

MIDSTATE COLLEGE
411 W. NORTHMOOR RD. PEORIA, IL 61614
(309) 692-4092 (800) 251-4299

Spring 2019

Course: BIO 111 Human Anatomy & Physiology I Laboratory

Credit: 2 Quarter Hours

Method of Delivery: Day Flex Learning

Campus Class Times: Room 503, Mondays 12: 30 pm – 2: 15pm [Campus Floor Plan](#)

Flex courses are taught both on-campus and through eLearning. Flex courses offer personalized learning where students can choose each week whether they want to attend on-campus, via eLearning, or both.

- On-campus = If a student attends an on-campus course, he or she will be counted as present.
- eLearning = To be considered in attendance for an eLearning course, the student must participate each week by submitting substantial, gradable work.

Course Description: This laboratory component of Human Anatomy and Physiology I is a study of the specific structure and function of the human body beginning with the cell and stressing the chemical processes important in maintenance of homeostasis. The systems studied include integumentary, skeletal, muscular, nervous and endocrine. Concurrent enrollment in lecture course BIO110 Anatomy and Physiology I is required. Course fees may apply.

Materials needed for this course: Textbook, lab handouts (download from BIO 111 Midstate elearning, internet, and the Connect access code ((which can be used to register for the lecture and lab course sections if used within 18 months of activating the access code)

(1) Textbook: Hole's Human Anatomy & Physiology, 14th Ed, with Connect 2 Semester Access Card

ISBN: 1259616371 from Midstate College Bookstore

Authors: David Shier, Jackie Butler, and Ricki Lewis

Publisher: McGraw-Hill, 2016,

The textbook can be purchased as an ebook access code. Contact the Midstate College Bookstore if you don't have an access code to the Connect textbook website from a previous term (or BIO course). Students can also contact the college bookstore about using their financial aid to purchase the textbook access code.

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Optional: Interested students can buy the 3- hole punched, loose leaf textbook version from McGraw-Hill Education by logging into the BIO 111 Connect website; look for the purchase menu tab under the textbook photo icon to buy with a credit card and ship the item directly to your mailing address. Or rent/buy a new (or used) printed textbook from other sources.

(2) Lab Manual: Anatomy and Physiology Laboratory Manual, 10th Ed
ISBN: 9780323528924 from Midstate College Bookstore

Authors: Kevin T. Patton

Publisher: Elsevier, 2019

Optional lab study resources: animation, glossary e-coloring book

new lab manuals should have lab access card <https://evolve.elsevier.com/patton/ap/lab>

(3) Lab Handouts: Students will download any supplemental lab activity instructions ([College home page](#) > Midstate elearning > Log in with college password.) Students will submit their lab homework online into weekly folders.

Textbook Website Access

It's easy to register for the BIO 111 Connect textbook website. Students will use their textbook access code (purchased from the college bookstore) and the Connect course website link (provided by the instructor) to register into the online textbook resources.

First, view this tutorial "How to Register into Connect" – [presentation slides](#) and [video link](#). Contact the instructor if you have questions about the Connect registration process.

If you have logged into Connect before, be sure to click "Sign Out" (top right corner menu tab) when you are registering for different BIO courses. Also Connect may not allow you to register for a different BIO course section.

Next, [use this BIO 111 Connect registration link](#) provided by the instructor. Follow the menu prompts. Click "My Courses" in the upper right corner to see the list of BIO courses you have access to Connect. Only students can [reset their password](#) to the Connect textbook website.

Lab Topics:

Microscope usage, histology, tissues and membranes, integumentary system, musculo-skeletal system, nervous system and sensory system, and endocrine system.

