

**Oklahoma State University Institute of Technology**  
**Online Common Syllabus**  
*Fall 2017*

**NURS 2303 Medical Terminology**

This course focuses on development of competence in medical terminology, including root words in light of anatomy, physiology, pathology, procedures of body systems, diagnostic procedures, abbreviations, documentation guidelines, and pharmacology.

**Course Purpose:**

The purpose of this course is to introduce students to the vocabulary utilized in healthcare and provide students with the ability to recognize, analyze, and construct medical terms using word parts.

**Type of course:** Theory

**Credit Hours:** 3 credits; Total clock hours of theory per semester: 45 hours

**Class length:** Full Semester

**Class format:** Fully Online

**Class Days and Times:** N/A

**Prerequisites:** None

**Instructor's Name:** Jamie Diggins, MS, RN

**Phone:** 918-293-5328

**Office:** Nursing & Health Sciences RM 106

**Instructor email:**

jamie.diggins@okstate.edu

**Contact:** My preferred method of contact is email. Please allow 24-48 hours to return your correspondence during the normal work week

**Instructor's Office Hours:**

Monday 1:00 PM to 4:00 PM CST or by appointment

Friday 10:00 AM to 12:00 PM CST/1:00 PM to 3:00 PM or by appointment

**School Name:** Nursing & Health Sciences

**School's Main Phone:** 918-293-5337

**REQUIRED TEXTS, REFERENCES AND MATERIALS**

**Text:** Ehrlich, A., Ehrlich, L., Schroeder, C. L., & Schroeder, K.A. (2017). *Medical terminology for health professions* (8<sup>th</sup> Ed). Boston, MA: Cengage Learning. ISBN: 9781305931954 (the ISBN includes book and access code for the required resource MindTap)

Ehrlich, A., Ehrlich, L., Schroeder, C. L., & Schroeder, K.A. (2017). *Medical terminology for health professions* (8<sup>th</sup> Ed). Boston, MA: Cengage Learning. ISBN 9781305634350 (ISBN if purchased separately without the access code; if purchased separately, the access code for MindTap must be purchased directly from Cengage Learning)

**Required Resource:** MindTap® Medical Terminology, 2 term (12 months) Instant Access for Ehrlich/Schroeder/Ehrlich/Schroeder's Medical Terminology for Health Professions, 8th Edition; Ann Ehrlich; Carol L. Schroeder; Laura Ehrlich; Katrina A. Schroeder

**References:** N/A  
**Materials:** Computer with internet access, email  
**Uniform/Tools:** N/A

**Estimated Cost for the Materials (Text and Required Resource bundle):** \$150.95  
**Estimated Cost for Uniform/Tools:** N/A

**Optional Resources:** N/A

**Upon completion of the course, students should:**

<b>Course Objectives</b>	<b>Assessment of Objectives</b>
Analyze how medical terms are formed by root words, combining forms, prefixes, and suffixes	Matching activities, learning lab, and chapter quizzes
Properly spell medical terms associated with each of the major body systems	Matching activities, learning lab, and chapter quizzes
Properly define medical terms associated with each of the major body systems	Matching activities, learning lab, and chapter quizzes
Recognize the primary terms associated with each of the major body systems	Matching activities, learning lab, and chapter quizzes
Interpret common abbreviations used in medical terminology associated with each of the major body systems and cautions to remember when using them	Matching activities, learning lab, and chapter quizzes
Identify major structures and functions of each of the major body systems	Matching activities, learning lab, and chapter quizzes
Demonstrate critical thinking related to disease processes	Discussion posts

Aspects of the course objective assessments may be used in the university’s assessment of student learning. If applicable, an asterisk (\*) above indicates this assignment is used in the university assessment program.

