

# PSL 250 – INTRODUCTORY PHYSIOLOGY COURSE SYLLABUS – FALL 2020



Department of Physiology  
College of Natural Science  
MICHIGAN STATE UNIVERSITY

## Safety Considerations Due to COVID-19

*The large enrollment of this course makes it impossible to have face-to-face meetings while social distancing, which is essential to prevent the spread of the SARS-CoV-2 virus. Therefore, all of our course activities will be conducted online and remotely via a combination of D2L and Zoom. If you are on campus for other reasons, please strictly comply with the MSU's **Mandatory Cloth Face Covering Policy** ([ehs.msu.edu/\\_assets/docs/fact-sheets/cloth-face-covering-fact-sheet.pdf](https://ehs.msu.edu/_assets/docs/fact-sheets/cloth-face-covering-fact-sheet.pdf)) and **Community Compact** ([msu.edu/together-we-will/msu-community-compact](https://msu.edu/together-we-will/msu-community-compact)) to keep yourself and the rest of our Spartan community safe.*

## Instructor Information

**Professor:** Dr. Martin D. Spranger, Ph.D. –he/him/his–

**Teaching Portfolio:** <http://mds.msu.domains>

**Office Location:** 2201-H Biomedical & Physical Sciences Bldg. (BPS)

**Office Phone:** (517) 884-5044 (preferably during office hours)

**Office Hours:** Tu & Th / 12:40 - 2:30 PM / via Zoom (see **Zoom**, pg. 12)

**Email Address:** [mds@msu.edu](mailto:mds@msu.edu) (please do not email me through D2L)

## Teaching Assistant (TA) Information

**TA & Flipgrid Manager:** Anthony Mrocko

**Email Address:** [mrockoan@msu.edu](mailto:mrockoan@msu.edu)

**TA & D2L Manager:** Avery Medina

**Email Address:** [medinaav@msu.edu](mailto:medinaav@msu.edu)

## Learning Assistant (LA) Information

There will be a multitude of LAs working with me this semester. The LAs are former students that have 4.0'd this course and have a strong desire to pay-it-forward and help you make the most of your learning experience in this course. The LAs will be helping with Zoom sessions, grading Flipgrid videos, running Content Review Sessions (CRS – see pg. 8) and running Study Skills Help Sessions (SSHS – see pg. 8).

## Tutor Information

It is my professional opinion, from over 16 years of teaching experience, that a tutor is not a necessary resource to succeed in this course. However, if you are committed to obtaining a tutor, please contact me and I will try to connect you with a former student that has 4.0'd this course. Please note that I am not required to find you a tutor, tutors are typically for hire, and that and I am not party to any contractual agreement that you may set up with a tutor.

## Lines of Communication

- ✓ Always feel free to contact me (**your prof**) with any questions you may have
- ✓ For all questions regarding D2L, contact **your TA Avery**
- ✓ For all questions regarding Flipgrid, contact **your TA Anthony**
- ✓ To communicate/collaborate with your colleagues, post in the **Facebook Group**

Important announcements will be posted in D2L under "What's New?", sent to your MSU email via your D2L account and posted in the Facebook Group. Be sure to check these daily for any potential important updates. It is your responsibility to be aware of all course announcements posted in D2L.

Questions about course content should first be posted in the Facebook Group. This allows other students to benefit from your questions and the answers to those questions. Ideally, your colleagues will try to answer your questions as well. The TAs, LAs and I will moderate the discussions on the Facebook Group and chime in as need be. The last time we will reliably check the Facebook Group before an exam will be the day before the exam at 5:00 pm (however, it is very likely we will be available beyond that deadline). Please be professional and respectful in the Facebook Group.

## Course Information

**Section/Credits:** 001 / 4

**Modality:** Online/asynchronous. Whether this is your first experience with an online course or not, please consider the following advice. I will not be giving "live" lectures during our class periods (i.e., asynchronous). All course content is posted online for you day one of the class. Therefore, the student takes over the management of their learning in an online course. While the information is laid out in a very logical and structured manner, it is incumbent on you to develop your own learning strategy for how you plan approach the material. That is, aside from studying and learning the content (which I offer innumerable resources to help you with), you need to plan, be organized, be diligent and, most importantly, keep on pace.