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Learning Objectives: Upon completion of this course, the student will be able to:

1. Identify basic atomic structure of element in biochemistry and the acids, bases and buffers.
2. Correctly use and maintain the microscope.
3. Learn proper microscope slide preparation of cells.
4. Identify the structures and describe the function of the parts of a cell.
5. Identify the type of tissues and describe those structures using correct terminology.
6. Identify the structure of eye, brain, bone, joint, and muscles using dissected samples.
7. Explain the tests used to investigate reflex, sight, taste and smell, and hearing and balance actions.
8. Recognize the body cavities and organs of the endocrine system and describe their functions.

Midstate Grading scale:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

Academic Integrity:

Academic integrity is a basic principle of the College's function. Midstate College students are expected to maintain a high level of academic honesty. Contrary actions may result in penalties such as failure of the assignment(s), a lesser grade on assignment(s), failure of the course and/or suspension from the College. The course instructor will review all submitted documents and supporting evidence in connection to the infraction. The course instructor will also review the student's personal file for other notifications of academic dishonesty before determining the level of action to be applied. The course instructor will complete the Academic Dishonesty Report form to document and describe the incident and actions taken, then kept on file. The student may appeal the decision to administration, whose decision will be final.

The following (plagiarism, cheating, deception, sabotage, computer misuse and copyright infringement) are included in the actions Midstate College considers behavior contrary to the academic integrity policy; however, the policy is not limited to these examples. Further discussion of consequences regarding academic dishonesty are addressed in the Student Handbook.

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Plagiarism:

Plagiarism is using another person's words, either by paraphrase or direct quotation, without giving credit to the author(s). Plagiarism can also consist of cutting and pasting material from electronic sources by submitting all or a portion of work for assignment credit. This includes papers, computer programs, music, sculptures, paintings, photographs, etc., authored by another person without explicitly citing the original source(s). These actions violate the trust and honesty expected in academic work. Plagiarism is strictly against the academic policy of Midstate College. Its seriousness requires a measured, forceful response which includes consequences for inappropriate and/or no citation.

In courses containing writing assignments, the College promotes the use of Turnitin which compares the student's writing against previously submitted papers, journals, periodicals, books, and web pages. Students and instructors can use this service to reduce the incidence of plagiarism. This electronic resource has been found to conform to legal requirements for fair use and student confidentiality. It is able to provide a report to the student indicating the parts of the assignment that match.

Student Success and Tutoring:

Contact Student Success: Room 110; (309) 692-4092, ext. 1100; studentsuccess@midstate.edu;

The Office of Student Success offers help in the following areas:

- Tutoring: Tutoring is encouraged for students who are doing their best to complete assignments yet still are experiencing difficulty in this course. Tutoring may be provided by the instructor outside of scheduled class times or through the office of Student Success.
- Writing assignment assistance: This may include learning how to conduct research; using proofreading tools such as Turnitin; outlining a topic; and applying MLA/APA standards.
- Math, accounting, and computer skills (including file management).
- Test-taking techniques.
- Note-taking skills development.
- Study skills development.
- Time management.

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Instructor Contact Information: Sharon Lee-Bond

Office Hours: By appointment so email the instructor to meet at the college campus, talk on the telephone or to meet online [using Zoom meetings \(free\)](#).

Midstate e-mail: sleebond@midstate.edu

eLearning Coordinator: Kaitlin Seaman kmseaman@midstate.edu

For questions and tutorials about Midstate eLearning (Moodlerooms) and the college email Office phone (309) 692 – 4092 Ext 1340 Room 134.

Policies and Procedures:

1. All work is to be completed on time. The student will have one week to complete any missed quiz.
2. All assignments are due 1 week after the scheduled lab activity at the beginning of the week Monday. If the assignments are not completed by the deadline, the grade will be recorded as zero.
3. Lab reports should be typed and in portfolio quality. Follow the template that you have been given. Lab reports are a one-person project.
4. Academic dishonesty is never tolerated and will be referred to the Dean.
5. If you don't understand instructions, ASK. Whenever you are unsure, ASK.
6. For all flex learning students – follow the course syllabus schedule of assignments and tests:
 - a. All work is to be completed on time unless unusual circumstances occur and then the student will notify the instructor. If approved, students will have one week maximum to complete the assignments.
 - b. All assignments are due 1 week after the scheduled lab activity at the beginning of the week **Monday**. If the assignments are not completed by the deadline, the grade will be recorded as zero.
 - c. If you don't understand instructions, ASK; whenever you are unsure, ASK.