**COURSE ACTIVITIES**

In this course students will:

- Complete weekly reading assignments
- View video presentations
- View slide presentations
- Participate in class discussions
- Complete weekly homework activities
- Complete weekly Learning Lab activities
- Complete weekly chapter quizzes

**EVALUATION-GRADES WILL BE BASED ON THE QUALITY AND COMPLETION OF THESE TASKS:**

Assessment Method	Total Points Possible
Weekly Quizzes 100 points each x 14	1400
Participation Points (Homework & Learning Lab) 20 points x 14 weeks	280
Discussion x 3	60
Total Semester Points	1740

OSUIT Grading Scale
A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% & below

Letter Grade and Points Equivalencies
A=1558-1740
B=1384-1557
C=1210-1383
D=1036-1209
F=0-1035

\*The student’s grade for this assignment will be used in the university’s assessment of student learning. A 70% competency or higher receives a Pass rating. This Pass/Fail rating is independent of the student’s course grade.

Daily and/or weekly quizzes, small weekly assignments and similar type projects: Normal return time to student by next class meeting or no later than one (1) week.

Extensive assignments, large lab projects, extensive quizzes, exams and similar type projects: Normal return time to students in one (1) to two (2) weeks.

**RECOMMENDED STUDENT COMPETENCIES/SKILLS**

Reading competency as defined by the institution is recommended for student success in the course as well as the ability to use Microsoft office and navigate the online classroom.

**AUTHORIZED TOOLS**

Students may use any/all course materials, including books and notes, while completing all quizzes, discussions, homework and Learning Lab. All work is to be completed independently; no collaboration with classmates is permitted and any instance of such will be considered academic dishonesty.

**LATEWORK**

The expectation is that all quizzes, homework and learning lab activities are open from the first day of the course. If you fail to complete one of these graded activities in the allotted time there will be no chance for a make-up assignment and you will receive a zero. It is advised that you not wait until the last day to complete an assignment since the website, as any website, can be unpredictable. Although discussion forum and quizzes must be completed on time, **you may work ahead if desired**. Again, **all work is expected to be complete by the due date posted in the course schedule**. **Late work is not accepted**. Please contact me in a timely manner via email or phone if you have any questions or problems. If you have issues such as technical problems or an emergency that will not allow you to complete your assignments on time please

contact me **prior to the due date**. It is at the instructor's discretion to allow extra time to complete assignments due to unforeseen circumstances and will require documentation to justify the emergency. If you have technical difficulties, the instructor may request you to provide a screen shot of your issue and send this copy via email prior to the assignment due date.

## **TESTING**

Students may use any/all course materials, including books and notes, while completing quizzes. The quizzes have a time limit of 120 minutes with a five minute grace period before being flagged as late. After the grace period, the quiz is flagged as late, and the student is prevented from making further changes. All quizzes are to be completed independently. No collaboration with classmates is permitted and any instance of such will be considered academic dishonesty.

## **OTHER LAB AND CLASSROOM POLICIES**

### **Syllabus Quiz:**

The questions in this quiz identify that you have read the course syllabus. You have multiple attempts to complete the quiz. The quiz is not a part of your final grade, but you must complete the quiz with a 100% overall grade. No student work will be graded until you have completed the quiz with a 100%.

### **Discussion Questions:**

For the assignments specified, the student will complete the assignments as directed below in an ONLINE format. No hard-copies will be accepted.

1) There will be three discussions posted to D2L Brightspace, the learning management system (LMS) under the discussion forum. The student is required to post a **substantial answer** to each question. The answer should be **complete and reflective**. The initial post is due by the specified due date in Course Schedule.

