Disclaimer
This syllabus is to be used as a guideline only. The information provided is a summary of topics to be covered in the class.
Information contained in this document such as assignments, grading scales, due dates, office hours, required books and materials may be from a previous semester and are subject to change. Please refer to your instructor for the most recent version of the syllabus.

Arizona State University Online
BIO 201 - Human Anatomy & Physiology I
Lecture and Laboratory (4 credits)

Faculty

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Catalog Description

Biology 201 is the study of structure and function of the human body. Topics include: Surface Anatomy, Chemistry, Cells, Genetics, Histology, Integumentary System, Skeletal System, Joints, Muscular System, Central/Peripheral/Autonomic Nervous Systems and Sense Organs.

Course Overview

BIO 201 is the first course in a two-part series. BIO 201 reviews basic biology and chemistry, and then leads into some of the major body systems: Integumentary, Skeletal, Muscular and Nervous. The course is comprised of both lecture and lab. Please be aware that some BIO 201 course content may be considered sensitive - including, but not limited to graphic images of the human body.

Learning Outcomes

At the completion of this course, students will be able to:

- Apply the Scientific Method
- Describe and apply anatomical terminology
- Describe the composition and organization of carbohydrates, lipids, proteins and nucleic acids and explain the biological role of each.
- Describe the structure and function of cellular organelles
- Outline the movement of materials across a plasma membrane.
- Distinguish and describe the histology, location and function of major tissue types.
- Describe the structure and function of the integumentary system.
- Describe the structure and function of the skeletal system.
- Describe the structure and function of the muscular system.
- Describe the structure and function of the nervous system.
- Describe the structure and function of the sense organs.
- Define homeostasis and explain specific examples for the integumentary, skeletal, muscular, and nervous systems.

Course Materials

1. **Textbook**: Anatomy & Physiology: The Unity of Form and Function by Kenneth Saladin, 8th edition (8e), McGraw-Hill
   A hardcopy of the textbook can be purchased from a variety of online vendors, or you may just use the e-book, which is already bundled with the web materials (see below). You may also use a 6th or 7th edition hardcopy of the text to save some $. If you use an older edition of the text, you will still need 8th edition Connect Access (see below).

2. **Connect Website**: McGraw-Hill Connect for Saladin 8e
   The majority of your course assignments will be completed through Connect. To purchase access, or register, just click the "Connect Assignments" tab to the left in blackboard, or access Connect under any weekly heading. Purchasing Connect gives you access to the materials for two semesters if the courses are taken within 9 months of each other. That means you pay once for both BIO 201 and 202!

3. **Anatomy & Physiology Revealed (APR)** - this is interactive, virtual cadaver dissection software through McGraw-Hill, and it is amazing! Access to APR is included with your purchase of Connect, and will be accessed through the Connect website. There is no additional charge for APR.

4. **LearnSmart Labs** - these are virtual anatomy and physiology labs. Access to Learnsmart Labs is included with your purchase of Connect, and will be accessed through the Connect website. There is no additional charge for Learnsmart Labs.

5. **Lab Dissection Kit** - this kit will include biological specimens for hands-on dissection. Purchase the BIO 201 kit at www.Sterlexlabs.com. If you will also be taking BIO 202, you can save some money by purchasing the BIO 201/202 combo kit, rather than purchasing the two kits separately.

Course Topics, Schedule, & Grading

Activities used for instruction and assessment of learning include: discussion/presentations; textbook and supplemental readings; individual and group activities/assignments; hands-on dissections and case scenarios.

Grading

Grade Percentage Points Range
A 90 – 100% 900-1000 points
B 80 – 89% 800-899 points
C 70 – 79% 700-799 points
D 60 – 69% 600-699 points
E/F Below 60% 599 and below

Grading Procedure

Grades reflect your performance on assignments and adherence to deadlines. Most graded assignments will be available within 72 hours of the due date via the Gradebook or in Connect. Lab quizzes and lab practical exams contain numerous fill-in-the-blank questions which must be hand-graded. Lab Report grades will be available within two weeks of the due date.

