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Welcome to BIOL 252!

Human A&P is an advanced course that investigates the form and function of the human body. You should expect a comprehensive, demanding, and rigorous class that is also interesting and fun!

This course will focus on how human physiology follows our basic anatomy and will cover our eleven (11) organ systems. Most students enrolled in this class will also take the lab (BIOL 252L). This lab is a separate course and will go into details of the anatomy of the human body.

Class schedule: MWF, 12-12:50 PM

Due to COVID-19, this course will run remotely during the Fall 2020 semester. [Each week, students will complete asynchronous lessons and will be required to submit assignments.](#) Students are responsible for all material covered in the assigned readings, videos, and online assignments that are assigned for each lesson. Dr. Ott will hold synchronous office hours / review sessions via Zoom during the normal class time (as well as other times that will be posted to Sakai). While these synchronous sessions are not required, students are strongly encouraged to attend.

This is NOT a class for passive learners. Students are expected to actively engage in the class through online course discussions, class activities, active reading of the textbook, and submission of regular assignments. Each student will be assigned to a **small group**, which will be led by a peer instructor. Students are encouraged to devote at least an hour outside of class time each week to working in their small groups to review class material — *this will not only support your learning but allow you to support the learning of others!* Students should also attend the **SI sessions** regularly to review course materials with SI leaders.

The instructor reserves the right to change details in this syllabus, to include assignment due dates and exam dates. Changes will be clearly communicated to students via their UNC email as soon as possible.

Instructor Information and Office Hours

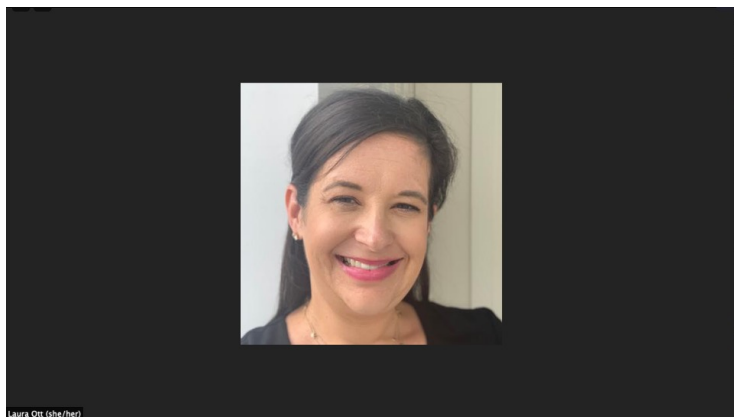
Instructor

Dr. Laura Ott (she/her)

Email: leott@email.unc.edu (Please write "BIOL 252" in the subject line of your email so that I can prioritize a response).

Office: Wilson Hall, Rm. 231 (note that I will have limited hours in my office during the Fall 2020 semester -- virtual meetings are preferred).

Office Hours: MW, 12-1 PM during normally scheduled class time (Zoom links will be posted). These sessions will consist of traditional office hours, as well as review sessions with practice exam questions. Students should submit any questions that they want Dr. Ott to address during these sessions on Piazza by midnight the night before. If these don't work for you, please use the SignUp tool via Sakai to schedule a time to meet. If you have not done so already, please sign up for your professional account using your UNC email address (<https://software.sites.unc.edu/zoom/>). Please complete your profile such that it displays a head shot, your first and last names, and your preferred pronouns. See example below:



Don't feel intimidated if you've never attended office hours before. You can come alone or attend with a friend / colleague. You can come to talk about the course, study skills, mental health issues, your background, your academic and/or professional goals, advice for the future -- anything you want to talk about. I'm an advocate for all students (BIPOC students, Latinx students, first generation students, LGBTQ+ students, transfer students, underrepresented minority students, international students, continuing education students, military-connected students, students with silent or physical disabilities, students from diverse socioeconomic backgrounds, etc.). If you are a student enrolled in this class, I am your ADVOCATE!

