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**LABORATORY POLICIES****BIO 142—Human Anatomy & Physiology II**  
**2<sup>nd</sup> 8 week session**

4 Credits

**INSTRUCTOR INFORMATION**

Instructor:  
Office Location:  
Office Phone:  
Office Hours:  
Email Address:

**ATTENDANCE**

Regular attendance is expected. Please be on time. Students arriving more than **ten** minutes late will not be permitted in the laboratory. Attendance will be recorded each lab period. *Those students who consistently come in late or leave early may not be given credit for attending lab.* A student is responsible for knowing any material covered in the lab whether he/she was in attendance or not. ***Only one laboratory session may be missed without a grade penalty.*** Any additional absences should be discussed with the instructor to determine acceptability. Additional unexcused absences will result in a **5% grade reduction** (per missed lab) on the corresponding lab exam.

**MATERIALS**

Required:  
Human Anatomy & Physiology Laboratory Manual (Fetal Pig Version) by Catharine Whiting, 2<sup>nd</sup> Edition

It is recommended that you also bring the course textbook to the laboratory (Human Anatomy & Physiology by Amerman, 2<sup>nd</sup> Edition).

Required material includes printouts located on the Alexandria Biology Laboratories webpage:

<http://blogs.nvcc.edu/albio/>

*It is recommended that you print these documents out at the beginning of the semester to prevent internet connectivity issues from interfering with your studies.*

**EVALUATION**

The laboratory grade is **30%** of the course grade. Lab exams are used to evaluate your progress. ***A passing grade must be received in the laboratory in order to pass the course.*** A word bank will not be provided on Lab Exams.

**PRACTICALS (LAB EXAMS)**

***Four practical (written lab exams) will be given throughout the semester and (along with written activities from the lab manual listed on the last page of the syllabus) will total 200 points. There will also be a fetal pig dissection quiz worth 25 points & a group presentation worth 25 points (Total 250 points).***

***No unexcused makeup exams will be offered.*** Documented emergencies and extenuating circumstances will be considered. If the instructor is informed of the absence prior to the scheduled exam, arrangements may be made to take the exam at an alternative time designated by the instructor. A request made in writing must be made and the instructor should be left with phone numbers (work and home) to make such arrangements. Permission to take the exam will only be granted for legitimate reasons. ***No Exceptions.***

***If school is closed on the day a practical is scheduled, the evaluation will be given during the next lab session.***

### **EXTRA CREDIT**

Throughout the semester you may be assigned 0 to 20 points (maximum total) of extra credit to be applied to your laboratory grade. Assigned extra credit assignments may include but are not limited to pre- and post-lab quizzes, bonus exam questions, and topic review questions. Extra credit assignments will be assigned at the sole discretion of the instructor.

### **EQUIPMENT**

All work surfaces must be kept clean and neat. Laboratory equipment and supplies must be properly used and maintained; a grade penalty may be imposed if not adhered to. ***This is especially important in the handling and maintaining of microscopes.*** Protective goggles must be purchased for dissection activities.

### **LABORATORY CONDUCT**

***Food and beverages are not permitted in the laboratory. Please turn off your cell phones, alarm watches, etc. during the laboratory session.*** A report of abusive behavior on the part of any student in working with the personnel in the Science Lab may result in the student receiving an “F” for the course.

***Open toed shoes must not be worn in the laboratory. If the lab you are performing requires goggles, you must wear them. You will be dismissed from the laboratory for that day if you are not obeying the safety rules.***

### **ACADEMIC HONESTY**

Each student is expected to maintain the highest standards of honesty and integrity in academic matters. Cheating is a violation of professional ethics and college policy. Any student found cheating will result in an automatic failure of that assignment with possible expulsion from the course, after which NVCC reserves the right to take further disciplinary action. Cheating involves BOTH giving and receiving information that is to be carried out individually. Plagiarism is also considered cheating and includes (but is not limited to) copying your classmates' work or published works without providing proper citations.

### **SPECIAL NEEDS**

If you have special needs, problems and/or require special accommodations, please address these with me at the beginning of the session. Reasonable accommodations will only be made for students who have a verifiable need. If you are seeking accommodations based on a disability, you *must* provide a disability sheet, which can be obtained from the counselor for special needs.

### **SCHOOL CLOSING AND EMERGENCY AND EVACUATION PLAN**

In the event of inclement weather, please check the NVCC homepage for school closing information. If the college is scheduled to re-open at a time when at least 45 minutes of class would remain, you will be required to attend class.