All weekly assignments are due at 11:59 PM Arizona time on Tuesday of each week. There is a 24 hour grace period for completion of assignments, therefore the final weekly deadline is 11:59 PM Arizona time on Wednesday each week. This grace period is to be used in cases of emergency. If an unavoidable issue occurs, you may use Wednesday to complete assignments. If you choose to put off assignments until Wednesday and then experience any personal or technical issues, please be aware that you may not have enough time to fix the situation and deadlines for due dates will NOT be extended for any reason. Exams MUST be completed by the Tuesday due date. If technical issues arise with an exam, accommodations can be made to take the exam during the grace period, but this is only permitted with a verifiable (documented) emergency and you must obtain instructor permission.

Proctored Exams

Due to the nature and importance of the subject matter, all lecture and lab exams for BIO 201 will be Proctored through RPNow Software Secure. No notes will be permitted. There are four lecture exams and two lab practical exams. Please go to http://www.softwaresecure.com/product/remote-proctor-now/ for more information. For all exams you will need to be in a secure environment and your computer will have to be equipped with a functioning camera and microphone. You are not permitted to take exams in a public place, in the presence of other people, in a vehicle, etc. You are not allowed to leave the presence of your online proctor for any reason during an exam.

Communicating With the Instructor

This course uses a discussion board called "Hallway Conversations" for general questions about the course. Prior to posting a question, please check the syllabus, announcements, FAQ document and existing posts. If you do not find an answer, post your question. You are encouraged to respond to the questions of your classmates. Students must maintain a cordial atmosphere and use tact in hallway conversations. Inappropriate or rude posts may be deleted by the instructor.

Email questions of a personal nature to your instructor (Delon.Washo@asu.edu). You can expect a response within 24 hours.

Address any Connect/Learnsmart lab technical issues to McGraw-Hill Tech Support at 1-855-423-9041 (always tell the technician that you access Connect/LearnSmart Labs through Blackboard)

Online Course - This is an online course. There are no face-to-face meetings.

Email and Internet

ASU email is an official means of communication among students, faculty, and staff. Students are expected to read and act upon email in a timely fashion. Students bear the responsibility of missed messages and should check their ASU-assigned email regularly.
All instructor correspondence will be sent to your ASU email account.

Course Time Commitment

This four-credit, lab-based course requires approximately 20-25 hours of work each week. Some students may spend more time, and some may spend less. Please budget your time each week. It is recommended that you spend time each day reading assignments, watching lectures and completing lecture and lab assignments. If you save all of your work until the weekend, you likely will not have time to effectively learn the material and complete assignments.

Late or Missed Assignments

No late assignments will be accepted! The online forum requires the use of technology, and sometimes students may experience technological issues. Students will not be granted any extensions for assignments due to technical issues, therefore it is strongly recommended that all assignments are completed and submitted 24 hours prior to the final due date/time. Published assignment due dates (Arizona time) are firm. Please follow the appropriate University policies to request an accommodation for religious practices or to accommodate a missed assignment due to University-sanctioned activities. Since you are allotted the entire week to complete most assignments, no extensions will be granted for missed work due to religious practices, holidays or University-sanctioned activities.

Due to the accelerated nature of an online course, extended absences are not permitted. Students will need to withdraw from the course for absences that will cause a student to miss a week or more of assignments.

Submitting Assignments

All assignments, unless otherwise announced, MUST be submitted to the designated area of Blackboard. Do not submit an assignment via email.

Drop and Add Dates/Withdrawals

This course adheres to a compressed schedule and may be part of a sequenced program, therefore, there is a limited timeline to drop or add the course. Consult with your advisor and notify your instructor to add or drop this course. If you are considering a withdrawal, review the following ASU policies: Withdrawal from Classes, Medical/Compassionate Withdrawal, and a Grade of Incomplete.