As your instructor, I value and appreciate your constructive feedback on my teaching and design of this course. While I hope you will complete the official course evaluations at the end of the semester, I also appreciate your feedback earlier so that I can make changes, if appropriate. I have therefore created an **anonymous survey** for you to share your experiences this semester in BIOL 252. If there is something that you are enjoying about my teaching or this course, please share! Alternatively, if there is something you think I could do better, please share and provide an alternative approach or solution. While I may not be

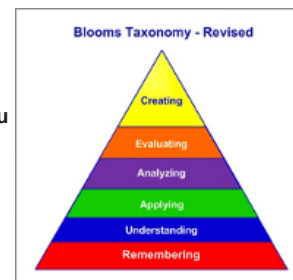
able to make all suggested changes, I promise to read and reflect on all feedback that you provide. You can access this survey at: <https://bit.ly/2CZIES1>. This survey will remain open all semester and I welcome you to submit as many responses as you wish.

Course Learning Objectives

At the end of this semester, students will be able to:

1. Define anatomy and physiology and explain the relationship between structure and function
2. Define homeostasis and explain why it is important for proper body functions
3. Predict the physiological outcomes of homeostatic imbalances
4. Integrate and apply knowledge to different parts of the course
5. Apply knowledge of human anatomy and physiology to real-life examples

In addition to these course-level learning objectives, I will have lesson-specific learning objectives that will be posted to this link: <https://bit.ly/3jtNRRR>. *These learning objectives are how I will assess your learning in this class* -- when I write an exam question, it will be specific to a learning objective to measure your mastery of that objective. Therefore, use these objectives as guides to studying and learning efforts. Further, **you'll note that many of the lesson-specific learning objectives require you to use higher order cognitive skills from Bloom's Taxonomy (apply, analyze, evaluate, synthesize)**. *I encourage you to challenge yourself to work in these higher order domains, as that is when true learning takes place!* This is going to require you actively engage in your learning (active learning) and be willing to be vulnerable -- you will make mistakes in the process, but remember that making mistakes is how you LEARN! If you have questions about how best to use learning objectives, studying approaches, or how best to actively engage in the course materials, please schedule a time to see me!



Textbook & Other Required Materials

The textbook for this course is *Human Anatomy & Physiology* (2nd Ed.) by Erin C. Amerman. The textbook, which is available through the UNC Bookstore, comes with a web-based software package called MasteringAP that will be the platform for which you will be quizzed and receive short pre-lecture assignments. Other purchase options are available for the textbook.

In order to register for the required MasteringAP software, refer to the file "Fall 2020 Mastering AP registration instructions". The MasteringAP course ID is ott05738.

 [Fall 2020 BIOL 252 MasteringAP Registration Instructions.pdf](#)

Peer Instructors and Supplemental Instruction

SMALL GROUPS

Each student enrolled in this class will be assigned to a small group, which will be led by one of the peer instructors, each of whom has taken and excelled in this course in a previous semester. Each small group will meet virtually via Zoom for 1 hour each week to review course material. Because of the remote nature of this class, the small group assignments will be based on students' availability of meeting. Dr. Ott will introduce the small group members to their peer instructor via email.

While attendance at these sessions is not required, it is strongly encouraged that you attend this weekly session as if it was a class requirement -- this will only benefit you, as we know from the education literature that studying with peers and having the opportunity to teach others is a valuable and efficient way to learn! Further, attending regularly can also result in your earning extra credit!

If you attend four (4) of your assigned small group sessions (and stay for at least 30 minutes each) by Sept. 18, you will earn 3 points on the unit 2 exam.

If you attend eight (8) of your assigned small group sessions (and stay for at least 30 minutes each) by Oct. 16, you will earn 3 points on the unit 3 exam.

If you attend twelve (12) of your assigned small group sessions (and stay for at least 30 minutes each) by Nov. 13, you will earn 3 points on the unit 4 exam.

Students will not earn partial credit points if they attend a fraction of the above-mentioned small group sessions (e.g., students will not get 1.5 extra credit points for attending 3 small group sessions). To earn the extra credit, you must attend the number of sessions by the deadlines outlined above. The small groups will be formed based on students' denoted availability, as requested at the start of the semester.

To switch small groups, students must:

- 1) Attend at least two (2) of their initially assigned small group.
- 2) Send Dr. Ott an email that outlines a) why they wish to change their group and b) their availability during the week.

Dr. Ott will review these requests and make the re-assignments, as appropriate, within 1 week of the request.