A framed emergency evacuation plan is located near the door in the classroom. This plan describes the evacuation procedures and route that must be followed in case of emergency. If an event occurs that requires evacuation, do not use the elevators, and once outside move at least 300 feet away from the building. Before leaving you should take all personal belongings, as time permits, because there is no assurance that you will be allowed to return. I will assist any individual with mobility disabilities in exiting the building.

## Group Presentation Requirements

1. You will be combined into groups of **2-4 students** & assigned a topic (organ system) that will be the focus of your presentation. The topics for selection are as follows:
  - a. *Nervous system*
  - b. *Endocrine system*
  - c. *Cardiovascular system*
  - d. *Respiratory system*
  - e. *Lymphatic/Immune system*
  - f. *Digestive system*
  - g. *Urinary system*
  - h. *Reproductive system*
  
2. Once a topic has been assigned, your group will be responsible for identifying **one disorder** associated with your assigned organ system.
  
3. The **criteria for the oral presentation** are as follows:
  - a. As a group, you will describe the disease that you have chosen. The description of the disease needs to include, but is not limited to, the following:
    - *short history of disease*
    - *most common symptoms*
    - *underlying physiological cause(s)\**
    - *most common treatments*
    - *current clinical trials looking at both curative & palliative therapies*

\*Ex. **WRONG**: Overeating & consumption of mass quantities of fast food cause coronary artery disease.

\*Ex. **CORRECT**: Coronary artery disease results from the build up of atherosclerotic plaques in coronary arteries leading to reduced blood flow and inadequate supply of oxygen to the myocardium. Arteriosclerosis is defined as the thickening of arterial walls and is almost always associated with a loss of elasticity. Specifically, atherosclerosis results by the build up of plaques created by the deposition of low density lipoproteins in the...etc.

*If you don't understand what I am trying to illustrate here about physiological causes, come and speak with me directly.*
  - b. You must cite the sources you use for your presentation. **APA format** should be used.
  - c. During your talk, each member of the group must be involved equally in the presentation.
  - d. The presentation is not to exceed **15 minutes** (and should be no shorter than 12 minutes). This is a hard time line. You will be stopped if your presentation exceeds 15 minutes.
  - e. Following the presentation, your group will field questions from the audience.
  - f. Presentations will be given in lab on **4.21.2020**. Equipment for PowerPoint presentations will be made available.
  - g. A copy of your PowerPoint presentation, as well as a list of your APA-formatted references, should be given to your instructor on **4.21.2020**.

The presentation will be worth **25 points**.

This is a team building assignment that will require you to communicate with your team partner(s). Up front, you should exchange e-mail addresses and phone numbers and try and identify times when you can meet to discuss your work. In addition, this assignment also introduces you into database searching and will provide you with the ability to successfully research a medical topic you find important or are required to do so in the future.

**BIO 142 — Human Anatomy & Physiology II**  
**2<sup>nd</sup> 8 week Laboratory Schedule**

*If weather conditions cause the cancellation of a lab that involves a quiz or practical, the evaluation will take place during the next lab period.*

Week	Date	Topic	Lab Units/Exercises*
1	Mar 17	<i>No lab</i>	
2	Mar 19	Laboratory Policies/Schedule	Documents on bio lab website
3	Mar 24	Library database search demonstration Group Term Assignment – Topic selection	Documents on bio lab website
4	Mar 26	The Endocrine System Blood	Unit 18 Unit 19
5	Mar 31	Anatomy of the Heart Physiology of the Heart	Unit 20 Unit 21
6	Apr 2	<b>*Pre &amp; Post Lab Activities (20 pts) – Units 18-21</b> <b>Lab Exam 1 (30 pts) – Units 18-21</b> Anatomy of Blood Vessels Circulatory Pathways & the Physiology of Blood Vessels	Unit 22 & Blood Vessel Printout Unit 23
7	Apr 7	Blood Vessels (continued) The Lymphatic System	Units 22, 23 Unit 24
8	Apr 9	Anatomy of the Respiratory System Physiology of the Respiratory System	Unit 25 Unit 26
9	Apr 14	<b>*Pre &amp; Post Lab Activities (20 pts) – Units 22-26</b> <b>Lab Exam 2 (30 pts) – Units 22-26 &amp; Blood Vessel Printout</b> <i>Additional activities to be announced by instructor</i>	
10	Apr 16	Anatomy of the Digestive System Physiology of the Digestive System	Unit 27 Unit 28
11	Apr 21	<i>Group presentation PowerPoint slides due (25 pts)</i>	
	Apr 22-24	Science Symposium	
12	Apr 23	Anatomy of the Urinary System Physiology of the Urinary System	Unit 29 Unit 30
13	Apr 28	<b>*Pre &amp; Post Lab Activities (20 pts) – Units 27-30</b> <b>Lab Exam 3 (30 pts) – Units 27-30</b> Reproduction & Development	Unit 31
14	Apr 30	Fetal Pig Dissection <a href="https://www.whitman.edu/academics/departments-and-programs/biology/virtual-pig">https://www.whitman.edu/academics/departments-and-programs/biology/virtual-pig</a> <b>Fetal Pig Quiz (25 pts)</b>	Pig Dissection Exercises #1-9
15	May 5	<b>*Pre &amp; Post Lab Activities (20 pts) – Unit 31</b> <b>Lab Exam 4 (30 pts) – Unit 31</b>	