2) Also, the student will be responsible to give a response/comment about two other student's answer/comments regarding the same question(s). For each discussion, both the student's answer and comment should be included in the same post/LMS for tracking and grading purposes. All answers need to be presented in sentence format for this assignment. The assignment will be submitted ONLINE to the LMS as directed by instructor. The responses/comments will be due the following week after the initial post per the specified due date. See the netiquette link regarding appropriate behaviors in the online classroom specific to discussions:

[https://go.osuit.edu/center/teaching\\_learning/content/netiquette-guidelines-online-courses](https://go.osuit.edu/center/teaching_learning/content/netiquette-guidelines-online-courses)

Your web discussion postings will be examined for scholarly contributions and will require you to cite your resource if information is obtained from a source outside of your textbook. See the link for citing sources using APA below:

<https://owl.english.purdue.edu/owl/resource/560/01/>

**See the Discussion Rubric in the LMS for specific grading criteria for each discussion.**

## **MindTap**

This course utilizes MindTap. You should have purchased an access key from the bookstore. You will need this to access the resources the first time through LMS. Do not attempt to register through Cengage Brain.

Before you begin, please review the MindTap Student Brief Start Guide located under the Content tab, Course Resources. This guide will help answer your questions before getting started. Utilize this guide when you access MindTap the first time.

Please review the PC Checking MindTap System Requirements Guide located under the Content tab, Course Resources. You may also refer to LMS under course Content, Course Resources, and Troubleshooting MindTap issues should you encounter any technical difficulties. There is also a direct link located under Course Resources as well, to submit a ticket should you not be able to resolve your issues.

Under each module, there is a link to the MindTap course, specific to the chapter assigned. All textbook and learning resources are easily accessible through this link. The chapter links can be used to access the specific assignments and activities available for that chapter.

## **ONLINE COURSE INTERACTION**

OSUIT requires all online courses to include interaction between students, peers and instructors. Our online courses use a variety of tools to build a community of learners and strengthen engagement between students and their peers, as well as between students and the instructor. Communication tools used in courses may include Discussion, News, and Email. Read the syllabus completely to determine which of these methods you, your classmates and your instructor will use for interaction.

General guidelines for student conduct while interacting within an online course include: (1) Use proper language in all communications; (2) Harassment of any type will not be tolerated; (3) No jokes, insults or threats of an offensive nature.

For more information, go to: <http://osuit.edu/center/netiquette>

## **SYLLABUS ATTACHMENT**

View the Syllabus Attachment, which contains other important information, by visiting [http://osuit.edu/center/student\\_syllabus\\_information](http://osuit.edu/center/student_syllabus_information)

## **COURSE ACTIVITIES**

This course utilizes several resources to assist you in your learning process including:

- **Chapter Resources**
- **Practice Activities**
- **Graded Activities**

## **Chapter Resources**

The chapter resources located in MindTap include multiple sections to assist in your learning, including: 1) introduction, 2) chapter review, and 3) varied other sections. The introduction provides the chapter summary and learning objectives. The other sections cover the chapter material including reading, short videos and audio readings of terms. There is also the option to have the chapter material read aloud to you, if preferred. There are practice activities at the end of the chapter material to assist in reviewing the material. There are also flashcards and chapter notes located under Study Time to help you with reviewing information.

## **Practice Activities**

There are various practice activities in MindTap to assist you in learning the chapter material. These activities will assist you immensely in learning the information for the week and successfully completing the graded activities. There are a variety of choices so utilize the activities that fit your learning preferences. You are not required to complete all the practice activities, but can utilize these activities as often as you desire. You are encouraged to participate in these activities prior to completing the graded assignments including the Homework section and the Learning Lab (see the descriptions below under Graded Activities). The textbook also provides practice activities to be completed after reading to assess your knowledge of the information.

## **Graded Activities**

All graded activities are opened the first day of class. You are allowed to work ahead if you choose.

## **Discussions:**

There are three required discussions for this course. The discussions will promote class interaction and critical thinking related to specific disease processes. The discussions include the following:

- Introduction discussion with 2 peer responses
- Two course discussions, each requiring 2 peer responses

Instructions, due dates, and grading criteria for these assignments are located in the LMS under the Discussions forum. The due dates for the initial posts and responses are also located in the Course Schedule as well.