Grade Appeals

You must contact your TA or instructor within one week of a grade posting if you want to dispute any question/grade on an assignment, quiz or exam. You must provide the question and a statement of what the issue is or why you believe that your answer was correct for each disputed question. Final course grade disputes must first be addressed by discussing the

situation with the instructor. If the dispute is not resolved with the instructor, the student may appeal to the department chair per the University Policy for Student Appeal Procedures on Grades.

Student Conduct and Academic Integrity

ASU expects and requires its students to act with honesty, integrity, and respect. Required behavior standards are listed in the Student Code of Conduct and Student Disciplinary Procedures, Computer, Internet, and Electronic Communications policy, ASU Student Academic Integrity Policy, and outlined by the Office of Student Rights & Responsibilities. Anyone in violation of these policies is subject to sanctions.

Students are entitled to receive instruction free from interference by other members of the class. An instructor may withdraw a student from the course when the student's behavior disrupts the educational process per Instructor Withdrawal of a Student for Disruptive Classroom Behavior.

Appropriate online behavior (also knows as netiquette) is defined by the instructor and includes keeping course discussion posts focused on the assigned topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board posts may be deleted by the instructor.

The Office of Student Rights and Responsibilities accepts incident reports from students, faculty, staff, or other persons who believe that a student or a student organization may have violated the Student Code of Conduct.

Academic honesty is expected of all students in all examinations, papers, and laboratory work, academic transactions and records. The possible sanctions include, but are not limited to, appropriate grade penalties, course failure (indicated on the transcript as a grade of E), course failure due to academic dishonesty (indicated on the transcript as a grade of XE), loss of registration privileges, disqualification and dismissal. For more information, see http://provost.asu.edu/academicintegrity

Students are expected to complete the course evaluation. The feedback provides valuable information to the instructor and the college and is used to improve student learning. Students are notified when the online evaluation form is available.

Prohibition of Commercial Note Taking Services

In accordance with ACD 304-06 Commercial Note Taking Services, written permission must be secured from the official instructor of the class in order to sell the instructor's oral communication in the form of notes. Notes must have the notetaker's name as well as the instructor's name, the course number, and the date.
Course Evaluation

Syllabus Disclaimer

The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. Please remember to check your ASU email and the course site often.

Accessibility Statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at the Disability Resource Center (DRC) facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities.

Qualified students with disabilities may be eligible to receive academic support services and accommodations. Eligibility is based on qualifying disability documentation and assessment of individual need. Students who believe they have a current and essential need for disability accommodations are responsible for requesting accommodations and providing qualifying documentation to the DRC. Every effort is made to provide reasonable accommodations for qualified students with disabilities.

Qualified students who wish to request an accommodation for a disability should contact their campus DRC.

- Tempe Campus - http://www.asu.edu/studentaffairs/ed/drc/
480-965-1234 (Voice); 480-965-9000 (TTY)
- Polytechnic Campus - http://www.asu.edu/studentaffairs/ed/drc/
480-727-1165 (Voice); 480-727-1009 (TTY)
- West Campus - http://www.west.asu.edu/drc/
University Center Building (UCB), Room 130; 602-543-8145 (Voice)
- Downtown Phoenix Campus and ASU Online - http://campus.asu.edu/downtown/DRC
University Center Building, Suite 160; 602-496-4321 (Voice); 602-496-0378 (TTY)

Computer Requirements

This course requires a computer with Internet access and the following:

- A web browser (Chrome, Internet Explorer, Mozilla Firefox, or Safari)
- Adobe Acrobat Reader (free)
- Adobe Flash Player (free)
- Webcam, microphone and speaker

Technical Support

This course uses Blackboard to deliver content. It can be accessed through MyASU at http://my.asu.edu or the Blackboard home page at https://myasucourses.asu.edu
To monitor the status of campus networks and services, visit the System Health Portal at http://syshealth.asu.edu/.
To contact the help desk call toll-free at 1-855-278-5080.

