Michigan State University
Department of Physiology

Physiology Laboratory for Pre-Health Professionals (PSL 311L)
Fall Semester, 2024

*Section 001: W 10:20-1:10pm

*Section 002: W 3:00-5:50pm

*Section 003: Th 9:10-12:00pm

*Section 004: Th 1:50-4:40pm

Course Description:

This laboratory course will be delivered as an "in person" experience and is designed to be taken either concurrently or in sequence of PSL 310 Human Physiology for Pre-Health Professionals. Students will perform weekly experiments on various aspects of human body function and potentially animal model where appropriate. The following laboratory exercises in physiology will include cardiovascular and respiratory function, nerve and muscle function, reflexes, endocrine, renal, digestive and metabolism with a focus on key concepts of homeostasis as they relate to the health professions. Weekly exercises/assignments will include readings, developing an awareness and adherence to standardized laboratory protocols for data collection and clinical analysis, and forming clinical correlates respecting relevant physiological principles as applied to various integrated body systems. **(2 Credits/ 3 in class hours a week). PLEASE NOTE: This class does involve one frog dissection activity…..**

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Prerequisites/Corequisites:

In order to participate in this course, the student must have successfully passed PSL 310 or PSL 432 or concurrently enrolled in either of these courses, or have already completed PSL 250 and KIN 310 and 1 semester of CEM. Prerequisites may apply to these courses as well. It is also understood that the successful student will have had some background in Chemistry and Biology to be able to analyze complex physiological processes at the 300 level. Any special situations requiring an override should fill out the override request form , for determination of eligibility. Check with your advisor if you are not sure.

Course Objectives and Learning Outcomes:

By the completion of this course, the successful student will be able to;

1. Demonstrate an in depth understanding of the physiology core concepts and mechanisms required to maintain the overarching "big idea" of homeostasis.
2. Execute measurements of homeostatic physiological variables and be able to explain standard clinical measurement techniques used to obtain these variables.
3. Prepare and analyze physiological data in table and graphical format and be able to discuss with their peers, associations between physiological core concepts and their clinical relevance.
4. Demonstrate safety in and outside the laboratory environment including awareness of standard laboratory procedures, personal hygiene using OSHAA standards, and handling bodily fluids.
5. Prepare, operate and troubleshoot complex medical equipment including sphygmomanometer, stethoscope, and flow spirometer.
6. Demonstrate the ability to work in clinical teams when collecting, synthesizing, integrating, and summarizing data for making evidence-based decisions for predictive purposes.
7. Observe various forms of healthcare related media and give examples of physiological principles applied within.
8. Communicate physiology in writing targeting a broad range of audiences from scientific experts to the lay public.
9. Discuss, support and self-analyze professional growth characteristics within a quasi-clinical environment that are also essential to becoming a successful future healthcare provider.

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Instructor Information:

Lieutenant General of Learning
John Zubek, PT, MS, DPT
Assistant Professor of Physiology
Office: 3177 Biomedical and Physical Science Building
Email: Use D2L Email or zubekjoh@msu.edu (preferred correspondence) Please include your inquiry topic in subject line. Allow 2-4 hours to reply for standard course related inquiries. For all others, please give up to 24 hours. I will mostly respond between the hours of 7am and 7pm.

Office Hours: Generally, on **1:30-2:30pm, Tuesdays BPS room 3177 and Wednesdays in the Natural Science building room 139.** I am generally in BPS Mondays and Tuesdays and Nat Sci Wednesdays and Thursdays as well. Just let me know if you want/need to meet on that day. In person is preferable but let me know if you need to zoom instead.

Graduate Assistant

Master Major, of learning
Arryn Edwards, Ph.D. Candidate Physiology
Email:edwar855@msu.edu Office hours: by appointment

Master Sergeant, of learning
Brianna Smith, Ph.D. Candidate Physiology
Email: smit3019@msu.edu Office hours: by appointment

Deputy Learning Assistants

Learning Sergeant First Class, Isabelle Mary, B.S. Candidate Nutritional Science
Email: maryisab@msu.edu

Learning Sergeant, Priyanka Gadam, B.S. Candidate Microbiology/Genetics
Email: gadampri@msu.edu

Learning Sergeant, Emma Anzivino, B.S. Candidate Human Biology
Email: anzivin3@msu.edu

Major 1, Keeler Steele. B.S. Physiology
Email: Steele50@msu.edu   Office hours: by appointment

Important Note!

