



**PRACTICAL NURSE CURRICULUM**

**KEYANO COLLEGE**

**COURSE OUTLINE**

**ANPH 100**

**FALL 2017**

**September 5, 2017–September 25, 2017**

**INSTRUCTOR: Abby Boychuk**

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Reviewed and revised Keyano College 2015

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## ANPH 100

### COURSE OUTLINE

#### CALENDAR STATEMENT/COURSE DESCRIPTION

**ANPH 100** Semester I

This ANPH 100 course is an introduction to and balanced study of the structure and function of the human body. Emphasis is placed on the interrelatedness and interdependency of body systems. Introduction to the principles and processes of microbiology is also included in the course. This is a theory course.

**Pre-requisite:** Biology 30

#### COURSE HOURS

**TOTAL HOURS: 45**

**LECTURE: 45 Hours**

**CREDITS: 3**

#### TUTOR INFORMATION

Instructor: Abby Boychuk

Phone (Office): 780 792-5629

E-mail: Abby.Boychuk@keyano.ca

Office Hours: The instructor is available Monday-Friday. Please e-mail the instructor to schedule a meeting time.

## GENERAL LEARNING OUTCOMES

Upon successful completion of this course, you will be able to meet or exceed the following:

1. Use appropriate medical terminology.
2. Identify common anatomical structures and physiological processes.
3. Describe relationships between structure and function, systems and homeostasis.
4. Apply the concepts in anatomy and physiology.
5. Apply principles of microbiology to physiological processes.
6. Identify terminology, principles and processes of microbiology and their relationship to the control and transmission of infection and disease.

## Instructional Methods

- This course uses a variety of teaching/learning methods including: discussion, experiential exercises, learner presentations, role-plays, case studies, lectures, reflection, lab demonstration and practice, and group activities. These course activities provide the opportunity for learners to learn with and from others who are undergoing a similar learning experience.
- The course emphasizes pre-class preparation, participation in interactive classes, and post-class reflection and review. The learner is expected to take an active part in class discussions and take responsibility for his/her own learning. The instructor's role is to facilitate learning.

### Expectations of Students Writing On-Line Exams

1. Each instructor will have the following options with regards to writing quizzes: writing on line from a location and computer of their choice; writing in a classroom with their own device invigilated by the instructor, or writing the quiz on paper. The course instructor will provide information related to where the student is to write the quiz.
2. If quizzes are written from a location and computer of their choice, these are **not** open book exams. The quiz is to have been studied for prior to the quiz or exam date and is to be completed independently: that is by oneself, not in collaboration with or in the company of another person or persons. No photos of quiz questions are to be taken via phones.
3. Midterm and Final exams will be invigilated by the instructor. The time and place can be found in the course syllabi. Students may be required to provide their own devices for these exams.

4. Students who are writing from a location and computer of their choice are responsible for discussing any computer/internet issues with the instructor at least two days prior to the exam date listed in the course timetable.
5. Once the quiz/exam has started, the student will submit their answers immediately prior to going on to the next question.
6. Time for all quizzes and exams will be strictly adhered to. For example if a quiz is 30 minutes, the quiz will be open for exactly 30 minutes.
7. No grades will be released until the instructor has had time to review the quiz/exam stats. Once the review has been done, the marks will be released. Review of the quiz/exam questions in class will be done at the instructor's discretion.
8. If any problem arises during the taking of the quiz/exam, the student is to contact the instructor immediately at the time of the issue.

It is the responsibility of each student to be familiar with the contents of the Student Code of Conduct. It is mandatory that all students sign a form identifying they have read/or are familiar with the Student Code of Conduct. First, Second, and Third year students will have read or are familiar with the Keyano College Student Code of Conduct. Fourth year students will identify they are familiar with the University of Alberta Student Code of Conduct. Beginning in Sept 2016, all new students plus those moving from third year to fourth year will be mandated to sign the above form(s). **Statement on Plagiarism**

All students must complete the Plagiarism/Tutorial Certificate found on Moodle. To locate this information, sign into Moodle and on the left side of the page under student the tutorial can be located.

Expectations:

1. All students must complete this tutorial. The certificate must be shown to the instructor prior to submitting any written assignment. Failure to show the instructor the certificate of completion could result in a late written assignment penalty.
2. If you have completed this tutorial in a University Studies course you can show your instructor the certificate. The tutorial is required to be completed only once during your time at Keyano unless you have left the program and returned.