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7. For students attending the on-campus lab classes:
 - a. All assignments (lab reports, lab questions) are due at the beginning of the next laboratory on-campus class meeting time. If the assignments are not completed by the deadline, the grade will be recorded as zero.
 - b. If students are late for class or leave early without prior instructor approval, the attendance/participation grade will be deducted by half.
 - c. Turn cell phones off during class. Calls can be returned during breaks. No text messaging will be allowed during class. Phones must not be handled during gloved laboratory experiences.
 - d. Bring a copy of the downloaded lab handout for each weekly class. Read the pertinent sections of the lab handout before each laboratory session.
 - e. Lab dissection specimens must not be removed from the lab.
 - f. Everyone must wear a lab apron and closed-toed shoes. Wear gloves/goggles when necessary. Tie back long hair while in the lab.
 - g. Wash your hands frequently.
 - h. All OSHA requirements and safety precautions must be followed in all laboratory sessions especially in those labs involving body fluids.
 - i. Using the spray bottles on the tables which contain a bleach solution, clean your lab tables after each exercise.
 - j. Food and beverages (including anything bottled) are not permitted in the lab.
 - k. Due to the hazards in lab and abiding by the classroom protocol code establishing a learning environment for all registered students, children are not permitted to be in the lab.

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Participation Requirements:

I. Students completing assignments online

Students are required to make at least one *meaningful* post to the weekly discussion forum each week in addition to the completion of weekly lab assignments. *Class participation (online or on-campus attendance) is expected, not a suggestion.* Class is like having a job. Excessive absence (2 or more weeks without participating) will hurt your performance and your ability to pass this class. In addition, students are expected to review other entries into the weekly discussion forum and *reply* to at least one other post.

II. Students attending weekly lab classes (flex)

Attendance is expected, not suggested. Absence will hurt your performance and your ability to pass this class. If for some reason you are unable to attend class, call or e-mail the instructor and arrange to meet with the instructor for one of two laboratory makeup sessions conducted during non-class hours. Students are expected to be on time. If it is necessary to arrive or leave during class, do so quietly and as unobtrusively as possible.

Methods of evaluating student performance:

Weekly participation (online discussion activity or on-campus lab class attendance), lab reports, lab quizzes, final exam and weekly summaries.

Examination Information: Five (5) lab quizzes will be based upon the material covered since the last previous quiz, such as Lab quiz 1 will test on Labs 2 and 3. The final exam is during the last week.

The test format for this course will be a combination of multiple choice, short answer, and short essay. Although the tests are open book/note, preparation for the lab quizzes and the final exam is expected.

If you must look up each answer, you will not have time to complete the test since there are time limits for the lab quiz (50 minutes) and the final exam (2 hours). When studying for the exams, focus your time on the material covered in the notes and homework. Students will not be able to save their answers on the test and come back to it, so be sure to start the test when you have time that you can designate to taking it.

If you forget to take a lab quiz or final exam and DID NOT MAKE PRIOR ARRANGEMENTS, you will receive a zero.

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Grading Specifications for Laboratory:

Participation in online discussions or on-campus labs (11 at 10 points each)	110
Weekly Summaries (11 at 10 points each)	110
Lab Reports (11 at 20 points each)	220
Lab Questions (11 at 20 points each)	220
Quizzes (5 at 30 points each)	150
<u>Final Exam</u>	<u>100</u>

Total Points 910

Grading Scale: Total Required Points for Class = 910 Required Points

A = 819 points or higher	90 - 100%
B = 728 - 818 points	80 - 89%
C = 637 - 727 points	70 - 79%
D = 546 - 636 points	60 - 69%
F = 545 points and below	Below 60%

