



Summer 2015

Biology 497 Special Topics – Medical Terminology

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Course Description:	Biology 497 Special Topics – Medical Terminology (3 SCH, 3-0) This web-based courses utilizes a systems approach to the language of medicine, including the analysis and utilization of word roots, combining forms, prefixes, suffixes, and medical terms; emphasis on written and spoken medical vocabulary.
Academic Preparation for the Course:	Preferably a junior or senior biology major with a number of courses in biology such as genetics, cell biology, microbiology and human anatomy and physiology II
Place in the Biology Curriculum:	This course is an upper-division elective for undergraduate biology majors. Required for admission to some professional schools in health fields.
Computer Skills needed:	Basic computer skills and ability to use the internet are required. Students need to know how to post in the discussion board, upload files for the term paper assignment, and access internet sites
Accessibility:	Blackboard itself is ADA compatible. Website and videos used have Close Caption or an available text of the video.
Required	You must set up an account for the course content website (www.).

Textbooks/ Resources:	<p>Sign up for BIOL 497 Special Topics - (www.tamutmedterm.com). This will give you access to all of the course materials. The sign-up fee is discounted for A&M-Texarkana students at \$99.95</p> <p>You can purchase an optional hardcopy bound booklet for the course for about \$30. This will be available on the website. Support@cipcourses.com</p>
Course Delivery Method:	<p>Web-Based (Note, this course utilizes the online Caduceus Health and Medical Terminology course. Caduceus scores in the 95th percentile of online medical terminology course providers and is recognized as Quality Matters (QM) approved online content. QM is a national benchmark for online course design and delivery. The lead content of the Caduceus Medical Terminology course has earned the Quality Matters (QM) seal of approval.)</p>
Student Learning Outcomes:	<ul style="list-style-type: none"> • By the end of the course, the student will be able to: <ul style="list-style-type: none"> ○ Use the on-line medical terminology program to develop Medical & English language skills ○ Spell and define prefixes, suffixes, and stem words for selected medical words ○ Identify and explain the function of specific word parts ○ Describe how medical compound terms (words) are constructed ○ Build medical compound terms using multiple word parts in a combining form ○ Fracture and analyze key compound medical terms found on the Word Part Flashcards, Multiple Choice Questions, and Lecture Slides ○ Define key compound medical terms found on the flashcards, both literally and as commonly used. ○ Spell and define medical equipment, treatment, disease, and diagnostic compound terms ○ Identify visually and describe verbally some of the medical problems, disorders, and diseases presented in the lectures
Course Outline:	<p>This is a student centered interactive online computer based course. This course gives each student the opportunity to study and replay the actual audio-visual classroom lectures. This provides each student with the necessary word part and compound term memorization, repetition, and reinforcement to assure mastery of this unique language. Over 4000 pictures are found in this program to help you understand why specific word parts are selected to form the</p>

thousands of medical and English words (terms) that you will use regularly in your professional career.

TENTATIVE SCHEDULE:

- i. Overview
- ii. The Basics of Medical Terminology
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- iii. Body, Diagnosis, Equipment, Instruments, and Treatment
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- iv. Integrated Medicine
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- v. Musculoskeletal System
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- vi. Nervous System and Special Senses
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- vii. Circulatory (Cardio/vascular) System
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- viii. Respiratory System
 1. Lectures
 2. Activities
 3. Practice
 4. Chapter Quiz
- ix. Integumentary (Skin) System
 1. Lectures
 2. Activities

	<ul style="list-style-type: none"> 3. Practice 4. Chapter Quiz x. Digestive System <ul style="list-style-type: none"> 1. Lectures 2. Activities 3. Practice 4. Chapter Quiz xi. Urinary/Urogenital Systems <ul style="list-style-type: none"> 1. Lectures 2. Activities 3. Practice 4. Chapter Quiz xii. Reproductive Systems and Venereal Disease <ul style="list-style-type: none"> 1. Chapter Quiz xiii. Endocrine System <ul style="list-style-type: none"> 1. Chapter Quiz <p>Final Exam Final Examination (Comprehensive)</p>
Methods of Evaluation:	<ul style="list-style-type: none"> a. Average of the Chapter Quizzes 50% b. Final Comprehensive Exam 25% c. Completion of all assignments 25% <p>All quizzes and the final exam are of the objective type (multiple-choice, true/false, matching or fill in the blank).</p>
Grading Scale:	A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, F = 0-59%
Student Participation:	<p>Students are responsible for beginning their participation on the FIRST CLASS DAY by logging on and completing assignments according to the COURSE MAP. Failure to submit online assignments between the first day of classes and the “university census date” (according to the university schedule) will result in an ADMINISTRATIVE DROP from the course. Your first assignment is to login to the discussion board and introduce yourself. Upload a photo.</p> <p>Participation Policy: Participation in the course will include posting on the course discussion modules and interacting with other students on the discussion board.</p> <p>Students who have federal loans and grants must be aware that participation is monitored in online courses. In the event a student withdraws from a course the student will be required to refund all federal funds prorated from the last date of participation. A student's last access to Blackboard would not</p>