Please follow through if you make an appointment with our TA's and ULA's. Their lives are quite busy too.

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Assignments and Grading (assignments will be further discussed in detail below)

11 Pre-Lab assignments (10 pts each) 110 pts total
11 weekly laboratory assignments (50 pts each) 550 pts total
12 Post Lab/Professionalism Modules (5 pts each) 60 pts total
1 DeJargonizer project (50 pts) 50 pts total
1 Skills Assessment Practical (50 pts) 50 pts total
1 Professionalism/Self-Assessment (25 pts) 25 pts total
1 Midterm Exam (55pts) 55 pts total
<u>1 Final Exam (100 pts) 100 pts total</u>
Total points =1000 pts

Grading Scale (Note: final grades will be calculated based on POINT totals. I do not round up).

4.0	93%	930 - 1000 pts
3.5	86%	860 - 929 pts
3.0	80%	800 - 859 pts
2.5	75%	750 - 799 pts
2.0	70%	700 - 749 pts
1.5	65%	650 - 699 pts
1.0	60%	600 - 649 pts
0	<60%	599 pts or less

Why is our grading scale higher than the typical MSU scale?

We are a TEAM oriented setting and teams ALWAYS work to elevate the outcome to a higher level. Therefore, we EXPECT each of you to step up and help your colleagues shine.

Technical Requirements

Technical Requirements are similar to the online PSL 250 course. You can access those using this (google doc link). Ignore the "Exams" section of the PSL 250 document.

For problems with D2L or technical issues, you should contact the D2L Help Line at (517) 432-6200 OR (844) 678-6200 (you can call 24 hours a day, 7 days a week). These numbers are also listed in the Orientation module in D2L. You should first go to the Helpline for any computer or technical issues. I am happy to be a backup assist but may not be able to help you in a timely manner with technical issues.

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Internet browsers and speeds

Browser/mobile support for D2L:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Generally speeds of 25Mbps should be adequate for this course.
https://broadbandnow.com/guides/how-much-internet-speed-do-i-need.

Accessing internet connections on or near campus: https://remote.msu.edu/learning/internet.html

General Lab protocols and procedures

All documents for this course will be provided through access to D2L and Kuracloud Lt®
(laboratory software) and registration in PSL 311L. You will be required to go through ALL pre-
lab lectures and outside readings PRIOR to your laboratory session (up to 1-1.5 hours). Readings
will include the PSL 311L tutorials, selected research articles, course notes, lectures and
handouts. You may be required to **print** some procedures and data sheets to **bring with you** to
lab (this is rare). Therefore, any printouts requiring special handling will be specified in D2L
ahead of time.

Equipment and materials required for this course

 Kuracloud Lt access card - EVERYONE Around $31.00

ADI Kuracloud Access Code purchase link: You have 21 days after first log in to Kuracloud
to purchase the following access code. You can wait for a few weeks, but you are required to
purchase to continue in this course.

This link will be available once you accept your emailed invite to Kuracloud Lt from instructor.

NOTE: A working **webcam** will be required for the Mid Term exam. There are a number of
inexpensive options if you require an external webcam purchase. Please see instructor for
options.

Attendance

Students are expected to attend all labs each week. You are not permitted to attend another lab
section, unless specific permission has been given by the instructor of record or TA. Missing 2 or
more lab sessions unexcused (aside from excused illness or emergency) will result in a "0" for
the course regardless of the completion grade.

Missing a lab

If are unable to complete the lab during the lab topic week for one of the approved reasons
below, you MUST contact your TA or Instructor at least 48 hours prior to your scheduled lab.
Proper documentation may be required. (*See decision tree for late assignments and lab makeups
in D2L).