## **Weekly graded activities:**

- Homework
- Learning Lab
- Quizzes

## **Homework**

The Homework is located in MindTap. Homework is a matching exercise of word parts and word building with two attempts to answer correctly. If the activity is stopped, the activity is resumed where it was stopped previously. This activity score is calculated in your participation points.

### **Learning Lab**

The Learning Lab is located in MindTap. The Learning Lab consists of a Pre-Assessment, Chalk Talk and Post Assessment. The Post Assessment is the score used for your participation points. The Pre-Assessment and Chalk Talk scores are for your information only. This activity must be submitted in one setting or you will be required to restart the activity the next time. Make sure to submit each activity in order to record the activity grade. This activity score is also calculated in your participation points.

### **Weekly Quizzes**

Weekly quizzes are located on LMS and are available from the first day of class. You will find the quizzes by clicking on the Quizzes tab in the online classroom in LMS. Each quiz is worth 100 points. You will be allotted 120 minutes for each 75 question quiz. You must complete and submit the quiz in the allotted time. The quiz will be graded immediately, however the instructor must hand grade any completion questions on the exam; therefore, your grade may change reflecting a higher score.

### **Participation Points**

The participation points for the course will be calculated from the two graded sections on MindTap: Homework and Learning Lab. Homework and Learning Lab are each worth up to 10 points weekly for a possible 20 points total. For instance, a score of 70% on the Homework and 85% on the Learning Lab would result in participation points calculated as such:

$70/10 = 7$  and  $85/10 = 8.5$      $7 + 8.5 = 15.5$     *Participation points for the week = 15.5*

### **Communication:**

The instructor will communicate on a weekly basis via the News Forum in the LMS to inform students when grades are updated including weekly exams and participation points, and Discussions as assigned. Adjustments to the schedule will also be posted via the News Forum as well. The Course Question Forum is to be used for questions regarding the course. Remember this is a public forum. Be professional and courteous of others. If you have a personal question, please send me an email.

You can **customize notifications** to be either emailed to you or text to you if your mobile device has been registered. The instructions are provided in the syllabus attachment, Brightspace Tutorials. The instructions for these settings are also listed under the Content tab and Course Resources.

### **Technology Accessibility Statements:**

The technology accessibility statements for this course are located under the Course Resources in the LMS.

## COURSE SCHEDULE

The course week begins on Monday and ends on the following Sunday at 11:59 pm. All coursework for the week must be concluded by the date listed below. The instructor has the authority to change the outline for scheduling purposes.

<b>Course Outline Schedule</b>	<b>Topic</b>	<b>Assignment</b>	<b>Due Date</b>
<p style="text-align: center;"><b>Week 1</b> 09/06/17-09/10/17</p>	<p><b>Introduction to Course</b></p> <ul style="list-style-type: none"> <li>• Identify course objectives and weekly chapter objectives</li> <li>• Review syllabus and course schedule</li> <li>• Interpret syllabus and course schedule</li> </ul>	<p><b>Week 1 Activities:</b></p> <ul style="list-style-type: none"> <li>• Please review the course syllabi and course schedule and make yourself a calendar of due dates.</li> <li>• Post any questions regarding the course or syllabus in the Course Questions Forum</li> </ul> <p><b>Looking ahead:</b> Syllabus Quiz is due next week by 09/17/17 Review Discussion #1 activity requirements Begin reading chapter 1</p>	<p>09/10/17 by 11:59 pm CST</p>