	<p>suffice as participation. The required weekly activity could include a comment to a blog, a discussion board posting, a journal entry, a quiz or exam, a submitted assignment, or other measurable and tracked activity.</p> <p>Course Etiquette: Informal class participation is welcome. Please do not make comments that are off the subject or that impede the progress of the class.</p>
Disability Accommodations:	Students with disabilities may request reasonable accommodations through the A&M-Texarkana Disability Services Office by calling 903-223-3062.
Academic Integrity:	Academic honesty is expected of students enrolled in this course. Cheating on examinations, unauthorized collaboration, falsification of research data, plagiarism, and undocumented use of materials from any source constitute academic dishonesty and may be grounds for a grade of 'F' in the course and/or disciplinary actions. For additional information, see the university catalog.
Drop Policy:	To drop this course after the census date (see semester calendar), a student must complete the Drop/Withdrawal Request Form, located on the University website Dropping/Withdraw a Class) or obtained in the Registrar's Office. The student must submit the signed and completed form to the instructor of each course indicated on the form to be dropped for his/her signature. The signature is not an "approval" to drop, but rather confirmation that the student has discussed the drop/withdrawal with the faculty member. The form must be submitted to the Registrar's office for processing in person, email Registrar@tamut.edu, mail (7101 University Ave., Texarkana, TX 75503) or fax (903-223-3140). Drop/withdraw forms missing any of the required information will not be accepted by the Registrar's Office for processing. It is the student's responsibility to ensure that the form is completed properly before submission. If a student stops participating in class (attending and submitting assignments) but does not complete and submit the drop/withdrawal form, a final grade based on work completed as outlined in the syllabus will be assigned.
A&M-Texarkana Email Address:	Upon application to Texas A&M University-Texarkana an individual will be assigned an A&M-Texarkana email account. This email account will be used to deliver official university correspondence. Each individual is responsible for information sent and received via the university email account and is expected to check the official A&M-Texarkana email account on a frequent and consistent basis. Faculty and students are required to utilize the university email account when communicating about coursework.

<p>Student Technical Assistance:</p>	<ul style="list-style-type: none"> • Your main source for help is noted on the Caduceus website. There is an extensive FAQ and online assistance. <p>For Blackboard problems:</p> <ul style="list-style-type: none"> • Solutions to common problems and FAQ's for your web-enhanced and web courses are found at this link: Student Distance Education Training. • If you cannot find your resolution there, you can send in a support request detailing your specific problem here: TAMU-T Technical Support • Blackboard Helpdesk contacts (office hours are: Monday - Friday, 8:00a to 5:00p) <p>Julia Allen (main contact) 903-223-3154 julia.allen@tamut.edu</p> <p>Nikki Thomson (alternate) 903-223-3083 nikki.thomson@tamut.edu</p> <p>Jayson Ferguson (alternate) 903-223-3105 jayson.ferguson@tamut.edu</p>
<p>Technical Requirements:</p>	<p>Minimum Windows PC Requirements:</p> <ul style="list-style-type: none"> • Pentium IV 1.5GHz+ (preferred: Core Duo) • 1 GB RAM minimum (preferred: 2 GB) • 128MB Video Card minimum - Sound Card is required for some courses • 56K modem minimum (Cable or DSL required for some courses) • Windows 2000, XP, Vista or 7 • Web browser (Internet Explorer 7.0+; Firefox 3.0+) • Microsoft Word, minimum Office 97 <p>Some courses will need plug-ins such as Flash player 10 +,</p>

QuickTime player 7.0+, Adobe Reader 9.0+, Java Runtime Environment (Java 1.6.0_15), Windows Media Player 10+, RealPlayer, and Macromedia/Adobe Shockwave.