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Excuses that will require approval for lab/assignment makeups (*Documentation will be required).

1. Severe acute illness or injury*
2. Death in family* (see below)
3. Student athletes* (required events)
4. Medical or Graduate school interview* (2 granted per semester)
5. Professional conference presentations* (as required)
6. Observation of religious Holidays (as per MSU policy)

Things happen, computers crash, printers run out of ink, relationships break, weather stinks, other class assignments pop up, alarms don't always work, birthdays come every year, and pandemics are apparently inevitable. Please try to plan ahead as these are not acceptable excuses for missing labs or assignments.

Makeup Lab Day/Times for Fall 2024

Any excused lab cleared for the privilege of a makeup by the instructor of record will occur on Fridays **at 10 am**. You will need to adjust your schedule accordingly. If the lab necessitates collecting data on another individual as it would not be possible to do on oneself, you will be **required** to bring a friend just for the data collection portion.

Grief Absence Policy:

Grief Absence Policy Link

The goal of this policy is to provide a mechanism to standardize, monitor, and accommodate students who request temporary absence from a course, or special accommodations for a quiz or an exam as a result of loss or serious injury of a family member (parent, grandparent, sibling, spouse, or child). **Students are directed to notify the Assoc Dean of their college and document the reason for the grief absence, and the Assoc Dean in turn is charged with notifying the student's instructors that the bereavement event has been verified.** Ultimately, it is the student's responsibility to make up any missed work.

Working with Partners

Partners will be assigned randomly and posted in D2L partner schedule each week. You will typically work with your assigned partners for up to 2 weeks (depending on the assignment). Failure to communicate with your partner and/or not contributing your fair share will result in a score of "0" for the uncooperative partner. I will not play arbitrator between partner disputes. Therefore any complaints received by myself, TA's or LA's will be deemed credible and will result in penalty with little to no arbitration. So please do not give your partner any reason to even communicate a lack of cooperation or communication to us because we will believe them.

No labs will be accepted if completed solely as an individual, unless that individual has been given permission due to approved absence or for other extenuating reason. Labs not completed with your assigned partner will be given a "0." In the gradebook.

PreLab Modules (110 pts)

These modules will be posted in our KuraCloud Lt site, and SHOULD be completed prior to the lab they correspond to. Due dates and times will be generically set weekly on Sundays at

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11:59pm. There will often be more than one pre-lab learning module to complete, but the only one that is graded will say "Graded" in the title. Pre-Lab modules only have to be committed in Kuracloud.

Lab Assignments (11x50 pts each = 550 pts total)

Each week you will complete a laboratory exercise/assignment in small groups. They will often be in case study or clinical format as if you were performing many of the assessments on your patient/client. So acting professionally is very important in these situations and will be taken into account for points each week. Each assignment must be submitted through our Kuracloud Lt platform and submitted via Assignment Folder in D2L **by 11:59pm on Sundays of the lab week. (See schedule for due dates)** Therefore, time management will be critical each week. No assignments will be accepted in hard copy or via email. Any late lab assignments will be deducted as per the grading rubric point structure or up to 10% per day (whichever is lower). Lab scores are based not only on **Correctness** of answers which includes appropriate use of key terms, but also **Completeness** of labs, **Teamwork** strategies, **Participation**, and **Time** management. Points can be deducted from *individual* scores within any of the above categories. No lab assignments will be accepted > 1 week from **due** date unless there were extenuating circumstances as approved by Instructor of record or TA. LA's can not give this allowance.

Note: Even though lab activities will be committed in our Lt Kuracloud platform, they are officially scored in D2L. Failure to upload your pdf lab document in D2L or submitting into the wrong assignment folder will not nullify a late submission. All Labs are submitted through *TunrnItIn®.* So that you may keep track of your current status in the course, all assignment grades will visible in D2L gradebook within 1 week of submission date.

Any delay in posting of grades will be communicated to the students by TA or Instructor.