Instructor's Grading Scale: Schedule and Grade Specifications

Week	Dates (Mon start unless otherwise stated)	*Discussion	*Lab Summary	*Lab Reports	*Lab Questions	Quizzes	Final Exam
1	No Mon day campus classes; Mon evening classes begin 7:30 pm; Feb 25 – Mar 4	10	10	20	20		
2	Mar 4 – 11	10	10	20	20	30 (Quiz 1)	
3	Mar 11- 18	10	10	20	20		
4	Mar 18 – 25	10	10	20	20	30 (Quiz 2)	
5	Mar 25 – April 1	10	10	20	20		
6	Apr 1- 8	10	10	20	20	30 (Quiz 3)	
7	Apr 8 – 15	10	10	20	20		
8	Apr 15 – 22	10	10	20	20	30 (Quiz 4)	
9	Apr 22- 29	10	10	20	20		
10	Apr 29 – May 6	10	10	20	20	30 (Quiz 5)	
11	May 6 – 13	10	10	20	20		
12	May 13 – 19 Sunday 12 noon end date						100
						Total points (out of 910)	

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***Campus Flex Students:**

The instructor will specify which weekly assignments may be completed in-class or as homework.

Students who do no attend the campus classes will submit all of the weekly homework and tests online.

Important Calendar Dates for Spring 2019

Term Begins - Orientation.....	Feb 25 Monday
Evening Flex Classes.....	Feb 25, Monday at 7: 30PM
Day Flex Classes Begin.....	Feb 26, Tuesday
Midterm.....	April 1 - 7 (Week 6)
Last Withdrawal Date for “W” grade	April 6, Saturday
Easter Break, Campus Closed	April 19 - 21
Withdrawal Date Pass/Fail for “WP/WF” grade	April 27 Saturday
BIO 111 Lab Final Due	May 19, Sunday before 12 noon
Term Ends	May 19, Monday 8 am

Lab Writing Assignments: Lab Reports and Lab Questions

The lab homework assignment includes the lab report write up and lab handout questions. Students will use the Connect textbook website, the lab manual, and the lab handout depending on the lab topic. Assignments are due by Monday (day 7) by 7:59 AM unless otherwise noted.

Submit the lab report write up and the lab questions in the same file attachment into the weekly dropbox in the Midstate elearning course. Use Microsoft Word. Name the lab file with the following naming format: **LastName_Lab X Homework BIO111** (such as Baker_Lab 1 HW BIO111).

Laboratory Course Documentation:

1. Every student will record experiment observations and answer lab questions during each lab activity. Lab notes are evidence of a student’s work and of the student’s understanding of the concepts demonstrated in the experiments. Students should write neatly and try to express their thoughts clearly, concisely and completely so someone else could duplicate the results and you can use them to do your lab report.
2. Each week students will complete a laboratory report based upon their experiment notes, lab activities and lab handout. The lab report will include the title of the lab, purpose, procedure, data tables (if appropriate), observations, questions, and conclusions. A rubric will be used to grade the lab reports.

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Laboratory Report Format: Use your best formal English, complete sentences, paragraphs, and correct grammar and spelling.

Student's Name _____ Date of Experiment _____

Date Report Submitted _____

_____ BIO 111 Laboratory Report Write-Up (Not the lab report pages in the lab manual). _____

Report Title: Use the same title of the exercise stated in the lab handout (or write your own title).

Purpose/Hypothesis: Write a brief statement about what the experiment, or lab exercise was designed to determine or demonstrate in anatomy and physiology. (e.g., The purpose of the lab was to.....The lab demonstrated what....).

Procedure: Briefly summarize what you did in performing the lab activity using the lab materials.

Observations: What did you observe about the human anatomy & physiology in this lab? Observations are written in complete sentences and sometimes using data tables. If relevant, pictures, graphs or tables are excellent ways to organize observations, results and other information.