**Location:** This course is hosted online via D2L. All course content can be found in our D2L course (<https://d2l.msu.edu/d2l/home/1074505>). My office hours (see pg. 1), CRSs (see pg. 8) and SSHSs (see pg. 8) will be held via Zoom (see *Zoom*, pg. 12).

**Days/Times:** Tu & Th / 12:40 - 2:30 PM

**Course Website:** [www.d2l.msu.edu](http://www.d2l.msu.edu) (see pp. 12-14 for details)

**Facebook Group:** [www.facebook.com/groups/1352495324945497](https://www.facebook.com/groups/1352495324945497) (see pg. 8)

**Course Description:** This is an introductory, yet intensive course that thoroughly covers the fundamental mechanisms and processes of human physiology. The underlying physiology of the entire human body will be covered in this course. Aside from discussing the systems of the human body by exploring their functionality at all levels of organization (e.g., molecular, cellular, tissue and organ), the overlying theme of this course will be *systems integration*. We will begin by discussing how individual organ systems work as stand-alone, functional units and, as the semester progresses, we will integrate our understanding of these systems so to build a mental picture of the organism level of organization (i.e., you).

### **Required Materials:**

- 1) *Anatomy & Physiology*, by J. Gordon Betts, et al.  
An online (free) book by OpenStax (ISBN 1947172042) or in print (ISBN 1938168135). See: <https://openstax.org/details/anatomy-and-physiology>
- 2) Top Hat subscription (\$36 fee)
- 3) Flipgrid account (free) (see the *Flipgrid Syllabus* in D2L for details)
- 4) Wi-Fi device (e.g., laptop, tablet, iPad, iPhone, Droid, etc.)

### **Recommended Resources:**

- 1) Wikibooks - Human Physiology online book  
([https://en.wikibooks.org/wiki/Human\\_Physiology](https://en.wikibooks.org/wiki/Human_Physiology))
- 2) Khan Academy - Biology & Physiology lessons and practice  
(<https://www.khanacademy.org/science>)
- 3) CrashCourse - Anatomy & Physiology YouTube videos  
([https://www.youtube.com/playlist?list=PL8dPuuaLjXtOAKed\\_MxxWBNaPno5h3Zs8](https://www.youtube.com/playlist?list=PL8dPuuaLjXtOAKed_MxxWBNaPno5h3Zs8))
- 4) GetBodySmart - Anatomy & Physiology animations and quizzes  
(<https://www.getbodysmart.com>)

### **Technical Requirements:**

- 1) Computer -  $\leq$  3 years old with speakers or headphones, and microphone
- 2) Internet - stable, high-speed connection (25 Mbps is recommended)
- 3) Microsoft Office - Word and PowerPoint (or freeware equivalents)
- 4) Adobe - Acrobat Reader and Flash Player
- 5) Web browser - Google Chrome

## **Student Information**

There are approximately 450 students in this course. Virtually every major is represented. There is also a rich social, cultural, and ethnic diversity. Take advantage of this! Meet, talk, study and hang-out with your classmates.

As the student/professor ratio is  $\sim$  450:1, it is impossible for me to reach out and develop a rapport with each and every one of you. However, you can easily develop a rapport with me, as there is only one of me. So, ask questions during office hours, email me, and be active on the Facebook Group.

## **Importance of Diversity and Professionalism**

MSU welcomes a full spectrum of experiences, viewpoints, and intellectual approaches because they enrich the conversation, even as they challenge us to think differently and grow. However, we believe that expressions and actions that demean individuals or groups compromise the environment for intellectual growth and undermine the social fabric on which the community is based. To encourage a productive learning experience for all, please practice professionalism, accountability, and transparency with myself and your fellow classmates.