Post Lab Modules (12 x 5 pts each)

Each week during the semester, we will have post lab modules posted for you to do after the lab has completed. These are generally due about 1 week after the lab they are associated to has been completed and will have a common due date and time of Sundays @11:59pm. Most will be follow up reflection of the lab activities, a few case studies and the rest are professional growth discussion activities geared towards Pre-Healthcare Professionals. Once completed, you must "commit" the module for credit.

DeJargonizer Project (50pts)

DeJargonizer Project

Find 2 research or clinical abstracts and "rewrite" them using plain language at the 9th grade level. By removing and/or simplifying science based jargon you will learn to communicate difficult scientific or clinical data in everyday terms. This is an **extremely** important skill to develop if you are going into a healthcare profession. You will gain valuable insight into how to communicate with patients who typically do not have the same level of understanding of science that you have. Separate instructions to follow.

Alternative project

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Professionalism/Self-Assessment (25pts)

As in all occupations, professionalism is imperative for a healthy working environment. Often in the Health Professions, how you are perceived by the patient or client can have economic rewards or penalties. This does not mean you can't have fun or joke with your patient/client, but how you treat them and display yourself is often as important to your employer as how good a clinician you are. We will be implementing an overall professionalism assessment in conjunction with your own self-assessment this semester. You are being evaluated not only by yourself but also by your Instructors and your peers. Some assessment areas will include punctuality, teamwork, environment of care, hand hygiene, your demeanor towards our staff, and your level of preparation for labs.

Skills Assessment (50 pts)

Near the end of the semester, you will be asked to demonstrate in person your ability to measure blood pressure using the NHANES method or demonstrate **in person** your skills using a compound microscope. More specifics will be given later in the semester. You will be given some review materials prior to this demonstration. Missing assignment due dates will be counted as a late assignment and a 10% deduction charged if a late allowance is granted.

Mid-Term Exam (55 pts)

One required mid-term exam will be given using D2L and Respondus Lockdown browser with monitor during approximately the 8th week (see schedule) of the semester. Your instructor will elaborate on specifics, as we get closer. The exam will encompass ALL material up to and including labs from the week just prior to the exam. You will be given a review sheet up to 2 weeks prior to exam.

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Final Exam (100 pts) (Two options!)

One final exam will be given during the last week of the semester using D2L. Since many of you will be going into various healthcare fields, you will be required to take qualifying exams at some point. Therefore, this final exam will encompass laboratory material/concepts, readings, and lectures from the **entire** semester. We will begin reviewing up to 2 weeks ahead and will offer some outside study and review sessions when available (TBA).
Or

Final Assessment of your Learning Summative Report

You may opt instead of taking a traditional final exam, to write an original 12 page (minimum), 20 page (maximum) summative evaluation of at least 80% of our learning objectives for this semester. This evaluation should include a detailed explanation of the major concepts for each weekly topic area including references and proper citation method. The learning objectives from the Lt labs will be the objectives you will be writing about by discussing how you were able to meet each of the learning objectives for each topic area including specific learning activities (lab activities, prelabs, postlabs, outside resources you found etc) and examples of your learning experiences. Other specifics will be discussed at a later date.

Requesting an Extension on an Assignment

Sometimes we have experiences that may put us behind in our work. If you find that you need an extension on an assignment any time **before** the last two weeks of class*, you can copy and paste this email and send it to me (and cc your TA and ULA for your section too):

Exception: Extensions on the DeJargonizer project will not be granted without penalty. This project will be in known many weeks in advance.

Dear Professor,

I know the deadline for [this assignment] is [DATE AND TIME]. I will not be able to meet this deadline. However, I will have the assignment completed and submitted by [DATE AND TIME]. Thank you for your patience.

[TYPE YOUR NAME]

You will automatically receive a one week extension of the assignment (to be used one time).

*Note: if you require an extension on any assignments within the last 2 weeks of the course, you may need to consider taking an "incomplete" for the course with a plan to complete the assignments after

grades are officially due. Please communicate with me if you are anticipating challenges with finishing the course.

Productivity

Effective teamwork requires that each person is contributing to the end result as equally as possible. As many of you will be required to be accountable for your productivity, we will begin to do so in each lab session. This opportunity will include the option to gain extra credit points as well. This will be explained at a later date.