Conclusions: State if you achieve the lab purpose then briefly explain why (or why not). What did you learn from the lab exercise? Explain anything that went wrong or what could have improved the lab, or what future experiments could be done and why. How can what you have learned be applied to or used in the real world? Your conclusions should be based upon your observations, recorded results and assigned readings.

*Questions may be assigned within the lab handout, online Connect lab section, or in the lab manual. The questions are designed to help students think critically about the lab activities and the lab topics. Submit your answers to the lab handout questions with your lab report in the same document file online into the Midstate elearning website.

*Lab questions in the handout (or in Connect) will be a separate grade from the lab report. The earned points for the lab questions and the lab report for each week will be posted under "lab homework" in the egradebook.

<i>Lab report categories</i> (5 Points Each)	Name, Date, Lab Title, Purpose/ Hypothesis	Procedures (Methods)	Visual Observations & Results	Conclusions & Applications	TOTAL 20 points
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Grading Rubric for BIO 111 Laboratory Reports

Points
5 All information is presented in a scientific format and is correct, no grammatical or spelling errors.
4 Most of the information is presented in a scientific format and is correct, 1-2 grammatical or spelling errors.
3 Some information is presented in a scientific format and correct, 3-4 grammatical or spelling errors.
2 Little information is presented in a scientific format and correct, 5-6 grammatical or spelling errors.
1 Does not state information in a scientific format and information is incorrect or omitted completely, more than 6 grammatical or spelling errors.

Discussion Forum Instructions: Topics and Questions

Weekly topics and discussion questions will require more thought. Although many of the questions do not have one correct answer, it is expected that students complete their assigned readings using the textbook chapters, lab manual and supplemental lab handouts prior to making their initial post. If specific facts are required to be posted and shared with the class, (internet) sources of information must be cited in APA style. Answers to questions that are either wrong or not supported will be graded appropriately. Students will be expected to post their answer prior to being able to review other responses.

The discussion forum will not be available until 12:00 pm on Monday (Day 1) of the week.

Every week students are expected to post a meaningful response to the question posed by Friday 7: 59 AM (Day 5) and respond to another students posting by Monday 7: 59 am (Day 7).

The online submission link (drop box) will close at 7:59 am the following Monday and no further replies will be accepted.

Since the discussion forum will be closed weekly, any questions you have about information covered in the reading should be posted at the "Q and A cafe." This forum will not have a closed date.

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Discussion question grading guidelines	
Initial posting <ul style="list-style-type: none"> • Answers the minimal requirements of the question without supporting evidence= 1 point • Minimal posting with supporting evidence = 2 points • Complete posting with supporting evidence (which may include APA citation) = 3 points 	3 points
Response to posting of a classmate <ul style="list-style-type: none"> • Posting the minimal requirements without supporting evidence = 1 point • Minimal posting with supporting evidence = 2 points • Complete posting with supporting evidence = 3 points 	3 points
Correct spelling in postings for the week	2 points
Correct grammar in postings for the week	2 points
Total points per weekly discussion	10 points

Weekly Summary Instructions for Lab:

The weekly summaries are an important part of the assessment for on-line learning. It is the one way in which instructors can assess the comprehension level of students.

- Please write a minimum of two (2)-paragraph summary about the lab learning objectives (see syllabus schedule) describing information covered in the unit, addressing information as requested in the overview.
- Each of the stated objectives in the weekly overview **MUST** be addressed individually. Simply restating the objectives does not fulfill this requirement.
- The last paragraph is your personal reflection: discuss two (2) lab topics you found to be personally relevant or informative – clearly describe what and why. You can use the personal pronouns such as “I” or “we.”
- Spelling and grammar errors will result in point deductions.

Save the assignment as “Last Name- WeekX-Summary BIO111” such as “Smith_Wk 1 Summary BIO111” and submit it in MS Word format into the “Weekly Summary” drop box. Weekly summaries are due on Mondays at 7:59 am, unless otherwise noted. See the grading guidelines for summaries in this syllabus.

