APHY 102 Class Schedule Summer 2019

Dr. Amy Smith – asmith600@ivytech.edu

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| **Week** | **Date** | **Lecture**  | **Assignments**  |
| 1 | 6/10 | Ch 23 Digestive System | Quiz 1 |
| 2 | 6/12 | Ch 23 Digestive System | Terms 23, Quiz 2 |
| 3 | 6/17 | Ch 22 Respiratory System | Terms 22, Quiz 3 |
| 4 | 6/19 | **Exam 1 (Ch 22, 23)** | **Lab Exam 1**  |
| 5 | 6/24 | Ch 18 Blood | Terms 18, Quiz 4 |
| 6 | 6/26 | Ch 19 The Heart | Terms 19, Quiz 5 |
| 7 | 7/1 | Ch 20 Blood Vessels | Terms 20, Quiz 6 |
| 8 | 7/3 | **Exam 2 (Ch 18, 19, 20)** | **Lab Exam 2**  |
| 9 | 7/8 | Ch 25 Urinary System | Terms 25, Quiz 7 |
| 10 | 7/10 | Ch 21 Lymphatic and Immune System | Terms 21, Quiz 8 |
| 11 | 7/15 | Ch 17 Endocrine System | Terms 17, Quiz 9 |
| 12 | 7/17 | **Exam 3 (Ch 17, 21, 25)** | **Lab Exam 3**  |
| 13 | 7/22 | Ch 27 Male Reproductive System | Terms 27, Quiz 10 |
| 14 | 7/24 | Cont. Ch 27 Female Reproductive System | Terms 28, Quiz 11 |
| 15 | 7/29 | Ch 28 Human Development and Inheritance | Quiz 12 |
| 16 | 7/31 | **Exam 4 (Ch 27, 28)** | **Lab Exam 4**  |

# Office hours: Monday 10:30-12:30; Tuesday 1:30-2:30; Wednesday 10:30-12:30; Thursday 1:30-2:30

# Withdrawal policy: Students are responsible for withdrawing from any course that they are unable to complete; please visit the Registrar’s Office to initiate a withdrawal. LAST DATE TO WITHDRAW: Saturday, July 20, 2019

**Grading:** Four Lecture Exams, Four Laboratory Exams, Ten Terms Quizzes, Twelve Chapter Quizzes.

* + 1. 3 Lectures Exams x65 pts. = 195 pts. Drop lowest -65 pts.
		2. 12 Chapter Quizzes x10 pts. = 120 pts.
		3. 3 Lab Exams x65 pts. = 195 pts. Drop lowest -65 pts.
		4. Terms Quizzes x 5 pts. = 50 pts.
		5. Lecture Exam 4 x85 pts. = 85 pts.
		6. Lab Exam 4 x85 pts. = 85 pts.

 Total 730 pts. – 130 pts. = 600 pts.

**Grading Scale:** A = 540 + points B = 480 + points C = 420 + points D = 360 + points

1. The lowest lecture exam (1-3) and lowest lab exam (1-3) are dropped. Exams 4 are not dropped.
2. Terms are quizzes over clinical terms relevant for each chapter and chapter quizzes are to be completed on **IvyLearn** and should be completed by the due date. Quizzes are closed (unavailable) at the beginning of the exams that cover that material.
3. There are no make-up exams. Individuals who miss a lecture or lab exam will receive a zero for the missed exam.
4. Students requiring testing accommodations need to submit paperwork to the instructor by June 14th.
5. Lecture exams (1-3) must be complete within one and a half hours. The lecture exam 4 must be complete within two hours. Slide and model questions on laboratory exams are allotted 90 seconds per station.
6. No extra credit is possible for this course. Students should monitor the posted grade summary and study accordingly.

Scores will be posted on the IvyLearn website. If you have questions about using the website, please ask the help desk not your instructor. Your instructor cannot assist you with web access issues. Midterm letter grades are now required at Ivy Tech and will be posted on My Ivy after the 4th week of class.

**Classroom Behaviors:** Students and instructors each have an important role in maintaining a classroom environment optimal for learning. All parties are expected to treat each other with respect at all times, using thoughtful dialogue. Class discussions are interactive and may contain diverse opinions. The instructor and each student shall be thoughtful in sharing their perspectives and responses with one another. Behaviors such as chatting and whispering during class, the use of electronic equipment, reading the paper during class, preparing to leave before class is over, and consistently arriving late to class are all behaviors that may be disruptive. Please keep these disruptions to a minimum. Inappropriate behavior in the classroom may result in a request for the disruptive student(s) to leave the class and/or be referred to the Vice Chancellor for Student Affairs. Refer to the Ivy Tech Community College Code of Student Rights and Responsibilities for more information.

**Being Successful in this Class**:

1. **Read each chapter**. Reading material before class enhances exam performance. Why? It helps practice the terminology and use of scientific language, organize the material as it is stored in your brain, and enhance analytical ability.

2. Listen to lecture and take notes. The **chapter review** is a guided note system that you may find useful to ensure you cover the material. It is important to write down important stuff in your own words. Whatever you do, don’t just regurgitate it exactly as presented in the material you’re studying. Find your own words. Create your own analogies. Tell your own tale of how proteins are made and shipped through the cell to be exported or give directions to a red blood cell using blood vessels to get it to the big toe.

3. **Participate in lab** and use the time to study models and learn with other students. Talking about the material, taking the time to think through the answers, discussing why you think a particular answer is correct enhances learning and memory much more than just copying down the answers. Students greatly overestimate their ability to learn material from pictures and apply it to models. You should take the time to identify each part of the model while it is in front of you.

4. Repetition is key to learning our course material. **Make good notes and read through them every day**. If you take the time to understand the material as you make your notes, you should be able to read though it rather fast. Reading your notes out loud is best and marking the things that make you stutter or pause so that you can go back and review them. **You have to take the time to store information in order to be able to remember it later.**

5. Put in time to practice retrieving information. Use the study tools that work for you. Some students love **Quizlet** or **Kahoot's** and others prefer answering the **exam study questions** or filling out the **completion worksheets**. **Practice quizzes** help you practice answering questions in the same style as the lecture exam. When you’re answering practice questions, pay special attention to the ones you get wrong. Add that information to your notes and what you need to remember the right answer. **Make sure you are learning the material and not just focusing on keywords**.

6. Studying anatomy and physiology involves remembering lists of terms, functions, and processes. You can take just the first letter or two of each word from a list to create an acronym. A **mnemonic** is the thing you commit to memory as a means for remembering the more technical thing for which it stands like the order of the cranial nerves.

7. **Ask for help** when you need it. I am your best resource for this class and I want you to learn and remember this material.

8. There are different levels of knowledge. Sometimes understanding a concept is enough like where to put a comma in a sentence or how to use a math formula. In this class, you need to study past understanding and recognition to the point where you can identify the anatomy with the correct terminology, explain the processes of life to a patient, and apply your understanding of how the body is supposed to function.

9. In the end, if you’ve done the work and put in the time to study and practice with information outside of class, the answers will seem easy and obvious.

10. Use the **exam performance evaluation** after each exam to review your mistakes and adjust your study plan to earn the grade you want.