<p><b>Week 2</b> 09/11/17-09/17/17</p>	<p><b>Introduce Self:</b></p> <ul style="list-style-type: none"> <li>• Students will become familiar with other students in the class</li> </ul> <p><b>Chapter 1: Introduction to Medical Terminology</b></p> <ul style="list-style-type: none"> <li>• Identify the four types of word parts used in forming medical terms</li> <li>• Use your knowledge of word parts to analyze unfamiliar medical terms</li> <li>• Define commonly used word roots, combining forms, suffixes, and prefixes</li> <li>• State why caution is important of spelling medical terms correctly</li> <li>• Define the primary terms in Chapter 1</li> <li>• Spell the primary terms in Chapter 1</li> <li>• Recognize the primary terms in Chapter 1</li> </ul>	<p><b>Discussion #1: (See LMS)</b> <u>Introduction</u>-This activity is to be completed in the Class Discussion Forum. The introduction should include:</p> <ol style="list-style-type: none"> <li>1) Your location while writing the introduction (i.e. home, OSUIT, high school, living room, library, etc.)</li> <li>2) Your hobbies or interests</li> <li>3) How you anticipate this course will assist you in your future degree</li> <li>4) An interesting fact about yourself people might not know</li> </ol> <p><b>Take Syllabus Quiz until make 100%</b></p> <p><b>Chapter 1 Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Ch. 1 Chapter Resources and complete Practice Activities</li> <li>• Complete Ch. 1 Learning Lab and Homework activities</li> <li>• Take Ch. 1 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading used to describe pathology, modes of transmission, types of diseases, functions, pathology, and procedures of tissues and glands</p>	<p>09/17/17 by 11:59 pm CST</p>
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<p><b>Week 3</b> 09/18/17-09/24/17</p>	<p><b>Introduction to Course</b></p> <ul style="list-style-type: none"> <li>• Student will become familiar with other students in the course</li> </ul> <p><b>Chapter 2: The Human Body in Health and Disease</b></p> <ul style="list-style-type: none"> <li>• Define anatomy and physiology and the uses of anatomic reference systems to identify the anatomic position plus body planes, directions, and cavities</li> <li>• Identify the major organs and functions of the body systems</li> <li>• Define the primary terms used to describe pathology, modes of transmission, types of diseases, functions, pathology, and procedures of tissues and glands</li> <li>• Spell the primary terms used to describe pathology, modes of transmission, types of diseases, functions, pathology, and procedures of tissues and glands</li> <li>• Recognize the primary terms used to describe pathology, modes of transmission, types of diseases, functions, pathology, and procedures of tissues and glands</li> </ul>	<p><b>Discussion Response #1</b></p> <ul style="list-style-type: none"> <li>• Respond to at least two of your classmates' postings using the rubric provided. You are encouraged to read all your classmates' postings so you get to know the others in the course.</li> </ul> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Ch. 2 Chapter Resources and complete Practice Activities</li> <li>• Complete Ch. 2 Learning Lab and Homework activities</li> <li>• Take Ch. 2 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 3</p>	<p>09/24/17 by 11:59 pm CST</p>
<p><b>Week 4</b> 09/25/17-10/01/17</p>	<p><b>Chapter 3: The Skeletal System</b></p> <ul style="list-style-type: none"> <li>• Identify and describe the major functions and structures of the skeletal system</li> <li>• Differentiate between the axial and appendicular skeletons</li> <li>• Define the primary terms related to the skeletal system</li> <li>• Spell the primary terms related to the skeletal system</li> <li>• Recognize the primary terms related to the skeletal system</li> </ul>	<p><b>Chapter 3</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Ch. 3 Chapter Resources and complete Practice Activities</li> <li>• Complete Ch. 3 Learning Lab and Homework activities</li> <li>• Take Ch. 3 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 4</p>	<p>10/01/17 by 11:59 pm CST</p>

