

PE1000 (EC): Structural and Functional Anatomy – 3 (3-0-2) UT 75 Hours

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Dr. Brye McMorran **PHONE:** 780-539-2971
OFFICE: K215 **E-MAIL:** bmcmorran@nwpolytech.ca
OFFICE HOURS: Please email to schedule a phone or online meeting

CALENDAR DESCRIPTION: Introductory study of human anatomy. Students learn structural and functional components of selected systems of the human body.

PREREQUISITE(S)/COREQUISITE: None

REQUIRED MATERIALS:

Behnke, R.S. and Plant, J.L., (2022). Kinetic Anatomy 4th edition, Human Kinetics. ISBN: 9781718201439.

Students are responsible for all fees associated with ProctorU, a live proctoring service for online exams. Fees are paid when you schedule your exams through ProctorU.

Pricing per exam is as follows:

60 minutes or less – \$16 USD

61-120 minutes – \$25 USD

121 - 180 minutes – \$31 USD

Commented [LW1]: We call it the Spring Semester (even though it technically runs through the Summer)

Commented [LW2]: Might be worth noting that zoom meetings or teams meetings will be available so students don't think that appointments have to be in person.

NORTHWESTERN POLYTECHNIC

DELIVERY MODE(S): Remote/Online asynchronous: a variety of methodologies will be employed including readings, videos, assignments, and quizzes. To complete this course, students **must have** a computer with a webcam and reliable internet connection. Technological support is available through:
<https://www.nwpolytech.ca/students/techsupport/index.html>

LEARNING OUTCOMES: By the end of the course, students will be able to:

- Communicate effectively about anatomical principles, concepts, structures, and their relationships using appropriate terminology.
- Recognize and describe a range of anatomical structures, including systems, organs, and tissue types.
- Describe tissues and organs at macroscopic and microscopic levels, including their structure and function.
- Develop critical thinking and problem-solving skills in the context of anatomy.
- Understand how anatomical structures contribute to human movement.
- Identify surface landmarks and palpate anatomical structures.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Assessment	%
Module 1 Test	30
Module 2 Test	30
Module 3 Test	30
Check your knowledge	10

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100	C+	2.3	67-69
A	4.0	85-94	C	2.0	63-66
A-	3.7	80-84	C-	1.7	60-62
B+	3.3	77-79	D+	1.3	55-59
B	3.0	73-76	D	1.0	50-54
B-	2.7	70-72	F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

This course is organized by regional anatomy into three modules:

- Module 1 - Introduction, Terminology, Head, Neck, Back
- Module 2 – Upper limb, Lower limb
- Module 3 – Thorax & Abdomen, Respiratory system, Circulatory system, Nervous system, and Digestive system.

Despite the course being asynchronous, students must follow the order of the Modules. Student's must also commit to 3 fixed deadlines:

- Module 1 must be completed by May 30
- Module 2 must be completed by June 13
- Module 3 must be completed by June 27

Students must pay attention to these deadlines, and it is strongly advised not to wait until the deadline to finish the module. If a student misses one module deadline, they will automatically fail the course. The instructor reserves the right to adjust the dates to facilitate learning.

Please note that all three module tests **MUST BE TAKEN** with ProctorU by each deadline. It is the student's responsibility to schedule each test at least 3 days (72 hours) in advance of the test. If you miss this deadline, you cannot take the test. See more information on ProctorU at the end of the course outline.

Commented [LW3]: Can this be put into bullet points to make it easier to read? Not required just a suggestion.

NORTHWESTERN POLYTECHNIC



Within each module, there are “Check your Knowledge” activities/quizzes that account for a total of 10% of your final grade. Students are encouraged to take the “Check your Knowledge” quizzes as many times as they would like and review all activities prior to attempting the Module tests.

Module	Week	Topic	Module Test
1	1 (May 5-9)	-Introduction -Terminology -Head	
	2 (May 12-16)	-Neck -Back	
2	3 (May 19-23)	-Upper Limb	
	4 (May 26-30)	-Lower Limb	Module 1: May 30 by 6:00pm MT
3	5 (June 2-6)	-Thorax and Abdomen	
	6 (June 9-13)	-Respiratory system -Circulatory system	
	7 (June 16-20)	-Nervous system -Digestive system	
	8 (June 23-27)	-Review	

Deadlines	Date	Time
Schedule Module 1 Test	May 27	6:00 pm MT
Module 1 Test	May 30	6:00 pm MT
Schedule Module 2 Test	June 10	6:00 pm MT
Module 2 Test	June 13	6:00 pm MT
Schedule Module 3 Test	June 24	6:00 pm MT
Module 3 Test	June 27	6:00 pm MT

STUDENT RESPONSIBILITIES:

Refer to Northwestern Polytechnic policy on the Student Rights and Responsibilities on the NWP website.

Valid reasons for not completing modules (including tests) need to be communicated to the instructor as soon as possible and are limited to:

- Medical emergencies (physician note may be required)
- Death in the immediate family (death certificate may be required)
- Other significant occurrences (some form of documentation may be required)

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and

*Note: all Academic and Administrative policies are available on the same page.

USING PROCTORU:

This course uses ProctorU Live for online exams. To utilize this service, you are required to complete the following steps:

- Create a ProctorU account by clicking the ProctorU link in the course.
- Download and install the Guardian Web Browser, Google Chrome, and the ProctorU extension.
- Schedule each exam at least 3 days (72 hours) in advance. If you miss this deadline, you cannot take the exam.
- Pay for the proctoring service. The fees are exclusively your responsibility and in no event shall be the responsibility of Northwestern Polytechnic.

For more detailed instructions [click here](#), and for video instructions [click here](#).

Before each exam, you must complete a room scan with your web camera, during which you will show your surroundings to a live proctor.

The invigilator will ask to view (but not collect or store) your student identification to verify your identity and will remotely access your computer to unlock the exam. When monitoring your actions via video streaming, the invigilator may possibly record your actions if they suspect academic integrity behavioural issues. You will be verbally notified if/when recording begins.

The collection of and access to the personal information listed above is permitted under subsection 33(c) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25, which states, "No personal information may be collected by or for a public body unless that information relates directly to and is necessary for an operating program or activity of the public body." In addition, subsection 39(4) states, "A public body may use personal information only to the extent necessary to enable the public body to carry out its purpose in a reasonable manner."

Records Retention: Any video records of you created by ProctorU will be kept by ProctorU for a maximum of 7 days in order to make a decision about any possible academic integrity infraction, after which time it shall be permanently deleted. All other personal information collected and stored by ProctorU within your profile account will be permanently deleted if the account has not been used after one year.



Consent to Store Personal Information Outside Canada

ProctorU is an American company. An agreement is in place between ProctorU and Northwestern Polytechnic by which ProctorU will take reasonable steps to protect your personal information from unauthorized access and disclosure. Information about how ProctorU protects your privacy can be found in their [Privacy Policy](#).

By using the ProctorU service via Northwestern Polytechnic, you consent to the storage of and access to your personal information outside of Canada.

This consent is in effect from the day you register with ProctorU and expires one year after completion of your exam.

Additional privacy and liability information regarding the use of ProctorU is available on the NWP website.