### **Student Code Of Conduct**

9. Please refer to the Student Handbook and review the Student Code of conduct Policy (Policy 110.0), Students Rights policy (Policy 111.0) and Student Code of Conduct

Procedure (110.1). It is expected that you will review and be aware of expectations relative to student rights, responsibilities and behaviours.

## **PRACTICAL NURSING PROGRAM POLICIES**

Please refer to Keyano College Practical Nurse Handbook for specific Practical Nursing Program policies and to Keyano College Calendar for general College policies.

## **LATE POLICY FOR ASSIGNMENTS**

All assignments are to be passed in at the time and place they are due. Please see timetable. Extensions on assignments may be granted and must be negotiated with the tutor prior to the due date and with a date specified for late submissions. If prior arrangements are not made, a penalty of 5% deduction per day, including weekends will be administered. This will be applied each day until the assignment is received by the instructor. Students can submit assignments by e-mail on weekends, but must provide a paper copy on the first day following the weekend.

## **SPECIALIZED SUPPORTS & DUTY TO ACCOMMODATE**

### **DISABILITY SUPPORT SERVICES: LEARNER ASSISTANCE PROGRAM**

If you have a documented disability or you think that you would benefit from some assistance from a Disabilities Counselor, please call or visit the Disability Supports Office 780-792-5608 to book an appointment (across from the library). Services and accommodations are intended to assist you in your program of study, while maintaining the academic standards of Keyano College. We can be of assistance to you in disclosing your disability to your instructor, providing accommodations, and supporting your overall success at Keyano College.

### **SPECIALIZED SUPPORTS AND DUTY TO ACCOMMODATE**

Specialized Support and Duty to Accommodate are aligned with the office of Disability Support Services: Learner Assistance Program (LAP) guided by federal and provincial human rights legislation and defined by a number of Keyano College policies. Keyano College is obligated by legislation to provide disability-related accommodations to students with identified disabilities to the point of undue hardship.

## OVERVIEW OF LEARNING EXPERIENCES

### Course Units

This course consists of the following units:

**Unit 1:** Levels of Organization

Topic 1.1: Introduction to Human Anatomy and Physiology

Topic 1.2: Cells

Topic 1.3: Tissues

**Unit 2:** Support and Movement

Topic 2.1: Integumentary System

Topic 2.2: Skeletal System

Topic 2.3: Muscular System

**Unit 3:** Coordination and Regulation

Topic 3.1: Nervous System

Topic 3.2: Special Senses

Topic 3.3: Endocrine System

## REQUIRED TEXTS

Rizzo, D.C. (2010). *Fundamentals of anatomy and physiology* (4th ed.). New York: Thompson.

Rizzo, D.C. (2010). *Student study guide to accompany fundamentals of anatomy and physiology* (4th ed.). New York: Thompson.

Rizzo, D.C. (2010). *Fundamentals of anatomy and physiology* (4th ed.). StudyWARE CD-ROM. New York: Thompson.

Access to the Internet

## OVERVIEW OF COURSE ASSESSMENT

The assessment component of this course includes two unit exams and one final exam. The unit exams are each worth **30%** towards your final course grade. The final exam contributes **40%** towards your final course grade.

### Unit Exams

The first unit exam is completed after Unit 1; the second unit exam is completed after Unit 2. The unit exams consist of multiple-choice questions. The exams will be on Moodle and supervised in the classroom.

### Final Exam

The final exam is **cumulative**, meaning that it tests your knowledge of the content of the entire course. This exam contributes **40%** to your course grade. It is a multiple-choice exam. The exam will be on Moodle and supervised in the classroom.

### DISTRIBUTION OF MARKS

THEORY			DATE
<b>Midterm Exam I</b> Unit 1- Multiple choice	Demonstrate knowledge of course content for Unit I	<b>30%</b>	<b>Sept 11</b>
<b>Midterm Exam II</b> Unit 2- Multiple choice	Demonstrate knowledge of course content for Unit 2	<b>30%</b>	<b>Sept 18</b>
<b>Final Exam</b> Cumulative; Multiple choice	Demonstrate knowledge of course content	<b>40%</b>	<b>Sept 25</b>
<b>Total</b>		<b>100%</b>	

### PASSING LEVEL AND GRADING SCALE

This is a combined theory course. Learners must complete **all** examinations to receive a final theory grade.

To receive credit for ANPH 100, a learner must achieve each of the following:

A minimum overall grade of 1.7 (C-) or 60%

Refer to the Practical Nurse Program Handbook for information regarding grading scale, extensions, and other program standard practices.

## **Important Additional Information**

**Note to all students:** It is the student's responsibility to retain course outlines for possible future use in support of applications for transfer credit to other educational institutions.