Participation in Lab Activities

It is very important to your learning that you participate to the fullest each laboratory session. You will be asked to take part not only in noninvasive methods of data collection but also involving small finger sticks for blood samples on each other. If you should have any serious reservation or require a medical deferment, please see your Instructor to develop an alternative option to allow for full involvement as able. Some methods will also call for invasive procedures as performed by a professional on volunteers only. Techniques involving animal specimens (where appropriate) will require some skilled support from various learning assistants and student volunteers. You will **NOT** be required to participate in those procedures (without penalty) but you will nonetheless be required attend lab as a researcher/observer. Consequently, you are not relieved of any obligations for participating in data recording, quizzes, lab assignments, and discussion.

Appealing a lab submission grade

While we work to ensure accuracy and timeliness when grading your lab reports each week, there is always room for further discussion on your final grade assigned to each report. We HIGHLY encourage this discussion; we are requiring that you first go through the following process prior to initiating an appeal with your TA. 1. Grades and rubric codes should be available in Kuracloud and/or D2L gradebook within 1 week of student's submission. 2. Peruse your grade, feedback within Kuracloud, rubric codes and rubric. 3. Check the rubric codes (list of codes located in D2L) which indicates the general area where points were deducted. 4. Locate and research using our resource documents (also located in D2L) to identify 2-3 resources we've put together where you COULD have found the answers to the question. 5. While during your research, you still have a question about your submission, please approach your TA to discuss

your answers. 6. If you still find our response to be inadequate, then contact the instructor to set up a day/time to meet with you and the TA to discuss your answers.

Confidentiality

You will be asked to collect and manage some sensitive data regarding yourself and your lab partners. In no way will this information be disseminated nor discussed outside of a laboratory context out of respect and confidentially for your lab colleagues. As in the "real" world, this would be a HIPAA violation. Here too this will be considered a "Breach of Confidentiality." Any first "breach" will be dealt without penalty but will require further education of the student at fault. A second "breach" will be dealt with more harshly at the Instructor's discretion from deduction of points up to and including dismissal from the laboratory.

Honors Option

*Use this link for explanation of our updated options and instructions.
https://docs.google.com/document/d/1g39zhLcenGkKE-42tmVY6vHMyLETAucjQH2m9at2eBs/edit

Plagiarism

Plagiarism is ALWAYS UNACCEPTABLE and will result in action taken against you. Please refer to the following links for further information:
MSU policy on plagiarism
MSU policy on academic dishonesty

Additionally: Any answers on lab assignments which are found to be extracted and plagiarized from previous lab students, websites (like quizlet etc.), whether correct or not will be given **0pts** on the offending questions for the first offense with education provided by instructor. Second offense will be given **0pts** for the entire assignment. Third offense is removal from the class with "grade to date" and an official notice of plagiarism submitted to the College of Natural Science.

Just so you know:

We use *TurnItIn* to evaluate every lab submission in D2L.

Any answer that does not "sound like you" or appears word for word with our unpublished model answers will be scrutinized further.

- In this situation, you will see rubric code "CT.2 Flagged (copying or potential plagiarism). See TA"

Use our Citation Resource (located in D2L) to determine need for proper citation.

Use of ChatGPT: Course Syllabus Policy

This course policy details the appropriate use of the AI model, ChatGPT, as a learning tool. It should be understood that ChatGPT is a sophisticated AI language model developed by OpenAI that can generate human-like text based on prompts. It can be a helpful tool for study and learning, but it must be used appropriately.

Role of ChatGPT
ChatGPT should be viewed as a "**really smart friend**." This means you can consult it, discuss with it, and seek explanations or clarifications about course material. However, it must be used within the same boundaries as you would use a human friend in an academic setting.
Appropriate Use of ChatGPT
- **Studying**: ChatGPT can be used as a resource for studying. You can use it to review concepts, explain complex topics, or generate practice questions.
- **Homework help**: You can consult ChatGPT when you encounter difficulties with your homework. However, ChatGPT should only be used for guidance and clarification, not to solve the problem entirely for you.
- **Discussion**: ChatGPT can be used to facilitate discussions and expand your understanding of course topics.