\* Human Anatomy & Physiology Laboratory Manual (Fetal Pig Version) by Catharine Whiting, 2<sup>nd</sup> Edition

**\*Pre & Post Lab Activities**    *(Note: Units 28 & 30 include answering questions from the lab activities)*

- Unit 18** — **Pre Lab:** pg 400-401 (Activity 1, 2, 3)  
**Post Lab:** pg 415-418 (Activity 1, 2, 3 plus Review Questions & Concept Mapping)
- Unit 19** — **Pre Lab:** pg 420-421 (Activity 1, 2, 3, 4, 5)  
**Post Lab:** pg 433-438 (Activity 1, 2, 3, 4, 5 plus Review Questions & Concept Mapping)
- Unit 20** — **Pre Lab:** pg 440-442 (Activity 1, 2, 3, 4)  
**Post Lab:** pg 451-454 (Activity 1, 2, 3, 4 plus Review Questions & Concept Mapping)
- Unit 21** — **Pre Lab:** pg 456-457 (Activity 1, 2)  
**Post Lab:** pg 467-470 (Activity 1, 2 plus Review Questions & Concept Mapping)
- Unit 22** — **Pre Lab:** pg 472-473 (Activity 1, 2, 3, 4)  
**Post Lab:** pg 491-498 (Activity 1, 2, 3, 4 plus Review Questions & Concept Mapping)
- Unit 23** — **Pre Lab:** pg 500-501 (Activity 1, 2, 3, 4, 5)  
**Post Lab:** pg 513-516 (Activity 1, 2, 3, 4, 5 plus Review Questions & Concept Mapping)
- Unit 24** — **Pre Lab:** pg 518-519 (Activity 1, 2, 3)  
**Post Lab:** pg 533-536 (Activity 1, 2, 3 plus Review Questions & Concept Mapping)
- Unit 25** — **Pre Lab:** pg 538-539 (Activity 1, 2)  
**Post Lab:** pg 549-552 (Activity 1, 2 plus Review Questions & Concept Mapping)
- Unit 26** — **Pre Lab:** pg 554-556 (Activity 1, 2, 3, 4)  
**Post Lab:** pg 567-570 (Activity 1, 2, 3, 4 plus Review Questions & Concept Mapping)
- Unit 27** — **Pre Lab:** pg 572-573 (Activity 1, 2, 3)  
**Post Lab:** pg 593-598 (Activity 1, 2, 3 plus Review Questions & Concept Mapping)
- Unit 28** — **Pre Lab:** pg 600 (Activity 1, 2, 3, 4)  
**Lab Activities:** pg 601-608 (Answer all questions on these pages)  
**Post Lab:** pg 609-612 (Activity 1, 2, 3, 4 plus Review Questions & Concept Mapping)
- Unit 29** — **Pre Lab:** pg 614-615 (Activity 1, 2, 3)  
**Post Lab:** pg 627-630 (Activity 1, 2, 3 plus Review Questions & Concept Mapping)
- Unit 30** — **Pre Lab:** pg 632-633 (Activity 1, 2, 3)  
**Lab Activities:** pg 634-643 (Answer all questions on these pages)  
**Post Lab:** pg 645-648 (Activity 1, 2, 3 plus Review Questions & Concept Mapping)
- Unit 31** — **Pre Lab:** pg 650-652 (Activity 1, 2, 3, 4, 5, 6)  
**Post Lab:** pg 677-682 (Activity 1, 2, 3, 4, 5, 6 plus Review Questions & Concept Mapping)