Course Description
This is the second semester in a two-semester sequence of classes designed to introduce you to the structure (anatomy) and function (physiology) of the human body. In Biology 111X you studied cells; tissues; the integumentary, skeletal, muscular and nervous systems; and special senses. This semester we will study the endocrine, cardiovascular, immune, respiratory, digestive, urinary, and reproductive systems. You must have passed Biology 111X in order to enroll in Biology 112X. If you have any questions about your eligibility for this class, please talk to me as soon as possible.

Instructor
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Required Text
Principles of Anatomy and Physiology, 11th edition
by G. Tortora and B. Derrickson, published by John Wiley and Sons, Inc
ISBN: 0471-68934-3

Laboratory Manual for Anatomy and Physiology, 2nd edition
by C. Allen and V. Harper, published by John Wiley and Sons, Inc
ISBN 0471-69122-4

Grading Policy
Your grade will be based on the total points you accumulate on exams, lab assignments, and homework. In lecture there will be 5 midterm exams, and a comprehensive final during finals week. All lecture exams will be worth 100 points. The comprehensive final is also worth 100 points. Exams will consist primarily of multiple choice and short answer questions. Occasionally you may be asked to either draw or label diagrams, complete fill-in-the blank or true/false questions. Exams will count for 60% of your grade.

There will be 2 midterm exams in lab (50 points each), and a short practical at the same time as the final exam (20 points). Further information about lab grades and other lab assignments will be provided by your teaching assistants. Lab exams will count for 20% of your grade. Other lab assignments will constitute 5% of your grade.

Almost every week there will be a short (~20 questions) homework assignment on Blackboard. You will be able to do the assignments over and over until you get a grade you are satisfied with. Assignments will be available for a specified amount of time, usually a minimum of a week. Don’t procrastinate. Once they close, they will not reopen. I will drop your lowest Bb grade. Blackboard homework will count for 15% of your grade.

I will use a traditional grading scale: A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, F = < 60%
I do not curve grades. I do not offer or accept extra credit assignments.
**Test Format**
Lecture exams will contain a variety of types of questions including multiple choice, short answer, true/false, identification of drawings, and fill in the blank. Lab exams will include both written and “practical” questions. You must spell words correctly on lab practicals in order to get full credit.

Please take all exams at the time they are scheduled. I realize that there may be legitimate conflicts occasionally, and I am certainly willing to work with you on those conflicts. If you know ahead of time that you are going to miss an exam, please see me before the exam to schedule a make-up. If you otherwise miss an exam, you have 24 hours to contact me with your reason, and schedule a make-up. After 24 hours, I will start taking off 5 points for every day you delay in scheduling a make-up. You may leave a message on my phone or send me an email. All lecture make-up exams are essay exams, at my discretion.

**Attendance**
I will not take attendance in the lecture portion of this class, but I expect you to be at all classes and labs. If you must miss a class, please contact a classmate and get notes as soon as you can. If you must miss an exam due to illness or emergency, you must contact me within 24 hours to schedule a make-up. If you do not contact me within 24 hours, I will deduct 5% from your grade for each day that you delay in contacting me. Make-up exams may be entirely essay, at my discretion. If you miss a lab, you are responsible for making up the work, but you will not have the opportunity to turn in any missed lab assignments. You get one free absence from lab since I drop one lab grade.

**Disability Services**
Reasonable accommodations will be made for students with documented disabilities. If you have questions, please contact Disability Services in the Center for Health and Counseling (474-7043). Services are free of charge.

**Academic Honesty**
Learning is a collaborative effort. We all learn from each other: studying, talking, questioning, listening. Testing is NOT a collaborative effort. I expect the work on your exams to be yours alone and to be done without aids. In adherence with the University’s Academic Honor Code, if you cheat on an exam, or represent someone else’s work as your own, you will receive a grade of 0 for that assignment. If you violate the honor code a second time, you will receive a failing grade for the course and may be referred to the University Disciplinary and Honor Code Committee for further action. Please review the honor code on page 24 and 41 of the 2002-2003 UAF Catalog.

**Some comments about etiquette**
Please use common sense and common courtesy in class. In order to get the most out of our time, plan the following:

- Be on time and ready to take notes at 1 pm.
- Stay for the entire class
- Take your bathroom breaks between class, not during class (your movement distracts me and your fellow classmates)
- Do not bring your children to class. You may think they are the most awesome and well-behaved kids on the planet, but your classmates are likely to think they are distracting.
- Do not bring friends and relatives to class unless you have checked with me ahead of time.
- Absolutely no cell phones and pagers in class (EMT, Fire Dept on duty excepted)
Suggestions for Studying
There is no “one best way” for all people to study. But there are a few things we all have in common. The two main ways that we transfer information into our long-term memories are by repetition, and by association with something already in long term memory. Keeping that in mind, here are my suggestions for learning A and P.

1. Before class, skim through the material we plan to cover. Don’t bother to read it in detail. Just get familiar with the topic and the words.
2. Take notes in class, but don’t try to write in great detail. Leave time to think during class time, too.
3. As soon after class as possible, go through your notes. Make sure you understand and can read what you wrote down. Fill in any missing details. Note especially important points. Now is the time to read your text for detail. You may want to write page numbers on your class notes referring to related figures in the textbook.
4. Go over your class notes frequently for short periods of time rather than spending several hours just once a week. Cramming may get you through the exam, but it won’t contribute much to building a framework of knowledge.
5. When you are studying A and P, try to relate it to the real world as much as possible. Does it help explain some illness you had? Does it clarify an article you read? Does it relate to a test the physician ordered? A sports injury? An exercise program? A diet? Think of anything you can that will help you make an association with something already in your long-term memory.

Help is available
- Lectures will be videotaped, and are available in the library the day following the lecture.
- Outlines of the content covered in lecture will be posted on the blackboard site.
- TAs and instructor are all willing to help answer your questions and clarify content.

It is absolutely essential that you keep up with your work! Please read all assigned material promptly, go over your class notes daily, and come talk to me or the TAs as soon as you have questions. If you get behind, you will soon feel overwhelmed. I expect that you will have many questions as you try to master this material, and I’m prepared to spend time outside of class helping you. Just call me or email me to make an appointment.