

# HUMAN ANATOMY & PHYSIOLOGY – Dr. Marcia Grady, 2011-2012

Temima High School 404-315-0507

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**THIS PAGE MUST BE KEPT AT THE FRONT OF YOUR BINDER AT ALL TIMES**

**Course Description:** This course is an extension from high school Biology, concentrating on the Anatomy (structures) and Physiology (functions) of the human body. A & P is significantly performance and laboratory based. The unifying focus is the essential requirements for life as they are carried out in distinct anatomical and physiological systems of the human body. The course uses standard scientific procedures including laboratory, lectures, class discussions, individual work, projects, quizzes and tests. The study of A & P is one which continually builds on prior knowledge, therefore ALL course materials – tests, quizzes, handouts, diagrams, graded work, etc. – MUST be kept in the student's binder. It will be used to study for your *cumulative* Final Exam at year's end. Do not throw away any A & P papers for the year!!!

**Prerequisites:** Chemistry, Biology.

**Text:** *Hole's Essentials of Human Anatomy & Physiology, 10<sup>th</sup> Ed.* McGraw-Hill 2009. Students are responsible for their assigned textbooks, which are to be returned at the end of the school year. A Replacement Fee must be paid if the A & P text is lost. The textbook is quite user-friendly and will be used in class regularly, especially Appendix A. Each chapter is set up with sections designed to clarify learning objectives, as well as to help students review & summarize each topic. *Note:* Chapters 1-4 in this text are a review of most of last year's Biology class.

## REQUIREMENTS, POLICIES & PROCEDURES

**DAILY:** • **Blue or black pens, highlighters, pencils with erasers.** Bring several of these to class each day; calculator suggested. NO gel pens for any work to be graded.

- **3-ring binder** with lined, looseleaf notebook paper and 6 dividers [5 Units & Labs]. NO spiral notebook paper.
- **Box of colored pencils, big eraser, small sharpener.** Students will be coloring & labeling prepared diagrams regularly -- this is one of the best learning tools for Anatomy & Physiology!
- **Yoman & Textbook.** Both supplied by THS and MUST be brought to class daily.
- **Other personal supplies as appropriate & needed, especially glasses** if you need them. NO cell phones. Cosmetics, food, drinks, gum, lotions are *NOT* appropriate in the science classroom.
- **Any work due that day!!!!** Students are responsible for handing in completed assignments to Dr. Grady.
- **Respect, Cooperation & Responsibility.** Students are expected to follow ALL classroom & school policies regarding dress, behavior and academics. Dr. Grady has high expectations of students' *respect* for the process of learning, as well as for themselves, teachers, other students and our school. Distractions that interfere with another student's opportunity and right to learn will not be tolerated.

**CLASSROOM SUPPLY WISH LIST:** glue sticks, hand sanitizer, band aids.

**Temima Grading Scale:** see Parent/Student Handbook p. 15

<b>GRADING:</b>	Tests	25%
	Quizzes	20%
	Labs	25%
	Classwork & Homework	10%
	A & P Illustrations	20%

Projects will count as either Tests or Labs, with clarification given when assigned.

**Tests:** All are announced in advance and are graded for correctness & completeness. They will generally be 60% objective (multiple-choice, true-false, matching, word bank, diagrams, etc) and 40% free-response questions.

**Quizzes:** may be announced or unannounced and are graded for correctness.

**Classwork/ Homework assignments:**

Non-textbook assignments are announced & posted. Record them in your agenda.

**Textbook:** For each topic in this 2<sup>nd</sup> year biology course, Dr. Grady expects students to independently read each chapter's Summary Outline as well as to answer Chapter Assessments that pertain to each chapter.

Integrative Assessments/Critical Thinking sections will be specifically assigned (for grading) as topics arise.

- **Assignments to be graded** must have student's first & last name, date, and class period/title in the upper right corner. All papers must also include a specific assignment "title" at the top of the page.
- **Written work**, especially from textbook, should be in complete sentences which reflect the question, with numbers or sequences neatly and clearly indicated. **Spelling counts**, especially science vocabulary.
- **All work is graded** for completeness & correctness of subject matter, as well as for following directions, which includes *completing* the assignment.
- **Free-hand diagrams** cannot be traced and must be clearly labeled on blank computer paper.

**Labs:** Observe all safety procedures; absolutely no "play" will be tolerated during lab time. Students will receive a separate Lab Safety Contract to be signed and returned. Listen closely to specific safety instructions given in class – especially with regards to microscopes AND dissections. **Clean up** is part of your lab grade, including lab stations & equipment; all other materials are to be returned to the proper place before leaving class. Each student is expected to work cooperatively with any assigned partner/s. Labs will be graded according to specific guidelines for each assignment, as well as for participation.

**Sequence:** 1<sup>st</sup> Quarter: biochemistry, cell processes, microscopy & tissues.

2<sup>nd</sup> Quarter: organ dissections.

3<sup>rd</sup> & 4<sup>th</sup> Quarter: systems, fetal pig dissections.

Each student will be assigned a specific microscope, dissecting kit & pan for classroom use & responsibility.

**Tardy Policy:** see Parent/Student Handbook p. 5

**Late Work Policy:** Late homework & classwork is accepted, but will not receive full credit. A maximum of 60% is possible on any homework/ classwork assignment turned in later than 1 week. Late Labs & Illustrations will be penalized -5% per day.

**Make-up Work:** Because of the quantity of the material in this course, make every effort to be in class each day. Make-up work is only available for **excused absences** and **IT IS THE STUDENT'S RESPONSIBILITY TO FIND OUT WHAT WAS MISSED**. Students typically have **2 days** to complete the work missed for each excused absence. Unannounced "pop" quizzes cannot be made up. Make-up of major tests & quizzes must be scheduled on an individual basis. If you miss a **lab**, you **MUST** make it up at Dr. Grady's convenience, within the appropriate quarter. For prolonged excused absences (three or more days), speak with Dr. Grady to work out a schedule for completing missed assignments. Failure to complete missed work will result in a grade of 0 (zero).

**Extra Help:** Please see Dr. G. to schedule time if you are having trouble, need something further explained or to make up work. I am generally not on campus on Fridays and am only at Temima for half- days otherwise, but am more than willing to set up time as both of our schedules permit.

**Cheating** of any sort, including plagiarism, is not tolerated and will result in a zero for the Assignment. Parents and administrators will be notified. See Parent/Student Handbook p. 9.

## **MAJOR COURSE UNIT CONTENTS:**

### **I. INTRODUCTION/BODY**

#### **ORGANIZATION** ch. 1-5:

Orientation  
Terminology  
Review Biology

### **II. PROTECTION, SUPPORT &**

#### **MOVEMENT** ch. 6-8:

Integumentary System  
Skeletal System  
Muscular System

### **III. INTERNAL COORDINATION &**

#### **REGULATION** ch. 9-11:

Endocrine System  
Nervous System

### **IV. TRANSPORT, ABSORPTION & EXCRETION** ch. 12-18:

Circulation  
Respiration  
Digestion  
Excretion  
Immune System

### **V. REPRODUCTION, GROWTH & DEVELOPMENT** ch. 19-20:

Reproductive Organs  
Embryology & Gestation  
Stages of Development