## Learning Outcomes

If you perform well in this course, you will not only possess a solid understanding of human physiology, you will also have developed and strong collegiate work ethic. And, with these skills, you will be fully capable of...

- 1) Explaining the molecular and cellular mechanisms that underlie the normal physiological processes of all human organ systems.
- 2) Understanding the pathology of disease states without formal coursework in pathophysiology. You learned many disease states in this course, and with your strong command of normal physiology, you have the capacity to evaluate diseases and propose mechanistic bases for the pathology. Moreover, with your understanding of molecular and cellular mechanisms, you can scientifically rationalize the drug therapies employed to treat these conditions.
- 3) Confidently communicating, both written and verbally, with proper terminology and pronunciation, all aspects of normal human physiology with your peers, your physician, your pharmacist, and your future professors.
- 4) Employing the study skills and work ethic you developed in this course to perform well in all of your courses throughout your entire academic career.
- 5) Serving as an undergraduate learning assistant (ULA) in this course in the future (contact me about this opportunity if you 4-pt.), excelling on biology/physiology sections on pre-health, professional school exams (e.g., PCAT, MCAT, etc.), and pursuing a major in physiology!

## Professor's Mission

My primary mission is to provide you a quality education. You will be provided an educational opportunity that can benefit you, and the society in which you live, regardless of your career path. I will encourage you to develop strong study skills. I will constantly challenge you to think on a higher level. **I will expect your best.** And, most importantly, I hope to inspire you and get you excited about physiology!

If you accept my challenge, I offer you a guarantee that is inherent in my design of this course. If you perform very well in this course, you will move forward with an exceptional and enduring working-knowledge of human physiology. You will have also acquired the analytical thinking, reasoning and study skills required to succeed at the highest level in the next phase of your academic studies. In other words, you will leave this class a legitimate academic – a student with all the tools necessary to achieve whatever academic goals you set your mind to.

## Course Examinations

There will be 5 exams as scheduled in the lecture outline (see pg. 16). Each exam will be worth 60 points and consist of 60 multiple-choice and true/false type questions. The exams are not cumulative in the strict sense of the word. However, important concepts from previous exams, that tie into concepts in subsequent lectures, will naturally find their way into subsequent exams. I will emphasize these important concepts during lecture throughout the semester - so stay tuned! Unit 5 Exam is the Final Exam but is not cumulative. You will have 1 hour and 30 minutes to complete each exam. You will have 2 hours to complete the Final Exam.

There are two things you can do in this class to help boost your final course grade:

- 1) **Do well on the Unit 5 Exam (Final Exam).** I will automatically replace the lowest score of your first 4 exams with the average score of all 5 of your exams **IF** your Final Exam score is greater than the average score of your first 4 exam scores:  $(EX\ 5 > (EX\ 1 + EX\ 2 + EX\ 3 + EX\ 4)/4)$ .
- 2) **Take Flipgrid seriously.** During the Final Exam period, you will be given the opportunity to earn 20 extra credit points. Along with the Unit 5 Exam, you will be given a set of 20 cumulative exam questions (CEQs). The CEQs will be on major concepts covered this semester (randomly chosen from the list of the *50 Major Concepts* (posted in D2L). The CEQs are optional. That is, you will not be penalized for getting any CEQs wrong if you attempt them, or not doing them at all for that matter. See *Flipgrid* (pg. 6) and the *Flipgrid Syllabus* (posted in D2L) for information on how to best prepare for the CEQs.

**Exam Logistics:** Your examinations will be administered to you online, remotely, and securely via your Top Hat application utilizing Top Hat Test and Proctorio. See the *Top Hat Test & Proctorio* document (posted in D2L) for details regarding Top Hat Test and additional exam logistics. As with typical in-person exams, you are to take your exams on your own, without help from any notes, book, internet sources or other human beings (see the *Academic Integrity Policy*, 10). With this remote/online format, no questions can be asked/answered during the exams. Exams will be scored in Top Hat and your scores will be posted in the D2L Gradebook usually within 48 hours of the exam. Exams will not be posted online for review. If you would like to appeal a question(s), or simply see the mistake(s) that you made, please contact me by email and we will set up a Zoom meeting. Any exam concern must be resolved prior to the date of the following exam to be considered for a potential grade correction.