Peer Instructors

Sophia Artamendi (sophs@live.unc.edu)

Hannah Arnico (hamico@live.unc.edu)

Holly Sobon (hsobon@live.unc.edu)

Anna Geib (annaag@live.unc.edu)

Natalie Davis (njd99@live.unc.edu)

Erik Rundquist (eriker@live.unc.edu)

SUPPLEMENTAL INSTRUCTION

Supplemental instruction (SI) sessions will be offered regularly each week (Fridays, 1-2 PM). The sessions will be led by undergraduate students who excelled in the class previously. The SI sessions allow you to process and actively practice material that was covered in the previous week. Students referred to the SI sessions in the past as one of the most significant tools that improved their learning!

Andrew Burciu (andrburc@live.unc.edu)

*Note, if this time does not work for your schedule, email Dr. Ott about other SI sessions.

Class Structure

Given the asynchronous format of this class, students will complete the weekly lessons and assignments on their own time, although there are specific due dates for which the assignments are to be submitted.

WEEKLY ASSIGNMENTS

Each week, students will complete 2-3 lessons, which will consist of pre-lesson assignments, the lesson videos with assignments, and sometimes post-lesson assignments. Students should complete the components of each lesson in the following order:

1. **Pre-lesson assignments** will be based on the assigned readings from the textbook and include guided reading questions (GRQs), which are submitted via Sakai, and/or MasteringAP. Pre-lesson assignments will be due on Sunday and Wednesday evenings (11:55 PM) and due dates for these assignments can be found on the detailed class schedules.
2. **Lesson assignments** will be facilitated via Learning Catalytics. *Each lesson will consist of 2-5 short videos (5-20 minutes), with students completing Learning Catalytics activities at the conclusion of each video.* Students can expect that a single lesson (again, consisting of multiple short videos) will be 1.5 hours or less in length. Lesson assignments will be due on Tuesdays and Fridays, with specific due dates listed in the detailed class schedules.
3. **Post-lesson assignments** will include Sakai assignments, and PeerWise activities. Post-lesson assignments will be due on Tuesdays and Fridays, with specific due dates listed in the detailed class schedules.

Due dates for submitting assignments can be found on the detailed class schedules. *I will not send reminders to complete the required assignments — you are responsible for submitting all assignments on time.* Assignments will be posted at least one week prior to the due date. **No late assignments will be accepted**, so please be sure to check the schedule and plan your time responsibly. Unless specified in the detailed class schedule, the time for all due dates is 11:55 PM.

Synchronous office hours / review sessions will take place during normal class time (MW, 12-12:50 PM). While these sessions are not mandatory, they are strongly encouraged. Students should submit questions that they want Dr. Ott to address in these sessions via Piazza by midnight the night before. Additional virtual office hours will be offered each week -- please refer to the Sign-up function for details.

Interactive Educational Tools

Mastering AP is an interactive program that comes packaged with your textbook that allows you to complete pre-lesson and/or post-lesson assignments. Refer to the attachment below for MasteringAP registration instructions.

Learning Catalytics (LC) is an interactive program that will allow you to participate in assignments during the weekly lessons through your web-connected device (tablet, phone, etc.). LC comes as part of a package when you purchase the MasteringAP and textbook. Students are encouraged to have separate devices for watching the video lessons and submitting the LC assignments (e.g., laptop for video lessons and tablet for LC).

PeerWise is a platform that allows you to create multiple choice questions that address material learned in class. Asking questions and evaluating the questions of your peers has been shown to be a valuable tool in developing deep learning. Posting and reviewing questions will be done through this

platform as post-lesson assignments. To register for PeerWise, follow the directions below:

1. Visit PeerWise at:http://peerwise.cs.auckland.ac.nz/at/?unc_edu
2. If you have not used PeerWise before, just click the "Registration" link and follow the prompts. All you need to do is choose a user name and a password for your PeerWise account.
3. If you have used PeerWise before, simply log in and then select "Join course" from the Home menu.
4. To access our course, "BIOL 252, Fall 2020 (OTT)", you will need to enter two pieces of information:

- 1) Course ID = **21647**
- 2) Identifier = **Your PID**

Check out this [video](#) for more details on the PeerWise assignments.