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Weekly Summary Grading Guidelines	
<p>Content</p> <ul style="list-style-type: none"> • All objectives addressed and discussed with a minimum of one sentence each and the two most important concepts are discussed = 14 points • Most objectives are addressed and discussed with a minimum of one sentence each and the two most important concepts are discussed = 11 points • Major objectives or concepts are missing = 8 points • The posting is minimal and does not address concepts or objectives = 5 points 	14 points
<p>Spelling</p> <ul style="list-style-type: none"> • No spelling errors = 3 points • 1 misspelled word = 2 points • 2-3 misspelled words = 1 point • More than 3 misspelled words = 0 points 	3 points
<p>Grammar</p> <ul style="list-style-type: none"> • No grammar/mechanical errors = 3 points • 1 grammar/mechanical error = 2 points • 2-3 grammar/mechanical errors = 1 point • More than 3 grammar/mechanical errors = 0 points 	3 points
Total points possible:	20 points
Grade Points calculated to:	10 points

Weekly Lab Schedule:

Submit online homework (lab questions, lab reports, lab quizzes, lab summaries) into the Midstate eLearning by the end of the week on Monday, Day 7, 7:59 am, unless stated otherwise. Lab topics and assignments are subject to change with advanced notification to students. A different lab topic will be discussed in the weekly discussion assignment. Post your initial discussion comment in response to the topic(s) by Friday 7: 59 am. Then post a reply to a classmate by Monday, Day 7 by 7: 59 am.

Do not submit the lab report pages from the lab manual. There is a separate write-up of the laboratory report format in this lab syllabus pages 10- 11 to submit into Midstate elearning.

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Contact the instructor as soon as possible (in advance of the due date) if you know your homework will be delayed for any reason.

Important: If applicable, do not resubmit the same BIO 110 summary homework even though the learning objectives may overlap with the BIO 111 lab course. Instead rewrite (paraphrase) and add specific facts learned from the lab handout (or lab manual) regarding the lab objectives and in the last paragraph of personal reflection information.

The weekly schedule and assignments are subject to change with instructor notification.

Week 1 (Feb 25 – Mar 4): Lab 1 Topics: Introduction to the Human Body

No Monday day classes because of orientation; Mon evening classes begin at 7: 30 pm;
Day classes begin on Tuesday of week 1 as scheduled.

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Define and explain anatomy and physiology;
- Recognize the levels of organization in the body;
- Identify body parts and describe their relative location using correct terminology;
- Describe the process of scientific method and how research studies are done.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 1 folder unless otherwise stated:

1. Read lab manual pages vii -xiv and Lab manual exercise 1 -Organization of the Body;
2. Make notes chapter 1, lab manual, and lab 1 handout to summarize the lab objectives;
3. Download the lab 1 handout from week 1 folder for instructions;
4. Submit the lab 1 report and the lab 1 questions as one document;
5. Submit the lab 1 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Study for Lab Quiz 1 (Labs 1 & 2) in the week 1 folder.

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Week 2 (Mar 4 - 11) Lab 2 Topic: Biochemistry

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Describe the basic concepts of matter, atoms, molecules;
- Distinguish between the types of bonds;
- Identify and describe different types of chemical reactions (e.g., pH & buffers).

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 2 folder unless otherwise stated:

1. There is no lab manual activity for week 2;
2. Make notes chapter 2 and the lab 2 handout to summarize the lab 2 learning objectives;
3. Download the lab 2 handout from the week 2 folder for instructions;
4. Submit the lab 2 report and the lab 2 questions as one document;
5. Submit the lab 2 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Complete Lab Quiz #1 (Labs 1 & 2) in the week 2 folder.