**Final Exam Schedule:** Thursday, December 17 @ 12:45 PM - 2:45 PM. Please note that the Final Exam is on a Thursday and at 12:45 PM.

**Final Exam Conflict Policy:** Per University policy, no student is required to take 3 final exams scheduled on the same calendar day or take 2 final exams scheduled at the same time. If a Final Exam conflict arises as the result of one of your courses using a Common Final Exam, your course with the Common Final Exam is responsible for scheduling you an alternate Final Exam to resolve the conflict. (<https://reg.msu.edu/ROInfo/Calendar/FinalExam.aspx>). If you have a Final Exam scheduling issue, your first step is to contact your college representative in the Office of Student Affairs for assistance in arranging an alternate Final Exam. Any potential Final Exam concern must be resolved by 09/15/20.

**Make-Up Exam Policy:** No make-up exams will be offered except for University excused absences, such as a legitimate health emergency (i.e., not a cold) causing hospitalization or death of an immediate family member. Documentation of the emergency must be provided by a physician on their letterhead, with their signature and contact information, and I reserve the right to contact the physician (see the University's *Grief Absence Policy*, pg. 10).

## Flipgrid

Flipgrid (FG) is a web-based, social learning platform that allows me to present you with a physiological concept and charge you with explaining it in a video. Throughout the semester, you will record a total of 10 short videos (4 min) of yourself explaining major physiological concepts and upload them to FG. The work required to prepare and execute these videos is designed to prepare you for the CEQs. FG points are worth 15% of your overall course grade (60/400). Your FG points will be posted in the D2L Gradebook within 48 hours following each examination. See the *Flipgrid Introduction Video* and the *Flipgrid Syllabus* posted in D2L for more details.

## Topic Quizzes (TQs)

15 topics will be covered this semester (see *Lecture Outline* on pg. 16). At the end of each topic there will be a TQ worth 15 points. You will have 2 attempts when taking a TQ, with your grade being the average of both attempts. There are 15 TQs worth a total of 225 points. However, TQs are worth 10% of your overall course grade (40/400). Therefore, at the end of the semester, I will scale your total TQ points to the 40 points available. So, if your overall TQ grade is 202.5/225 (90%), you will get 36/40 points (0.90 x 40) at the end of the semester for TQs.

## Content Review Sessions (CRS)

One of your TAs will run the primary CRS for this course. These will be weekly sessions delivered via Zoom (see *Zoom*, pg. 12). There will also be a few LAs holding CRS throughout the week as well. Your TA and LAs will announce details about their sessions through D2L, and all other channels of communication. CRS are optional but encouraged.

## Study Skills Help Sessions (SSHS)

It is extraordinarily important that you employ my Study Skills (or some legitimate variant) in this course to be successful (see the *Study Skills Video* posted in D2L for more details). While studying *hard* is important, so too is studying *smart*. In this class, you will have to do *both* to earn a 4.0. Weekly SSHS will be held by LAs via Zoom. (see *Zoom*, pg. 12). SSHS are a place to learn and develop effective study skills (i.e., learn how to study smart). In addition, you may have opportunities to get your notes vetted by an LA to ensure you are doing the Study Skills properly. Your LAs will announce details about their sessions through D2L, and all other channels of communication. SSHS are optional but strongly encouraged.

## Facebook

I have created a Facebook Group ([www.facebook.com/groups/1352495324945497](http://www.facebook.com/groups/1352495324945497)) specifically for this course. Use this Facebook Group as a discussion board. Ask questions of your peers and, more importantly, answer questions posted by your peers. When asking questions, provide some of your own understanding about the concept so that someone can help you precisely where you are stuck. Just asking for an answer (and getting it) will not be helpful to you. Answering other's questions helps reinforce your own understanding of the material. Feel free to share study tips, notes, cool websites you have found, etc. with your classmates here. However, do not post any screen shots of course material here, such as quiz questions you may need help with. Please note that our Facebook Group is for professional use only. In other words, please do not treat this as a personal Facebook account. This group is solely for human physiology discussion to aid in your learning experience in PSL 250.