Piazza is an online platform that will allow you to post questions that you have about the course to be answered by a fellow student, peer mentor, or me. Your questions may be more general and relate to the course itself (e.g., course policies, assignment guidelines) or to specific content or material covered in class. Materials that are offensive or unrelated to class should NOT be posted — *Piazza is a place for respectful and relevant course conversations to take place*. Further, answers to assignments should NOT be posted (e.g., the answer to #5 is C"). That said, you are allowed to ask questions concerning assignments and your classmates are allowed to respond, as long as the conceptual framework is the focus of the conversation. To sign up for the Piazza page for this course, visit: piazza.com/unc/fall2020/biol252 Access code: KonaBIOL252

 [Fall 2020 BIOL 252 MasteringAP Registration Instructions.pdf](#)

Grading

Your grade in this course will be determined as follows:

Exam 1	12%
Exam 2	22%
Exam 3	22%
Final exam (non-cumulative)	22%
GRQs	6%
MasteringAP	5%
Learning Catalytics	6%
PeerWise	5%

Letter grades will not be assigned for individual assignments, only scores. Final letter grades will be based on the weighted score on the assignments above for the entire semester.

Exams will consist of multiple choice questions. Students should focus on the lesson learning objectives to guide their studying efforts, along with the GRQs, Learning Catalytics, MasteringAP, and PeerWise assignments in addition to notes that they take during the lessons. Exams will be administered via GradeScope, which students will access via Sakai and their onyen.

The exams will be open for a 4-hour period (10 AM - 2 PM EST) on the scheduled exam dates (see below), with students having 90-minutes to complete the timed exam. Students must complete the exam in a single sitting and will be asked to confirm that they completed the exams in accordance with the [UNC Honor Code](#).

GRQs will be graded for completion, with students earning 10 points per each fully completed GRQ that is submitted on time. Students can miss 2 GRQ submissions during the entire semester without having their grade deducted. This assignment is designed to help you think critically about the assigned reading and prepare for the lesson. Note that students are encouraged (and in some instances, will be required) to use outside sources (Internet, etc.) to complete the GRQ questions. Students should provide references to those outside sources, as this will only help you refer to them later on as you study the material and prepare for the exams.

MasteringAP will be graded for correctness, with the lowest 10% of MasteringAP submissions being dropped. Students are encouraged to NOT have their GRQs or text open when completing these assignments — use the MasteringAP assignments as a way to assess your learning.

Learning Catalytics will be graded for completion (if you submit a response to a question, you will get the point) and students can miss 2 LC submissions during the entire semester without having their grade deducted. Students are encouraged to only complete the LC questions that are recommended during the video lessons -- please don't work ahead and/or save all questions to the end, as these questions are designed to help reinforce your current learning, which may be needed to understand future concepts. The LC questions may be interspersed within the video lessons, so it is advised that students have a second device (e.g., cell phone or tablet) to answer the recommended LC questions when watching the video lesson.

PeerWise assignments will require students to do the following periodically during the semester (20 points per assignment):

- write and submit a potential multiple choice test question -- worth 10 points

- answer and provide feedback on at least one of your colleague's questions, which should include the specific learning objective that the test question assesses -- worth 10 points

Students must complete PeerWise assignments periodically throughout the semester. And use this as a potential study tool, especially considering that you may see a PeerWise question or two on the exams if Dr. Ott deems them appropriate measures of the stated learning objectives. Check out this [video](#) for more details on submitting a PeerWise assignment.

A (93.00-100.00)	A- (90.00-92.99)	
B+ (87.00-89.99)	B (83.00-86.00)	B- (80.00-82.00)
C+ (77.00-79.99)	C (73.00-76.00)	C- (70.00-72.99)
D+ (66.00-69.99)	D (60.00-65.99)	
F (60.00)		

Your grade will be based on your performance in class and not on comparing your performance to your peers'. Grades will not round up (B=83, not 82.96). Students should prepare for exams by referring to the lesson learning objectives -- these are the criteria that I will use to evaluate your learning. Exams must be taken on the scheduled date. Make up exams will not be offered unless there are extenuating circumstances (e.g., medical or family emergency documented in writing).

All course materials, including your notes and assignments, are covered by University Copyright Policy: <https://unc.policystat.com/policy/6197184/latest/>

This means that it is illegal and an honor code violation to share your notes or any other course materials (e.g., exams) with anyone who is not directly affiliated with this class. This includes posting exams to online repositories, such as Chegg or CourseHero.