<p><b>Week 5</b> 10/02/17-10/08/17</p>	<p><b>Chapter 4: The Muscular System</b></p> <ul style="list-style-type: none"> <li>• Describe the functions and structures of the muscular system, including muscle fibers, fascia, tendons, and the three types of muscle</li> <li>• Recognize the primary terms associated with the muscular system</li> <li>• Define the primary terms related to the muscular system</li> <li>• Spell the primary terms related to the muscular system</li> </ul>	<p><b>Chapter 4</b> <b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Ch. 4 Chapter Resources and complete Practice Activities</li> <li>• Complete Ch. 4 Learning Lab and Homework activities</li> <li>• Take Ch. 4 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 5 Review Discussion #2 requirements</p>	<p>10/08/17 by 11:59 pm CST</p>
<p><b>Week 6</b> 10/09/17-10/15/17</p>	<p><b>Chapter 5: The Cardiovascular System</b></p> <ul style="list-style-type: none"> <li>• Describe the heart in terms of chambers, valves, blood flow, heartbeat, and blood supply</li> <li>• State the difference between the pulmonary and systemic circulation</li> <li>• Recognize the primary terms associated with the cardiovascular system</li> <li>• Define the primary terms related to the cardiovascular system</li> <li>• Spell the primary terms related to the cardiovascular system</li> <li>• Demonstrate critical thinking regarding cardiovascular disease process</li> </ul>	<p><b>Discussion #2 Initial Post</b> See LMS Discussion Forum</p> <p><b>Chapter 5</b> <b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Ch. 5 Chapter Resources and complete Practice Activities</li> <li>• Complete Ch. 5 Learning Lab and Homework activities</li> <li>• Take Ch. 5 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 6</p>	<p>10/15/17 by 11:59 pm CST</p>

<p><b>Week 7</b> 10/16/17-10/22/17</p>	<p><b>Chapter 6: The Lymphatic and Immune System</b></p> <ul style="list-style-type: none"> <li>Describe the major functions and structures of the lymphatic and immune system</li> <li>Recognize the primary terms associated with the lymphatic and immune system</li> <li>Define the primary terms related to the lymphatic and immune system</li> <li>Spell the primary terms related to the lymphatic and immune system</li> </ul>	<p><b>Discussion #2 Response</b> See LMS Discussion Forum</p> <p><b>Chapter 6</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 6 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 6 Learning Lab and Homework activities</li> <li>Take Ch. 6 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 7</p>	<p>10/22/17 by 11:59 pm CST</p>
<p><b>Week 8</b> 10/23/17-10/29/17</p>	<p><b>Chapter 7: The Respiratory System</b></p> <ul style="list-style-type: none"> <li>Name and describe the major functions of the respiratory system</li> <li>Recognize the primary terms associated with the respiratory system</li> <li>Define the primary terms related to the respiratory system</li> <li>Spell the primary terms related to the respiratory system</li> </ul>	<p><b>Chapter 7</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 7 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 7 Learning Lab and Homework activities</li> <li>Take Ch. 7 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 8</p>	<p>10/29/17 by 11:59 pm CST</p>
<p><b>Week 9</b> 10/30/17-11/05/17</p>	<p><b>Chapter 8: The Digestive System</b></p> <ul style="list-style-type: none"> <li>Identify and describe the major structures and functions of the digestive system</li> <li>Recognize the primary terms associated with the digestive system</li> <li>Define the primary terms related to the digestive system</li> <li>Spell the primary terms related to the digestive system</li> </ul>	<p><b>Chapter 8</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 8 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 8 Learning Lab and Homework activities</li> <li>Take Ch. 8 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 9</p>	<p>11/05/17 by 11:59 pm CST</p>