Inappropriate Use of ChatGPT
- **Examinations**: ChatGPT should not be used during exams or quizzes. Your performance should reflect your own understanding and abilities.
- **Writing Assignments**: While ChatGPT can be used for brainstorming ideas or reviewing concepts related to a writing assignment, it should not be used to write the assignment itself. The work you submit should be your own.
- **Plagiarism**: Using text generated by ChatGPT without proper citation is considered plagiarism. Any content derived from ChatGPT should be properly credited, just as you would credit any other source.

Accommodations for Persons with Disabilities

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may

be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at rcpd.msu.edu. Once your eligibility for an accommodation has been determined, you will be issued a verified individual services accommodation ("VISA") form. Please present this form to me at the start of the term and/or two weeks prior to the accommodation date (test, project, missed class etc).

Please take notice.
Any notice or presentation of a VISA "after the fact," will not be honored for that instance. For example, if your VISA mentions that you may have *"unexpected absences from classes,"* however this was not communicated to your instructor prior to the event, then the absence will not be granted for makeup. You MUST present any documented accommodations to your instructor so the appropriate assistance can be determined ahead of time. Bottom line is, I want you to be successful, but I will need the communication to begin as soon as possible.

Student Responsibilities and Policies

1. **Punctuality and Attendance:** Attend all mandatory laboratory sessions on time. Your presence is crucial to the learning process and group activities.
2. **Preparation:** Complete all assigned readings and assignments before attending lab sessions. Being prepared allows you to fully engage in lab activities.
3. **Assignment Retention:** Retain both electronic and paper copies of all submitted assignments and lab activities until the end of the semester. Disputes regarding scores will only be addressed with the original submission as evidence.
4. **Grade Review Policy:** Graded assignments must be reviewed within two weeks of the official posting in the gradebook. Concerns should be discussed first with your TA/ULA. If unresolved, the matter can be escalated to the Instructor of Record. Point adjustments will not be granted after the two-week window, except in cases of omitted submissions.
5. **Technical Access:** Regularly check the class D2L site for updates and ensure you have a backup plan in the event of computer malfunctions.
6. **Classroom Etiquette:** Respect your peers and instructors by refraining from disruptive behavior. All communication devices (e.g., cell phones, tablets) must be turned off during lab sessions. Disruptive or unsafe behavior will result in you being asked to leave, and no credit will be given for that day's assignments.
7. **Communication:** Check your email and D2L frequently for important class updates, including grades. Report any discrepancies to the instructor promptly.
8. **Active Participation:** Fully engage in all lab activities unless prearranged exceptions are made as outlined in the course policies.
9. **Seek Help When Needed:** Recognize when you need assistance and ask for it early. Resources are available to support your success.
10. **Attendance and Timeliness:** Arriving late or leaving early without prior approval from the Instructor/TA/LA/Lab Manager may result in deductions or no credit for that day's lab assignment.

11. **Student Conduct:** Refer to the official Student Code of Conduct for detailed information on expected behavior and judicial review processes. [Link to Student code of conduct http://splife.studentlife.msu.edu/rights-and-responsibilities/the-judicial-system

Brave Space Statement:

Our classroom and lab aim to be a brave space, where respect, curiosity, and constructive engagement guide our interactions. You may encounter differing opinions, perspectives, and challenging discussions that push you outside of your comfort zone. In this environment, we encourage critical thinking and respectful dialogue. Disagreement and conflict are natural in any academic setting, but our goal is to navigate them constructively. By practicing empathy, actively listening, and engaging in meaningful discussions, we can all grow in our understanding and professionalism.

University Ombudsman

"The Office of the University Ombudsperson is available to assist students with any conflict or problem that has to do with being a student at Michigan State University. You may visit the Ombudsperson in 129 North Kedzie, call (517) 353-8830 or e-mail ombud@msu.edu. The Office of the University Ombudsperson is an independent, neutral, informal and confidential resource and does not accept formal complaints, nor does it provide notice to the University."