Week 3 (Mar 11 - 18) Lab 3 Topic: Microscopes and Their Use

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Discuss the microscope parts and slide preparation;
- Calculate the total magnification of microscope slide samples;
- Identify and describe the function of the parts of a cell.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 3 folder unless otherwise stated:

1. Read Lab manual exercise 3: The Microscope;
2. Make notes about lab 3 exercise and lab handout to summarize the lab objectives;
3. Download the lab 3 handout from the week 3 folder for instructions;
4. Submit the lab 3 report and the lab 3 questions as one document;
5. Submit the lab 3 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Study for Lab Quiz (Lab 3 & 4).

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Week 4 (Mar 18 - 25) Lab 4 Topic: Cell Structure & Functions

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Discuss the organelles and their functions;
- Describe the structure and function of the cell membrane;
- Describe the movement into and out of cells;
- Identify the processes involved in cell division (mitosis).

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 4 folder unless otherwise stated:

1. Read the lab manual: Labs 4- 6 (specific pages will be assigned in the lab 4 handout);
2. Make notes of the lab manual, lab 4 handout, and chapter 3 to summarize the lab objectives;
3. Download the lab 4 handout from the week 4 folder for instructions;
4. Submit the lab 4 report and the lab 4 questions as one document;
5. Submit the lab 4 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Complete Lab Quiz #2 (Labs 3 & 4) in the week 4 folder.

Week 5 (Mar 25 – April 1)

Lab 5 Topic: Histology and Integumentary System

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Identify and describe the four types of tissues;
- Identify and describe the parts and functions of skin;
- Identify and describe the structure and function of hair and nails.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 5 folder unless otherwise stated:

1. Read Lab manuals: Labs 7 – 10 (specific pages will be assigned in the lab 5 handout);
2. Make notes of lab manual, lab 5 handout, chapters 5 & 6 to summarize the objectives;
3. Download the lab 5 handout from the week 5 folder for instructions;
4. Submit the lab 5 report and the lab 5 questions as one document;
5. Submit the lab 5 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7:59 am and a reply by Mon 7:59 am;
7. Study for Lab Quiz 3 (Labs 5 & 6).

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Week 6 (April 1- 8) Lab 6 Topic: Skeletal System - Axial and Appendicular
Last Day to Drop Courses with a “W” grade is Sat. April 6.

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Identify and describe the structure and functions of the major bones of the body;
- Identify the parts of a long bone;
- Identify the bone descriptors;
- Describe different types of fractures.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 6 folder unless otherwise stated:

1. Read lab manual: Labs 11 -13 (specific pages will be assigned in the lab 6 handout);
2. Make notes of lab manual, lab 6 handout, and chapter 7 to summarize the objectives;
3. Download the lab 6 handout from the week 6 folder for instructions;
4. Submit the lab 6 report and the lab 6 questions as one document;
5. Submit the lab 6 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Complete Lab Quiz #3 (Labs 5 & 6) in the week 6 folder.

Week 7 (Apr 8 - 15) Lab 7 Topic: Joints of the Skeletal System

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Identify the different types of joints;
- Describe joint movement.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 7 folder unless otherwise stated:

1. Read lab manual: Labs 14- 16 (specific pages will be assigned in the lab 7 handout);
2. Make notes of the lab manual, lab 7 handout, chapter 8 to summarize the objectives;
3. Download the lab 7 handout from the week 7 folder for instructions;
4. Submit the lab 7 report and the lab 7 questions as one document;
5. Submit the lab 7 summary in 2 -3 paragraphs including your personal reflections;
6. Submit lab 7 report, the lab 7 handout questions and the lab 7 summary;
7. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
8. Study for Lab Quiz 4 (Labs 7 & 8).

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Week 8 (April 15 - 22) Lab 8 Topic: Muscular System

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Identify different types of muscles;
- Identify the layers of tissue in muscle;
- Analyze muscle, bone, and joints;
- Describe muscle movement.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 8 folder unless otherwise stated:

1. Read lab manual: Lab 17 Organization of Muscular System and Lab 18 Skeletal Muscle;
2. Make notes of lab manual, lab 8 handout, chapter 9 to summarize the lab objectives;
3. Download the lab 8 handout from the week 8 folder for instructions;
4. Submit the lab 8 report and the lab 8 questions as one document;
5. Submit the lab 8 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Complete Lab Quiz #4 (Labs 7 & 8) in the week 8 folder.