Dr. Ott's Tips for Success

1. Ask for help, and ask for help often. **Asking for help is NOT a sign of weakness, it's a sign of strength and success!** There are various platforms by which you can ask for help:
 - Attend office hours / review sessions, which will be held via Zoom (MW, 12-1 PM)
 - Meet with your small group weekly
 - Attend SI sessions
 - Post a class-relevant question to Piazza (Piazza access code is: KonaBIOL252).
 - Send Dr. Ott an email (leott@email.unc.edu). I will respond to emails within 36 hours. Please write "BIOL 252" in the subject line of your email so that I can prioritize a response. Further, please send your emails from your UNC email address and check out this link if you need a refresher on [email etiquette](#).

Remember, my job is to support your success. I will do everything that I reasonably can to support you and am always here if you want to talk class-related or other biological topics, academic success strategies, getting engaged in research, future professional goals, mental health concerns, or [insert your favorite topic here]. If I don't have an answer (or solution) to your questions or concerns, I will connect you to someone who does. Also keep in mind that if you are considering asking me for a future letter of recommendation, I will be able to write a stronger letter if you have invested in your relationship with me. Use office hours as a way for you and I to get to know each other better, as that will allow me to highlight your interpersonal skills. If you are wanting to request a letter from me, please use this [LINK](#) and remember that I require a minimum of 2 weeks (14 days) to write and submit a letter (longer time is preferred and appreciated).

2. **Take ownership of your learning!** You are the arbiter of your success and psychology research has shown that individuals who have a growth mindset are more successful because these use failure as an opportunity to grow and LEARN! Simply put, successful people fail and they own it! You are going to struggle at some point in this class and perhaps even fail an assignment or exam. Maybe instead you'll forget to turn something in. Instead of wallowing in your failure and having a fixed mindset (e.g., it doesn't matter what I do, I will never understand action potentials), have a growth mindset and reflect, adjust your strategy, and learn from your failure (e.g., after attending numerous SI and small group sessions, I totally get action potentials).
3. **Teach others!** We also know from the education literature that students who teach others have a better understanding of course material. Attend your PM-led small group sessions, form other study groups, take the PeerWise assignments seriously, and answer questions on Piazza. If that's not enough, teach the course materials to your friends, family, or pets!
4. **Manage your time and stay organized!** Given the online, asynchronous structure of this class, students will need to develop strategies for making sure that they make assignment deadlines. Students can expect that each lesson will take up to 1.5 hours to complete, with additional time before and after to complete the pre-lesson and post-lesson assignments. DO NOT wait until the last minute to complete assignments, as you'll run out of time (and remember, you'll receive a 0 for late or unsubmitted assignments). Don't let time management be a barrier to your success (see #2 above)! Staying organized isn't a one-size fits all thing — find strategies that work for you! This can include, but is not limited to setting reminders on your phone, keeping a paper calendar/agenda, or using a sticky note system. I'm always happy to discuss potential strategies.
5. **Check your email frequently!** I will be communicating important course-related announcements (to include the occasional extra credit assignments) via your UNC email address. Please get in the habit of checking your email at least once every 24 hours, M-F (if not more frequently). This will not

only ensure that you are well informed about the class, but help you develop professional email etiquette. Also, be sure to read the emails carefully, as sometimes they will ask that you complete a task or respond.

6. **Have an open line of communication!** While I do not expect student to share personal details, I cannot help you if you don't communicate what is going on. While late assignments will not be accepted, life also happens and sometimes extenuating circumstances require flexibility to this policy. Please don't wait until after the fact to communicate any challenges that will prohibit you from reasonably completing assignments. Instead, proactively communicate any extenuating circumstances (with appropriate documentation) as timely (and safely) as possible (see #1 above).

Exam Dates

There will be four exams throughout the semester -- one for each unit of the course.

Exams will be administered via GradeScope and will be open for a four hour period (10 AM - 2 PM EST) on the scheduled date, with students having 90-minutes to complete the exam. Exams must be completed in a single sitting.

Students will access GradeScope via Sakai and their onyen.