Reasonable time on task each week

You should be willing/able to spend up to 1-1.5 hours of pre lab preparation, 2-3 hours in lab, and 1-1.5 hours of follow up on assignments each week. Be prepared to spend about 5-5.5 hours on this class each week. Most students spend just shy of 5 hours/week when surveyed.

Recommendation Letter Policy

I am more than happy to assist you with a recommendation letter for your graduate school admittance, but do know there is only so much time and resources in my day to write letters for everyone. Here are a few requirements before I can consider writing you a letter of rec. (The fine print)

Step #1: Eligibility requirements

- You must have earned at minimum a **3.5 on the Final Exam AND 3.5 in PSL 311L course**. (Determined after final grades have been submitted).
- You must have perfect attendance according to the Attendance Policy in PSL 311L Syllabus.
- You must score near perfect on the Self-Evaluation/Professionalism assessment ($\geq$24/25pts) at the end of the semester, and the score evaluated and agreed upon by the course instructors.
- You have consistently interacted with the instructional staff answering questions in class, and worked professionally within each of your assigned groups.
- Completed ALL assignments and labs.
- You must write 1 paragraph stating why you believe your performance in PSL 311L predicts your future success in graduate or professional school.
- Be absolutely sure that I would be the BEST person to write you a letter of Recommendation.

Step #2: If I am able to confirm your request, the following must be submitted/observed.

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- **You must provide a resume and a rough draft personal statement.**
- **You will be asked to write a "mock" recommendation letter to send to me highlighting the areas you want me to focus on. Write it as if I were going to use the letter as is.**
- You may be asked to answer in writing a series of questions provided, in full, **prior** to my starting your letter. This is in addition to the above requirements and is at the discretion of the recommender.
- I would need at least 5 weeks' notice (preferably 7 weeks) prior to the due date of the letter.
- You must be willing to waive your right to view the letter prior to submission so that I may give an honest accounting of your abilities as observed, both quantitatively and qualitatively.

I have reserved 15 letter spots for students in Fall and Spring semesters each (30 total), and 8 spots for students in summer sessions. If those spots fill up, I may have to turn down your request gracefully. Note that each letter may require multiple hours of construction in order to give the recipient the best advantage possible.

Week	Prelab Topic Commit in Kuracloud Lt	Lab Topic Commit in Kuracloud Lt AND upload to D2L assignment folder (instructions to follow)	Assignment (Due dates) Post labs - Commit in KuraCloud Lt Other assignments upload to D2L assignment folder
Weekend 0 D2L opens soon	Log in and register Kuracloud Lt from the invite	**ADI Kuracloud Access Code purchase link:** THis purchase link will be included within your Kuracloud Lt invite I will send to you. You have 21 days after first log in to Kuracloud to	1. Get to know each other – in D2L – Discussions board.