Week 9 (Apr 22 - 29) Lab 9 Topic: Central Nervous System

Last Day to Drop Courses with a “WP/WF” grade is Sat, Apr 27.

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Describe the nerves – cranial and spinal;
- Analyze animal brain and spinal cord dissection;
- Discuss the function differences in neurons;
- Discuss the role of synapses.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 9 folder unless otherwise stated:

1. Read lab manual exercise 21: Nervous Tissue;
2. Make notes of the lab manual, lab 9 and chapter 10 to summarize the lab objectives;
3. Download the lab 9 handout from the week 9 folder for instructions;
4. Submit the lab 9 report and the lab 9 questions as one document;
5. Submit the lab 9 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Study for Lab Quiz 5 (Labs 9 & 10).

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Week 10 (Apr 29 – May 6) Lab 10 Topic: Reflex & Sensory Physiology

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Identify and describe the parts of central nervous system: brain and spinal cord;
- Identify and describe reflexes – somatic and autonomic;
- Identify the twelve cranial nerves and other major nerves in the body;
- Identify the sensory organs used in taste/smell, hearing/balance, and sight.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 10 folder unless otherwise stated:

1. Read lab manual: Lab 22 – 31 (specific pages will be assigned in the lab 10 handout);
2. Make notes of lab manual, lab 10 handout, chapters 11-12 to summarize the objectives;
3. Download the lab 10 handout from the week 10 folder;
4. Submit the lab 10 report and the lab 10 questions as one document;
5. Submit the lab 10 summary in 2 -3 paragraphs including your personal reflections;
6. Post initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
7. Complete Lab Quiz #5 (Labs 9 & 10) in the week 10 folder.

Week 11 (May 6 - 13) Lab 11 Topic: Endocrine Glands

Lab Objectives: Students will be able to achieve and describe in the lab summary homework:

- Differentiate endocrine glands and exocrine glands;
- Identify the glands of the human body;
- Explain the function and role of organs in hormone production;
- Describe the effect of diabetes on the human body.

Assignments: Submit the following by Mon, Day 7, 7: 59 am in the Midstate elearning week 11 folder unless otherwise stated:

- Read the lab manual: Lab 32 Endocrine Glands and Lab 33 Hormones;
- Make notes of lab manual, lab 11 and chapter 13 to summarize the learning objectives;
- Download the lab 11 handout from the week 11 folder;
- Submit the lab 11 report and the lab 11 questions as one document;
- Submit the lab 11 summary in 2 -3 paragraphs including your personal reflections;
- Post the initial discussion comments by Fri 7: 59 am and a reply by Mon 7:59 am;
- Study for next week's final exam using the test review handout.

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Week 12 (May 13 – SUN, May 19)

Lab 12 Topics: Complete the final comprehensive exam by **Sunday 12 noon Central Time.**

Objectives: Student will be able to achieve the following by the end of the course:

- Explain how the body works to maintain a homeostatic environment;
- Identify body parts and describe their relative location using correct terminology;
- Describe the levels of biological organization;
- Identify and describe the function of the parts of a cell;
- Describe the human tissues and parts of the integumentary system;
- Locate and identify important muscles, bones, and nerves;
- Identify and describe the function of important hormones;
- Identify the parts and describe the functions of the nervous and sensory system;
- Use knowledge of the fundamentals of anatomy to discuss medical concepts.

Assignments:

1. Download the final review sheet and review previous lab homework assignments
2. Complete comprehensive final exam by Sunday, May 19, 2019, before 12 noon Central Time in the Midstate elearning week 12 folder.
3. Complete course evaluation by 12 noon Sunday in the Midstate elearning.