**West Valley College**  
**Biology 47 - Human Anatomy – Spring 2017**

**Syllabus / Lab safety Quiz**
Due: Feb. 9th

Answer all True false questions on a scantron (#882) True (A) / False (B)

1. ___ Human Anatomy is a 5 unit semester lecture and laboratory course. It is acceptable for credit at the University of California and California State Universities.
2. ___ Students can enroll in either the lecture or the lab portion of the course. You do not need to take both lecture and lab simultaneously.
3. ___ Anatomy does not have any prerequisites, BUT it is recommended that students take a high school or college biology course.
4. ___ Biology 47 meets for lecture twice a week for 3 hours and for lab twice a week for six hours. Total in class time per week is 9 hours.
5. ___ Because Biology 47 is being taught at a community college, you can expect the academic rigor (difficulty) of the course to be less than you would find at a UC or Cal State university.
6. ___ The use of human cadavers throughout the course is extensive, as every body system will require cadaver observations and handling by students. In addition, most of the practical exams will also use the cadavers.
7. ___ Students are expected to attend and participate in ALL lectures and lab classes. Any student absent from 6 or more class sessions – 10% of the class (lab &/or lecture) may be dropped from the course by the instructor.
8. ___ If you decide to drop the course, simply just stop showing up and your instructor will drop you. You do not need to fill out any paperwork or go online to drop the class.
9. ___ To get the most out of this class you should expect to devote as much as 20-25 hours a week in and out of class. For the average student to earn the average grade they should devote 2 hours outside of class to learn the information presented in an hour of class.
10. ___ The only required material for the class is textbook *Human Anatomy* By Martini, Timmons, McKinley, the lab manual is an optional text.
11. ___ Any Human Anatomy text can be substituted for the Martini Text. However, it is the student’s responsibility to make sure that they are reading the appropriate material in preparation for lecture and lab.
12. ___ Online textbook resources are available with the textbook Access code. This course has a specific course ID number to access the online resources. The Mastering activities listed will not be officially. There may also be activities assigned that do not directly relate to what we have covered in lecture or lab. The activities are entirely optional but may be very helpful if you choose to use them.
13. ___ You are required to have at least 5 test scantrons (882-E) and 10-12 quiz scantrons (815-EZ) for testing purposes.
14. ___ Students will be asked to participate in labs on a voluntary basis only.
15. ___ If you email your instructor you can expect a response the same day.
16. ___ If you miss lecture or lab it is up to you to get the missing information from your fellow students. It is not appropriate to simply ask the instructor to email the notes / power point to you. It is highly recommended to exchange contact information with someone in the class.
17. ___ Lectures will be used to present, clarify, and expand on information presented in your book and laboratory manual. We will follow a typical lecture format, class participation and involvement are both discouraged. Questions can only be answered after class.
18. ___ This course will have an active internet homepage which will be used throughout the semester. Students should expect to see homework, course updates, corrections, helpful web links, apps, study guides, lecture outlines, quiz and test reminders and grade postings. You should plan on visiting the website at least once a week.
19. ___ You are required to know all material presented in the textbook.
20. ___ The lecture handouts are available for you to download off of the course home page. Lecture outlines can be saved in a word format and a pdf format.
21. ___ Lecture outlines are designed to be used as replacement of taking lecture notes and reading the text.
22. ___ For the laboratory component of the course, you will be accountable for all information contained in the laboratory manual.

23. ___ You are allowed to take photos of the cadavers to aide you in your study.

24. ___ In addition to what is available in the lab some selected lab materials will be available for study outside of scheduled class hours in SM 55F.

25. ___ Luckily for us, the biology department has an excellent cleaning crew that will clean all of your materials and work space. You need only to take care of your own personal belongings.

26. ___ Disruptive conduct in lecture or lab is unacceptable. This includes late arrivals, disruptive talk, reading text messages and emails, surfing the web, cell phones, and music devices. Disruptive students will be asked to leave and may lose participation points.

27. ___ Although they are not assigned, at the end of all lecture handouts and labs are study questions and worksheets which are designed to help students gage their mastery of the material. It is highly recommended that students answer these questions, as many will be incorporated into the exams & quizzes.

28. ___ Use of any method other than your knowledge and memory (such as notes, looking on other students papers, communication between students etc.) to answer questions on an exam or quiz constitutes cheating and will result in failure of that exam or quiz and probable failure of the course. Remember cheating in such an important foundational course only cheats those that will be relying on you in the future.

29. ___ At the start of every lecture students will be required to sign in on an attendance card as a record of their presence. The attendance card will be turned in at the completion of lecture.

30. ___ There will be four (4) non-comprehensive practical exams given during the lab session. The exams will be only 2 hours long, so they will run from 8:15 – 10:15am for the first lab and from 1:00 – 3:00pm for the second lab.

31. ___ During an exam, students will NOT be allowed to leave the room for any reason once the exam has been administered. This includes: using the restroom, answering cell phones, etc. If you must leave the room you must turn in your exam and forfeit your remaining time. I will only grade the portion of the exam that you have completed. (Unless previous arrangements have been made)

32. ___ If there are any circumstance that precludes you from adhering to any of the exam procedures you must speak to your instructor BEFORE the exam for an exception to be made.

33. ___ In order to qualify for a make up exam you simply need to call the instructor within a week after the exam. You have at least three weeks after the exam to make it up. Only for the final exam will you need to have a documented excuse for missing the exam.

34. ___ There will be homework assigned throughout the semester to help students structure studying and organize material. Homework assignments will be posted online on the anatomy course home page along with the due date.

35. ___ There will be no homework assigned throughout the semester. Students will need to study independently and gage their mastery of the knowledge on their own.

36. ___ Quizzes cannot be made up under any circumstance, however the lowest two quiz grade will be dropped from your average.

37. ___ Periodically I will post your grades online on the anatomy course homepage.

38. ___ Which of the following is an appropriate excuse for missing an exam:
   a. You pulled the nightshift & didn’t get home until 3:00 in the morning, so you overslept
   b. You have the opportunity to go on an all expenses paid ski trip the day of the exam
   c. You are very ill in bed. You got a doctor’s note verifying your illness
   d. Your car wouldn’t start & your roommate already left for school, you couldn’t get a ride
   e. You scheduled your dentist appointment on the day of the exam

39. ___ Which of the following is considered cheating:
   a. You didn’t want to forget some of the terms you learned, so you wrote them on your desk top right before the exam
   b. You and your lab partner studied all night together. There is an answer that you knew last night but you can’t remember during the exam – so you ask them
   c. You are using your cell phone to help you with the terminology
   d. You glance over at you neighbor’s paper (accidentally) and see some of the answers
e. All of the above are forms of cheating!