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Week	Prelab Topic Commit in Kuracloud Lt	Lab Topic Commit in Kuracloud Lt AND upload to D2L assignment folder (instructions to follow)	Assignment **(Due dates)** Post labs - Commit in KuraCloud Lt Other assignments upload to D2L assignment folder
	email from your instructor.	purchase the access code. Price is around $31.00? I'll know more very soon.	2. D2L Quiz (in D2L assessments > Quizzes > D2L quiz) Due ASAP
Week 1 Aug 28 & 29	Lt Student Starter prelab activity* To be done PRIOR to first lab day	Introduction to Laboratory and Equipment** (Due Sunday 9/1 @11:59pm) ***Note: You will only attend your lab session at your assigned day and time.***	Post lab #1: Facts vs information (9/1) at 11:59pm *Initial Self-Assessment due Sunday 9/1 at 11:59pm ***** Upload to Assignment Folder in D2L*
Week 2 Sep 04 & 05	PNS Prelab* Due at Lab time	Peripheral Nervous System Lab** (Due Sunday 9/8 @11:59pm)	Post lab #2: Interprofessionalism (Due Sunday 9/8 @11:59pm)****
Week 3 Sep 11 & 12	Reflexes Prelab*	Somatic and Autonomic Reflexes (Due Sunday 9/15) Note: *(1 person from each group should bring shorts to lab this day)*	Post lab #3: Mr. Blair (Due 9/15)****
Week 4 Sep 18 & 19	Frog Muscle Prelab*	Frog Skeletal Muscle** (Due Sunday 9/22) Note: This lab experience involves dissection of frog muscle.	Post lab #4: Frog Skeletal Muscle (Due 9/22)****
Week 5 Sep 25 & 26	Hematology Prelab*	Hematology Lab** (Due Sunday 9/29) *(Note: You will be asked to perform 5 finger stick blood drop analysis on yourself).*	Post lab #5: Hematology Case Study (Due 9/29) ****
Week 6 Oct 02 & 03	Heart and EKG Prelab *	Cardiac Physiology and EKG**(Due Sunday 10/6) *Note: (1 person will have EKG electrodes applied to chest area in each group. Females should wear sports bra under a T-shirt for ease of application in a separate room)*	Post lab #6: Teamwork (Due 10/6)****
Oct 09 & 10 No in person labs this week	**Mid Term quiz** Up through and including EKG	**Quiz will be available to take anytime Wednesday through Friday 10/9 - 10/11 of this week. Typical quiz time is 40-60 minutes.**	Post lab #7: Regulatory Compliance (Due 10/13)****
Week 7 Oct 16 & 17	Blood Pressure Prelab*	Blood Pressure** (Due Sunday 10/20 @11:59pm) *Note: Please wear/bring a t-shirt for the lab today.*	Post lab #8: Blood Pressure (Due 10/20)**** *DeJargonizer Project in D2L Assignment folder***** (Due 10/20)*
Week 8 Oct 23 & 24	Lung Volumes Prelab*	Lung Volumes** (Due Sunday 10/27)	Post lab #9: Lung Volume (Due 10/27)****

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Week	Prelab Topic Commit in Kuracloud Lt	Lab Topic Commit in Kuracloud Lt AND upload to D2L assignment folder (instructions to follow)	Assignment **(Due dates)** Post labs - Commit in KuraCloud Lt Other assignments upload to D2L assignment folder
Week 9 Oct 30 & 31	GI Motility Prelab*	GI Motility Lab ** (Due Sunday 11/3)	Post lab #10: Ethics (Due 11/3 @11:59pm)****
Week 10 Nov 06 & 07	Kidney/Urinalysis Prelab*	Kidney/Urinalysis** (Due Sunday 11/10) *Note: Each person will collect their own urine specimens for analysis.*	Post lab #11: Urinalysis (Due by 11/10)****
Week 11 Nov 13 & 14	Exercise Physiology Prelab*	Exercise Physiology Lab** (Due Sunday 11/17)	Post lab #12: Career Path (Due 11/17 @11:59pm) ****
Week 12 Nov 20 & 21	Skills assessment week	Come to your regularly scheduled lab day and time. Skills assessments will be administered during the 1st hour. More info to come!	
Nov 28 & 29		*No Labs. Thanksgiving week*	*Eat Turkey!*
Week 13 Dec 4 & 5	Final Exam	Traditional Final exam will open in D2L Tuesday Dec 3rd at 8am and will be open until Thursday Dec 5th at 11:59pm. You can take it anytime between these dates. If you are choosing the alternative final, these will also be due in D2L assignment folder on Thursday Dec 5th at 11:59pm.	Final Self-Assessment due **Friday** Dec 6th 11:59pm in D2L Assignment folder.*****

<u>* code</u>
*Prelabs will typically be available on Fridays prior to the lab topic it relates. Prelabs will be due on **at the beginning of your lab day/time (i.e. 10:20am on day of lab)**.
** Commit lab reports in Kuracloud Lt AND submit pdf into D2L Assignment folder Labs must be completed the Sunday the same week as the lab activity assigned. All submissions will have a unique due date but all will be **Sundays at 11:59pm**.
****Post Lab Modules will be available on Fridays and also will have due dates of **Sundays at 11:59pm**.
*****Assignment **must be** Uploaded into designated D2L Assignment folder by date stated above.

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