Some online courses may also require a CD ROM (8x minimum, higher recommended)

Blackboard has certified the following browsers for computers running Windows Operating Systems:

- Internet Explorer 8 or 9 (IE is not supported on Windows XP)
- Mozilla Firefox 3.6+
- Google Chrome

Minimum Apple Macintosh Requirements:

- Intel Core 2.0GHz+
- 1 GB RAM (preferred: 2 GB)
- 128MB Video Card minimum - Sound Card is required for some courses
- 56K modem minimum (Cable or DSL required for some courses)
- Web browser (Firefox 3.0+ ; Safari 3.0+)
- Microsoft Word, minimum Office 97

Some courses will need plug-ins such as Flash player 10+, QuickTime player 7.0+, Adobe Reader 9.0+, Java Runtime Environment, RealPlayer, and Macromedia/Adobe Shockwave.

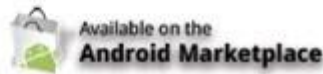
Some online courses may also require a CD ROM (8x minimum, higher recommended)

Blackboard has certified the following browsers for computers running Macintosh Operating Systems:

- Mac OS 10.2 (Jaguar): (Safari 1 is compatible)
- Mac OS 10.3 (Panther): Safari 1.2 (Firefox 1.5 is compatible)
- Mac OS 10.4 (Tiger): Safari 2 and Firefox 1.5
- Mac OS 10.5 (Leopard): (Firefox 2.0 is compatible)

I-OS and Android Devices

These devices are currently supported using the Blackboard Mobile App, available for free from your App Store or scan the code below:



To access Texas A&M University - Texarkana, there is an individual license fee of \$1.99 per year or \$5.99 lifetime. This fee gives you access to the university from all your (same platform) devices; it is not necessary to pay the fee for each device you own.

The instructor reserves the right to make changes to this syllabus as necessary.

Schedule

Topic	Quiz	Due Date
<u>Chapter 1</u>: Orientation Introduction & Table of Contents	Chapters 1-4	6/12/2015
<u>Chapter 2</u> : The Basics of Medical Terminology		
<u>Chapter 3</u> : Body, Diagnosis, Equipment, Instruments, and Treatment		
<u>Chapter 4</u> : Integrated Medicine		
<u>Chapter 5</u> : Self-Testing Flash Cards	Chapter 5 (Complete all flashcards) <i>Opens after completing the Quiz for Chapters 1-4</i>	6/19/2015
<u>Chapter 6</u> : Musculo/skeletal System	Chapter 6	6/26/2015
<u>Chapter 7</u> : Nervous System and Special Senses Lectures	Chapter 7 <i>Opens after completing the Quiz for Chapter 6</i>	7/3/2015

<p><u>Chapter 8</u> : Circulatory (Cardio/vascular) System Lectures</p>	<p>Chapter 8</p> <p><i>Opens after completing the Quiz for Chapter 7</i></p>	<p>7/10/2015</p>
<p><u>Chapter 9</u> : Respiratory System Lectures</p>	<p>Chapter 9</p> <p><i>Opens after completing the Quiz for Chapter 8</i></p>	<p>7/17/2015</p>
<p><u>Chapter 10</u> : Integumentary (Skin) System Lectures</p>	<p>Chapter 10</p> <p><i>Opens after completing the Quiz for Chapter 9</i></p>	<p>7/17/2015</p>
<p><u>Chapter 11</u> : Digestive System Lectures</p>	<p>Chapter 11</p> <p><i>Opens after completing the Quiz for Chapter 10</i></p>	<p>7/24/2015</p>
<p><u>Chapter 12</u> : Urinary System Uro/genital System</p>	<p>Chapter 12</p> <p><i>Opens after completing the Quiz for Chapter 11</i></p>	<p>7/24/2015</p>
<p><u>Chapter 13</u> : Reproductive Systems and Venereal Disease</p>	<p>Chapter 13</p> <p><i>Opens after completing the Quiz for Chapter 12</i></p>	<p>7/31/2015</p>

<p><u>Chapter 14</u> : Endocrine System_</p>	<p>Chapter 14</p> <p><i>Opens after completing the Quiz for Chapter 13</i></p>	<p>7/31/2015</p>
<p><u>Chapter 15</u> : Appendix and Bibliography REVIEW for ONLINE FINAL EXAM</p>	<p>Chapter 15</p> <p>(Review only – not included in grade)</p> <p><i>Opens after completing the Quiz for Chapter 14</i></p>	<p>8/7/2015</p>