure to submit on time will result in a "0" grade for that component. The **ONLY** exceptions are for students who are registered with AccessAbility. If this is the case, you must contact the course instructor immediately after adding the course or recognize the need for accommodation.

For ALL Term Work Submissions:

Students are advised not to wait until the last few minutes before the 12:00 PM submission deadline to upload their work or take a Lab Quiz. Experiencing any sort of computer, Quercus, Mastering A&P, and/or wifi issues/glitches during the final minutes before the

submission deadline is not a valid excuse. Students are also advised to double check their submitted files to ensure that the correct document was uploaded.

It is your responsibility to ensure that you have saved the document in a form compatible with Microsoft Word (your file should end in .doc or .docx). It is also your responsibility to ensure that the file you are sending is not corrupted or damaged. If the file you send cannot be opened or read, the assignment will not be accepted and will be given a “0” grade.

Grading Concerns:

All grading questions about quizzes, assignments, exams, etc. must be made in writing to your TA or Course Instructor (for exams) within **one week** of the marks being posted on Quercus. Your questions about grading must clearly identify your concern. After this time, no changes will be made to existing grades unless there is a calculation error. Thus, it is essential that you check your grades regularly and contact your TA (or Course Instructor for exams) within one week if you feel an error has been made or if you are unsure why you lost points. *Please note: re-grading of your submitted work may result in a re-graded mark being lower than your original assigned grade.*

Missed Term Test and/or Lab Exam:

Students who miss the Term Test and/or the Lab Exam must notify the Course Instructor and Jennifer Campbell (jac.campbell@utoronto.ca) by email within 48 hours of missed work if you require additional accommodations. You must also submit a completed Self-Declaration of Student Illness Biological Sciences Form or provide other supporting documentation reflective of your circumstances. Students that are unable to attend due to an AccessAbility issue should inform that office and the Course Instructor to arrange an accommodation.

There will be a single make-up for the Term Test and a single make-up for the Lab Exam for students with a documented excuse or accommodation, as validated by Jennifer Campbell. Alternative arrangements are NOT possible, except as arranged by AccessAbility. The date of the make-up test will be announced on Quercus and it is the **full responsibility** of the affected student to ensure they are aware of this date. Students that miss either the Term Test and/or Lab Exam with no acceptable, documented excuse will receive a “0” grade for missed tests. Students who miss the associated make-up Term Test and/or make-up Lab Exam, and have documented, confirmed excuses for missing the make-up(s) will have their final grades adjusted accordingly.

Missed Final Exam:

Students who miss the Final Exam will be required to declare their absence on ACORN and submit a petition via the Registrar's Office along with supporting documentation.

AccessAbility Statement:

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodations, please feel free to approach me and/or the AccessAbility Services as soon as possible.

AccessAbility Services staff (located in Rm AA142, Arts and Administration Building) are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations 416-287-7560 or email ability@utsc.utoronto.ca. The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course.

Academic Integrity Statement:

The University treats cases of cheating and plagiarism very seriously. The University of Toronto's Code of Behaviour on Academic Matters (<http://www.governingcouncil.utoronto.ca/policies/behaveac.htm>) outlines the behaviours that constitute academic dishonesty and the processes for addressing academic offences.

Potential offences in papers and assignments include using someone else's ideas or words without appropriate acknowledgement, submitting your own work in more than one course without the permission of the instructor, making up sources or facts, obtaining or providing unauthorized assistance on any assignment. On tests and exams cheating includes using or possessing unauthorized aids, looking at someone else's answers during an exam or test, misrepresenting your identity, or falsifying or altering any documentation required by the University, including (but not limited to) doctor's notes.

All suspected cases of academic dishonesty will be investigated following procedures outlined in the Code of Behaviour on Academic Matters. If you have questions or concerns about what constitutes appropriate academic behaviour or appropriate research and citation methods, you are expected to seek out additional information on academic integrity from Dr. Zigouris or from other institutional resources (see <http://academicintegrity.utoronto.ca/>).

Turnitin Statement:

Normally, students will be required to submit their course essays to Turnitin.com for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays to be included as source documents in the Turnitin.com reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin.com service are described on the Turnitin.com web site.

Intellectual Property (IP):

Recording or photographing or video capture of any aspect of a university course - lecture, tutorial, seminar, lab, studio, practice session, field trip etc. – without prior approval of all involved and with written approval from the instructor is not permitted.

Students should be aware that their courses contain the IP of their instructor, TA, and/or the University of Toronto.

IP includes items such as:

- Lecture content, spoken and written (and any audio/video recording thereof)
- Lecture handouts, presentations, and other materials prepared for the course (e.g., PowerPoint slides)
- Questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams)
- Work protected by copyright (e.g., any work authored by the instructor or TA or used by the instructor or TA with permission of the copyright owner)

Sharing this IP without the IP owner's permission is a violation of IP rights. For this reason, it is necessary to ask the instructor, TA and/or the University of Toronto for permission before uploading and sharing the IP of others (e.g., to an online repository, students, etc.).

Tentative Class Schedule:

The tentative syllabus and class schedule for the course is provided on Quercus. Some adjustments may be made as the course progresses. The instructor reserves the right to modify this syllabus and the lecture/lab schedules as necessary throughout the term to meet course learning objectives. Any changes will be announced on Quercus and followed by the posting of updated material. You are responsible for being aware of the contents of this syllabus.