\*\* Please be professional and respectful when in the Facebook Group. \*\*



## Course Grading

400 points are available to be earned: 300 points for exams, 60 points for Flipgrid, and 40 points for Topic Quizzes. I may or may not adjust individual exam scores. I will not adjust the overall course scores. All course assessment grades will be posted in the D2L Gradebook. Please note, however, that I only use the D2L Gradebook as a secure place to post your grades for your review and record. I do not use the D2L Gradebook for the calculation of course grades. If for some reason any grade calculations are made in the D2L Gradebook, please ignore them. Grade calculations will only be made by myself and on my personal computer. Course grades will be determined from total point accumulation at the end of the semester. To calculate your grade at any point during the semester, see the *How to Calculate Your Grade* document (posted in D2L). The following tables (below) can be used to calculate your grade at any point during, or at the end of, the semester:

Grading Table		Grading Scale	
Unit Exam	Points	% Ranges	Grade
1	/60	90-100	4.0
2	/60	85-89.99	3.5
3	/60	80-84.99	3.0
4	/60	75-79.99	2.5
5 (Final)	/60	70-74.99	2.0
Flipgrid	/60	65-69.99	1.5
Topic Quizzes	/40	60-64.99	1.0
Total	/400	≤ 59.99	0.0

- \* The CEQs are not part of the 400 points for the course. They are a potential 20 extra credit points that can be added to your overall course points at the of the semester.

## Disputes/Challenges

Once your scores/points for any assessment (e.g., quiz, exam, etc.) are posted in the D2L Gradebook, you will have one week from that day to challenge them. Failure to challenge within this period indicates your willingness to accept your scores/points as posted in the D2L Gradebook.

## General Policies

- ✓ Attendance is not required, and therefore will not be monitored this semester.
- ✓ I have a zero-tolerance rule for cheating. If you are caught cheating, you will, at a minimum, get a zero for that exam. I may additionally pursue further University disciplinary action (also see the *Academic Integrity Policy*, pg. 10).
- ✓ I am happy to write a letter of recommendation for any student that earns a 4.0 in my course AND demonstrates strong personal characteristics. I can only determine the latter if you develop a rapport with me. Building strong, professional rapports are key to becoming a professional.
- ✓ When emailing me (not through D2L), address me, write without utilizing texting acronyms and shorthand, use spellcheck and sign with your name. These simple efforts go a long way, regardless of who the recipient of your email is.

## Academic Integrity Policy

All students are held to the standard set by MSU's Policy on Integrity of Scholarship and Grades (<http://splife.studentlife.msu.edu/regulations/selected/integrity-of-scholarship-and-grades>). Therefore, you are expected to complete all course assignments, including quizzes and exams, without assistance from any source. Students who violate MSU's academic integrity rules may receive a penalty grade, including a failing grade on the assignment or in the course. Please honor and strictly adhere to The Spartan Code of Honor:

*"As a Spartan, I will strive to uphold values of the highest ethical standard. I will practice honesty in my work, foster honesty in my peers, and take pride in knowing that honor is worth more than grades. I will carry these values beyond my time as a student at Michigan State University, continuing the endeavor to build personal integrity in all that I do."*

\*\* Hold yourself, and your classmates, to the highest ethical standards! \*\*

## Add/Drop Policy

After the fifth day of the semester, students may add courses using the enrollment system. Any add after this period must be initiated with the department offering the course. Final approval rests with the associate dean of the student's college. Students may drop courses using the enrollment system through the middle of the term of instruction. If you are considering dropping a course after this time, refer

to the Office of the Registrar ([www.reg.msu.edu/ROInfo/EnrReg/Lateadds.aspx](http://www.reg.msu.edu/ROInfo/EnrReg/Lateadds.aspx)) for important dates and deadlines. If you are passing this course, or there is no basis for me to assign a grade at the time of your official withdrawal, a "W" grade will be assigned. If you are failing at the time of the withdrawal and the deadline for an official withdrawal has passed, you will be assigned a grade of 0.0.