<p><b>Week 10</b> 11/06/17- 11/12/17</p>	<p><b>Chapter 9: The Urinary System</b></p> <ul style="list-style-type: none"> <li>Identify and describe the major functions and structures of the urinary system</li> <li>Recognize the primary terms associated with the urinary system</li> <li>Define the primary terms related to the urinary system</li> <li>Spell the primary terms related to the urinary system</li> </ul>	<p><b>Chapter 9</b> <b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 9 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 9 Learning Lab and Homework activities</li> <li>Take Ch. 9 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 10</p>	<p>11/12/17 by 11:59 pm CST</p>
<p><b>Week 11</b> 11/13/17-11/19/17</p>	<p><b>Chapter 10: The Nervous System &amp; Mental Health</b></p> <ul style="list-style-type: none"> <li>Describe the functions and structures of the nervous System</li> <li>Recognize the primary terms associated with the muscular system</li> <li>Define the primary terms related to the muscular system</li> <li>Spell the primary terms related to the muscular system</li> <li>Identify the major divisions of the nervous system and describe the structures of each by location and function</li> </ul>	<p><b>Chapter 10</b> <b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 10 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 10 Learning Lab and Homework activities</li> <li>Take Ch. 10 Quiz</li> </ul> <p><b>Looking ahead</b> Begin reading chapter 11</p>	<p>11/19/17 by 11:59 pm CST</p>
<p><b>Week 12</b> 11/20/17-11/26/17</p> <p>Happy Thanksgiving!</p> 	<p><b>Chapter 11: Special Senses: The Eyes and Ears</b></p> <ul style="list-style-type: none"> <li>Describe the functions and structures of the eyes and ears and their accessory structures</li> <li>Recognize the primary terms associated with the special senses</li> <li>Define the primary terms related to the special senses</li> <li>Spell the primary terms related to the special senses</li> </ul>	<p><b>Chapter 11</b> <b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 11 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 11 Learning Lab and Homework activities</li> <li>Take Ch. 11 Quiz</li> </ul> <p>Please note that even though this is a short week due to Thanksgiving, the due date will remain the same.</p> <p><b>Looking ahead</b> Begin reading chapter 12 Review Discussion #3 requirements</p>	<p>11/26/17 by 11:59 pm CST</p>

<p><b>Week 13</b> 11/27/17-12/03/17</p>	<p><b>Chapter 12: The Integumentary System</b></p> <ul style="list-style-type: none"> <li>Identify and describe the functions and structures of the integumentary system</li> <li>Recognize the primary terms associated with the integumentary system</li> <li>Define the primary terms related to the integumentary system</li> <li>Spell the primary terms related to the integumentary system</li> <li>Demonstrate critical thinking regarding the disease process of the integumentary system</li> </ul>	<p><b>Discussion #3 Initial Post</b> See LMS Discussion Forum</p> <p><b>Chapter 12</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 12 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 12 Learning Lab and Homework activities</li> <li>Take Ch. 12 Quiz</li> </ul> <p><b>Looking ahead:</b> Begin reading chapter 13 and 14</p> <p><b>(NOTE SCHEDULE CHANGE FOR THE REMAINDER OF THE SEMESTER.)</b></p>	<p>12/03/17 by 11:59 pm CST</p>
<p><b>Week 14 &amp; Week 15</b> 12/04/17-12/13/17</p>	<p><b>Chapter 13: The Endocrine System</b></p> <ul style="list-style-type: none"> <li>Describe the role of the endocrine glands in maintaining homeostasis</li> <li>Name and describe the functions of the primary hormones secreted by each of the endocrine glands</li> <li>Recognize the primary terms associated with the endocrine system</li> <li>Define the primary terms related to the endocrine system</li> <li>Spell the primary terms related to the endocrine system</li> </ul> <p><b>Chapter 14: The Reproductive System</b></p> <ul style="list-style-type: none"> <li>Identify and describe the major functions of the male and female reproductive systems</li> <li>Recognize the primary terms associated with the reproductive system</li> <li>Define the primary terms related to the reproductive system</li> <li>Spell the primary terms related to the reproductive system</li> </ul>	<p><b>Discussion Response #3</b> See LMS Discussion Forum</p> <p><b>Chapter 13 and 14</b></p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>Review Ch. 13 and 14 Chapter Resources and complete Practice Activities</li> <li>Complete Ch. 13 and 14 Learning Lab and Homework activities</li> <li>Take Ch. 13 and 14 Quiz</li> </ul> <p><b><u>Complete the online course evaluation</u></b></p>	<p><b>Wednesday</b> 12/13/17 by 11:59 pm CST</p>

Schedule is subject to change per instructor's discretion