Student Success - This is an online course. To be successful:

- check the course daily to read announcements
- read and respond to course email messages as needed
- complete assignments by the due dates specified
- communicate regularly with your instructor and peers
- create a study and/or assignment schedule to stay on track

Sample Course Schedule – dates, assignments and points may vary each semester

Print off a copy of this schedule and check off assignments as you complete them, so that you don't miss anything!

All assignments are due at **11:59PM Arizona time on Tuesday** of each week. There is a 24 hour grace period for completion of assignments (except exams), therefore the final weekly deadline is 11:59PM on Wednesday each week. This grace period is to be used in cases of emergency only. If an unavoidable issue occurs over the weekend, you may use Wednesday to complete assignments. If you choose to put off assignments until Wednesday and then experience any issues (including, but not limited to, internet connectivity problems, power outages, error in the RPNow system, blackboard issues, personal issues), please be aware that you may not have enough time to fix the situation and **deadlines for due dates will NOT be extended for ANY reason!** DO NOT plan on taking exams during the Wednesday grace period! It is for verifiable emergencies only, and you must obtain permission from your instructor ahead of time to take an exam during the grace period!

WEEK 1 5/16-5/22	Introduction	Syllabus Quiz in Blackboard Discussion topic in Blackboard (Week 1 homepage)	5 5
	Lecture: Chapter 1 Introduction	Chapter 1 Learnsmart (LS1) in Connect Chapter 1 Worksheet in Connect Chapter 1 Quiz in Connect	4 ec 10 10
	Lab: Language of Anatomy	Use APR in Connect to study Body Orientation Language of Anatomy Worksheet in Connect Language of Anatomy Quiz in **Blackboard (this quiz is located in blackboard week 1 course content - not in connect!)**	0 10 10
	Lab: Scientific Method	LearnSmart Labs (in Connect) - Scientific Method	10
	Lecture: Chapter 2 Chemistry of Life	Chapter 2 Learnsmart (LS2) in Connect Chapter 2 Worksheet in Connect Chapter 2 Quiz in Connect	4 ec 10 10

	Lab: Enzymes	LearnSmart Labs (in Connect) – Enzymes	10
	Lecture: Chapter 3 Cells	Chapter 3 Learnsmart (LS3) in Connect Chapter 3 Worksheet in Connect Chapter 3 Quiz in Connect	4 ec 10 10
WEEK 2 5/23-5/29	Lab: Membrane Transport	LearnSmart Labs (in Connect) - Diffusion LearnSmart Labs(in Connect) – Osmosis	10 10
	Lecture: Chapter 5 Histology	Chapter 5 Learnsmart (LS5) in Connect Chapter 5 Worksheet in Connect Chapter 5 Quiz in Connect	4 ec 10 10
	Lab: Histology	Use APR in Connect to study Histology Histology Worksheet in Connect Histology Quiz in **Blackboard**	0 10 10
	Lecture Exam 1	Introduction (Chapter 1), Atlas A, Chemistry (Chapter 2), Cells (Chapter 3), Histology (Chapter 5) - **PROCTORED**	100
	Lecture: Chapter 6 Integumentary	Chapter 6 Learnsmart (LS6) in Connect Chapter 6 Worksheet in Connect Chapter 6 Quiz in Connect	4 ec 10 10
WEEK 3 5/30-6/5	Lecture: Chapter 7 Bone Tissue	Chapter 7 Learnsmart (LS7) in Connect Chapter 7 Worksheet in Connect Chapter 7 Quiz in Connect	4 ec 10 10
	Lecture: Chapter 9 Joints	Chapter 9 Learnsmart (LS9) in Connect Chapter 9 Worksheet in Connect Chapter 9 Quiz in Connect	4 ec 10 10
	Lab: Skeletal System	Use APR in Connect to study the Skeletal System Chapter 8 Learnsmart (LS8) in Connect Skeletal System Worksheet in Connect Skeletal System Quiz in Connect	0 4 ec 10 10
	Lab Practical Exam 1	Language of Anatomy, Scientific Method, Diffusion, Osmosis, Enzymes, Histology, Skeletal System - **PROCTORED**	50