### **Grief Absence Policy**

MSU is committed to ensuring that the bereavement process of a student who loses a family member during a semester does not put the student at an academic disadvantage in their classes. Students should contact the college representative in the Office of Student Affairs in their college and file a Grief Absence Request Form (<https://reg.msu.edu/Forms/StuInstr/Menu.aspx>) no later than one week after knowledge of the circumstance. After submission of this form, the college representative and the student will determine the expected period of absence. Once I am informed of the grief absence request by the college, I will work with the student to make the appropriate accommodations so that they are not penalized due to a verified grief absence.

### **Special Considerations for Individuals with Disabilities**

If you have a documented disability, contact the Resource Center for Persons with Disabilities (RCPD) (517-884-7273 or [www.rcpd.msu.edu](http://www.rcpd.msu.edu)) and meet with a specialist to request a special accommodation before classes start. Once you have verification from RCPD (in the form of a Verified Individual Services Accommodation – VISA), contact me at the start of the term and/or two weeks prior to the accommodation.

### **Special Accommodations for COVID-19**

If you have been sick with COVID-19 symptoms, have tested positive for COVID-19, or have been potentially exposed to someone with COVID-19, please follow CDC guidance to self-isolate or stay home (<https://www.cdc.gov/coronavirus/2019-ncov/your-health/index.html> – If You Are Sick -> When To Quarantine). I will make accommodations for any student who must miss class due to COVID-19 illness or self-isolation so that it will not harm their performance or put them at a disadvantage in the class.

## Learning Continuity Statement

Should you become unable to attend class for an extended period of time due to a serious, documented health or personal issue, please contact the college representative in the Office of Student Affairs in your college for guidance. Following this discussion, please contact me to discuss potential accommodations.

## Course Continuity Statement

If I am required to be absent for an extended period of time, my TAs will ensure that all course content is available and delivered to you via D2L, and that all of your questions and concerns are addressed. In addition, a faculty member from my department (to be determined) will oversee my TAs and the course as well.

## Zoom Information

The TAs, LAs and I will utilize MSU Zoom to interact with you during CRS, SSHS and office hours. Only authenticated users will be able to attend these sessions. That is, you will need to sign in with your MSU credentials to join and then enter a Zoom passcode for the specific session. The TAs, LAs and I will announce details about our Zoom sessions through D2L, and all other channels of communication.

\*\* Please be professional and respectful when attending Zoom sessions. \*\*

## D2L Information

D2L will serve as our course website and can be found @ [d2l.msu.edu](https://d2l.msu.edu). Once there, you can log in using your MSU NetID and password. After logging in, you will see a link to the specific webpage for this course. If you do not see this link, search for the course and then pin it to your main page or check with the Office of the Registrar to make sure that you are officially enrolled in the course and D2L. Please note that I do not have the administrative clearance to enroll students in my D2L course. The Office of the Registrar controls your enrollment in the course and D2L.

All course materials (e.g., syllabus, lecture videos, PowerPoint lecture slides, assessments) are posted in D2L. The information will be made available to you by conditional release. That is, once you have successfully complete one task, the next task is released and made available to you. See the *D2L Introduction Video* posted in D2L for more details.

In D2L, as in this syllabus, the course is organized into 5 **units**. Each unit is divided into three **topics** with each topic being further divided into **lectures**. A single topic consists of multiple lectures (with the exception of Topic 1). For example:

In every topic, prior to the lecture videos, you will see the following two things:

1) Topic Objectives

These are located at the top of every topic page just below the title. This is a list of broad learning objectives for the entire topic.

2) Topic Reading List

This is a checklist containing the required readings that you must complete in order to view the lectures.