UNIT 1: Cells of the nervous system and membrane and action potentials (lessons 1-4) -- **September 2, 2020**

UNIT 2: Synaptic activity, brain, PNS and ANS, and endocrine system (lessons 5-11; students not responsible for Lesson 8) -- **September 23, 2020**

UNIT 3: Skeletal, muscular, and cardiovascular systems (lessons 12-19; students not responsible for lesson 15) -- **October 19, 2020**

UNIT 4: Immune, integumentary, respiratory, urinary, and reproductive systems (lessons 20-28) -- **TBA (Final Exam Week)**

Extra Credit

Extra credit will be periodically offered throughout the semester for ALL students enrolled in the course and will be designed so that every student can reasonably complete the assignments.

As of August 10, 2020, students have the following extra credit opportunities that in total are worth 2.2% of your final course grade (this could be the difference between a B+ and A-).

1. Syllabus quiz on Sakai (due Aug. 13 @11:59 PM) -- 2 points extra credit on the unit 1 exam.
2. Attend 3 assigned small group sessions (and stay at least 30 minutes each) by Sept. 18th -- 3 points extra credit on the unit 2 exam.
3. Attend 7 assigned small group sessions (and stay at least 30 minutes each) by Oct. 16th -- 3 points extra credit on the unit 3 exam.
4. Attend 11 assigned small group sessions (and stay at least 30 minutes each) by Nov. 13th -- 3 points extra credit on the unit 4 exam.

Students should review the extra credit opportunities carefully to ensure that they complete all requirements of the assignment and make the deadline. No partial or late extra credit assignments will be accepted (for example, students will not get 1.5 points if they attend 2 out of 4 required small group sessions by 9/18). Further, extra credit will not be offered to individual students.

Schedule

There are four units in this course, with each unit ending in an exam. Detailed schedules for each unit, with due dates for pre-lesson and post-lesson assignments, will be posted below. Students should also refer to this link for detailed lesson learning objectives (which are useful for preparing for exams): <https://bit.ly/3jtNRRR>.

Students are responsible for keeping track of assignment and exam due dates. The schedule might change during the semester and students will be notified of changes via their UNC email.

UNIT 1: Cells of the nervous system and membrane and action potentials

UNIT 2: Synaptic activity, brain, PNS and ANS, and endocrine system

UNIT 3: Skeletal, muscular, and cardiovascular systems

UNIT 4: Immune, integumentary, respiratory, urinary, and reproductive systems

WEEK	DATES	LESSONS/ACTIVITIES
1	August 10-16	Lesson 1: Introduction to A&P
		Lesson 2: Cells of the nervous system
2	August 17-23	Lesson 3: Membrane potential
		Lesson 4: Action potential

3 August 24-30 [catch up due to change transition to 100% remote learning]

UNIT 1 EXAM (lessons 1-4) -- September 2, 2020

4 August 31-September 6 Lesson 5: Synaptic Activity

Lesson 6: Brain

5 September 7-13 Lesson 7: Autonomic nervous system

~~Lesson 8: Special senses -- vision and hearing~~

6 September 14-20 Lesson 9: Endocrine system I

Lesson 10: Endocrine system II

UNIT 2 EXAM (lessons 5-10; students will not be responsible for lesson 8) -- September 23, 2020

7 September 21-27 Lesson 11: Skeletal system I

Lesson 12: Skeletal system II

Lesson 13: Muscular system I

8 September 28-October 4 Lesson 14: Muscular system II

~~Lesson 15: Muscular system III~~

9 October 5-11 Lesson 16: Cardiovascular system I

Lesson 17: Cardiovascular system II

10 October 12-18 Lesson 18: Cardiovascular system III

Lesson 19: Immune system I

UNIT 3 EXAM (lessons 11-18) -- October 19, 2020

11 October 19-25 Lesson 20: Immune system I

Lesson 21: Integumentary system

12 October 26-November 1 Lesson 22: Digestive system I

Lesson 23: Digestive system II

13 November 2-8 Lesson 24: Respiratory system

Lesson 25: Urinary system

14 November 9-15 Lesson 26: Reproductive system - male

Lesson 27: Reproductive system - female

15 November 16-22 **FINAL EXAM, UNIT 4 EXAM (lessons 19-27) -- Saturday, Nov. 21, 12-3 PM**

 [BIOL 252 F20 Unit 1 detailed schedule.pdf](#)