WEEK 4 6/6-6/12	Lecture Exam 2	Integumentary System (Chapter 6), Bone Tissue (Chapter 7), Joints (Chapter 9) - **PROCTORED**	100
	Lecture: Chapter 11 Muscle Tissue	Chapter 11 Learnsmart (LS11) in Connect Chapter 11 Worksheet in Connect Chapter 11 Quiz in Connect	4 ec 10 10
	Lab: Muscle Physiology	LearnSmart Lab (in Connect) – Muscle Structure & Function LearnSmart Labs(in Connect) – Electromyography (EMG)	10 10
	Lab: Muscles	Use APR in Connect to study the Muscular System Muscles Worksheet in Connect Chapter 10 Learnsmart (LS10) in Connect Muscles Quiz in Blackboard – due next week	Not du until next week!
	Lecture: Chapter 12 Nervous Tissue	Chapter 12 Learnsmart (LS12) in Connect Chapter 12 Worksheet in Connect Chapter 12 Quiz in Connect	4 ec 10 10
WEEK 5 6/13-6/19	Lecture: Chapter 13:Spinal Cord, Spinal Nerves & Reflexes	Chapter 13 Learnsmart (LS13) in Connect Chapter 13 Worksheet in Connect Chapter 13 Quiz in Connect Discussion Topic in blackboard - vaccinations	4 ec 10 10 10
	Lecture Exam 3	Muscle (Chapter 11) and Nervous Tissue (Chapter 12), Spinal Cord/Nerves, Reflexes (Chapter 13) - **PROCTORED**	100
	Lab: Muscles con't.	Chapter 10 Learnsmart (LS10) in Connect Muscles Worksheet in Connect Muscles Quiz in Blackboard	4ec 10 10
	Lab: Reflexes	LearnSmart Labs (in Connect) - Reflex Arcs and Reflexes	10
	Lecture: Chapter 14 Brain & Nerves	Chapter 14 Learnsmart (LS14) in Connect Chapter 14 Worksheet in Connect Chapter 14 Quiz in Connect	4 ec 10 10
WEEK 6 6/20-6/26 *Note: Class ends on June 26th, so there is no grace period this week. All week 6 assignments	Lab: Brain & CN	Use APR in Connect to study the Nervous System Brain & Cranial Nerves Worksheet in Connect Hands-on Brain Dissection – lab kit Brain and Cranial Nerves Quiz in Blackboard	0 10 10 10
	Lecture: Chapter 15 ANS	Chapter 15 Learnsmart (LS15) in Connect Chapter 15 Worksheet in Connect Chapter 15 Quiz in Connect	4 ec 10 10

are due on Tuesday, June 26th!	Lecture: Chapter 16 Senses	Chapter 16 Learnsmart (LS16) in Connect Chapter 16 Worksheet in Connect Chapter 16 Quiz in Connect	4 ec 10 10
	Lab: Senses	Use APR to study the Nervous System – Vision & Hearing Senses Worksheet in Connect Hands-on Eye Dissection – lab kit LearnSmart Labs (in Connect) - Eyes and Vision Senses Quiz in Blackboard	0 10 10 10 10
	Lecture Exam 4	Brain and Cranial Nerves (Chapter 14), ANS (Chapter 15), Senses (Chapter 16) - **PROCTORED**	100
	Lab: Practical Exam 2	Muscles, Muscle Physiology, Brain and Cranial Nerves, Reflexes, Senses - **PROCTORED**	50