Once you have completed the Topic Reading List, the lectures will become available in sequential order for you to watch. Each lecture will contain several content items that will fall into the following categories:

1) Lecture Slides

PowerPoint presentations that you should download and use to follow along - taking your own notes - as you watch the lecture videos.

2) Lecture Videos

Relatively short, digestible-length videos recorded by Prof. Spranger.

3) Application Questions (AQs)

AQs are designed to test your comprehension of the material, as well as your ability to apply what you have learned, using critical thinking after you have watched the lecture videos and completed your final notes.

4) Lecture Quizzes (LQs)

LQs are short quizzes with a variable number of questions that are made available after you have opened the AQs. LQs do not count towards your overall course grade, but they are graded on D2L for self-assessment and conditional release purposes. You must get 100% on an LQ in order to move on to the next lecture video. You have an unlimited number of attempts for the LQs, but please pay attention to the questions that you get wrong on each attempt.

## 5) AQ Answers

Upon your first attempt of the LQ, the AQ Answers will be made available to you. It is important that you take the time to compare your answers to this answer key and correct any misunderstandings that you may have.

## 6) Supplemental Materials

This sub-module will contain a list of all additional materials located outside the required text and lecture videos. Items located here could be additional readings, videos, or animations that will further your understanding of the current lecture.

## 7) Topic Quizzes (TQs)

TQs are graded quizzes that are made available only after you have completed the final LQ in the current topic. These quizzes do count toward your overall course grade (see *Course Grading*, pg. 9). You will have 2 attempts when taking the TQs with your final grade being the average of both attempts. After each attempt, you will be shown the questions you answered incorrectly. The second attempt is not mandatory; therefore, you must decide if you want to take the quiz a second time. If you are satisfied with the score of your first attempt, you may move on without penalty.

## Intellectual Property Policy

All course materials presented to students are the copyrighted property of the course instructor. Students are prohibited from sharing this information outside of this course learning community. Any student violating this policy may face academic disciplinary sanctions.

## Technical Assistance

D2L or Zoom:

- ✓ Call MSU Distance Learning (517-355-2345)
- ✓ Visit the MSU Help site (<http://help.msu.edu>)
- ✓ Visit the Desire2Learn Help Site (<http://help.d2l.msu.edu>)
- ✓ Call the MSU IT Service Desk (517-432-6200 or 844-678-6200)

- ✓ Email MSU IT (ithelp@msu.edu)

#### Top Hat:

- ✓ Call Top Hat Support (1-888-663-5491)
- ✓ Email Top Hat Support (support@tophat.com)
- ✓ Live chat with Top Hat support (<https://support.tophat.com/s/contact-main>)

#### Flipgrid:

- ✓ Email Flipgrid Support (support@flipgrid.com)

#### Facebook:

- ✓ Call Facebook Customer Support (1-866-380-3888)

### Disclaimer

This course syllabus is subject to modification at the discretion of the instructor without prior notice to the student. Lecture topics and/or scheduled times may be changed to accommodate class progress. Students must keep regular attendance and take note of any potential changes. Any specific issue not covered by this syllabus, and disputes that cannot be resolved following the policies/guidelines present in this syllabus, will be resolved in accordance with MSU policies.

### Prof's Advice

- 1) Want it!
- 2) Take this class seriously starting yesterday.
- 3) Be willing to make sacrifices.
- 4) Attend CRS, participate and ask questions. *Get engaged!*
- 5) Be proactive. Attend a SSHS before you do anything else! If you need help, contact me ASAP. I am confident that I *can* help you, I *want* to help you!
- 6) Diligently and consistently apply the study skills presented in the Study Skills Video.

## Lecture Outline

	Unit	Topic	Number of Lectures	Topic Quiz Due Dates	Unit Exam Dates
Course Content	Unit 1	Introduction to Physiology	1	Tu- 9/8/20	Tuesday 9/22/20
		Molecular Level of Organization	5	Su- 9/13/20	
		Cellular and Tissue Levels of Organization	5	F- 9/18/20	
	Unit 2	Integumentary System	5	Tu- 9/29/20	Tuesday 10/13/20
		Nervous System (Cells)	7	Su- 10/4/20	
		Nervous System (PNS Afferent)	8	F- 10/9/20	
	Unit 3	Nervous System (CNS)	5	Tu- 10/20/20	Tuesday 11/3/20
		Nervous System (PNS Efferent)	5	Su- 10/25/20	
		Muscle Physiology	8	F- 10/30/20	
	Unit 4	Cardiovascular System (Heart and Vasculature)	7	Tu- 11/10/20	Tuesday 11/24/20
		Cardiovascular System (Blood)	5	Su- 11/15/20	
		Respiratory Physiology	6	F- 11/20/20	
	Unit 5	Endocrine System	7	Tu- 12/1/20	Thursday 12/17/20
		Renal Physiology	4	Su- 12/6/20	
		Digestive System	5	F- 12/11/20	

\* First day - 09/03/20; Thanksgiving - 11/26/20 - 11/27/20; Last day - 12/10/20.



## FAQs

### **Q1. How do I succeed in this course?**

**A1.** Watch the Study Skills video posted in D2L. In short:

- I. Watch all lecture videos
- II. Take detailed notes on the PPT slides while watching the lectures.
- III. After each lecture, make sense of your notes (i.e., learn).
- IV. Rewrite your notes in your own words in a conversational manner.
- V. Go to a SSHS and see if you are on the right track with your study process (i.e. get your notes vetted).
- VI. Do not wait for the second exam to get serious.
- VII. Stay on track and do not fall behind.

### **Q2. What information will be covered on the exams?**

**A2.** I will only source information presented in my lecture videos.

### **Q3. Is the Final Exam a cumulative exam?**

**A3.** No. The Final Exam is just Exam V. However, there will be optional cumulative exam questions (CEQs) that can be taken during the Final Exam period for a potential extra 20 points.

### **Q4. Can I drop my lowest exam score?**

**A4.** No. I do not have a dropped exam policy. However, I will automatically replace the lowest score of your first 4 exams with the average score of all 5 of your exams IF your Final Exam score is greater than the average score of your first 4 exam scores:  $(EX\ 5 > (EX\ 1 + EX\ 2 + EX\ 3 + EX\ 4)/4)$ .

### **Q5. Will I get a copy of my exam back to review?**

**A5.** No. Exams will not be posted online for review. If you would like to appeal a question(s), or simply see the mistake(s) that you made, please contact me by email and we will set up a Zoom meeting. Any exam concern must be resolved prior to the date of the following exam to be considered for a potential grade correction.

### **Q6. Can I make-up an exam if I miss it?**

**A6.** Make-up exams are only offered for University excused absences such as hospitalization or death of an immediate family member.

**Q7. What do I do if I get an email that I am not properly enrolled in TH?**

**A7. Follow these instructions to correct this:**

When registering, TH asks for your "student ID." Please enter Your net ID, not your APID. Your net ID is merely your MSU email minus the "@msu.edu." For example, my MSU email is mds@msu.edu. Therefore, my net ID is mds. Therefore, my TH "student ID" is mds.

**Q8. If I end up with an 89.99% in the course, will my grade be rounded-up to a 90%?**

**A8. No.** I may or may not adjust individual lecture exam scores, but I will not adjust overall course scores.

**Q9. Can I do a project/paper to improve my grade?**

**A9. No,** but you can do CEQs to improve your grade.

**Q10. How soon will my exam scores be posted?**

**A10. Usually** within 24-48 hours.

**Q11. Do I have to print out the PPT lecture slides?**

**A11. No.** However, I encourage that you do and bring them to class to take jot notes on. You may also download the outlines to your computer and annotate them during lecture.

**Q12. Does anyone ever get a 4.0 in this course?**

**A12. Yes,** plenty. Approximately 20% of PSL 250 students earn 4.0s.