

## Zoology 113 Human Physiology

### Grading Procedures

The entire course is worth 485 points split between the lecture and laboratory portions of the course. The lecture exams total 350 points (~72% of the overall course grade), with the laboratory reports and quizzes totaling 135 points (making up the remaining 28% of the course grade). In addition, you may earn up to 50 Extra Credit points. You may earn up to 35 extra credit points by completing the worksheet for each of the seven A.D.A.M. CD-ROM sections (5 points/CD section) assigned for the course (see syllabus). The A.D.A.M. CD-ROM is a fantastic study aid that can greatly increase your understanding of the course material. The extra credit points are here to encourage you to take advantage of this resource. The information required to earn these Extra Credit points is not necessarily the most important information on the CD, and *may* be relatively obscure & picayune information (to encourage you to thoroughly explore the CD). A Study Guide will be provided for each CD. The answers for the Extra Credit questions will be contained in the sections of the CD covered by the Study Guide (some CD sections contain a lot of material for which you will not be responsible). The final 15 extra credit points may be earned by turning in the *Review Sheet* for *PhysioEx* Exercise 8 (Chemical and Physical Processes of Digestion) prior to or at the Final Exam (May 14). This exercise will be performed during the last laboratory period (May 4). The May 4 laboratory period and material contained therein is not optional; turning in the *Review Sheet* is optional.

### Exams

There will be two midterm exams and a cumulative final exam. Each of the midterm exams will be worth 100 points, and the final exam will be worth 150 points. The midterm exams will be administered in class on **February 27** and **April 7**. The final exam will be administered during the final exam period on **Friday, May 14** from **10:20 to 12:10**. The final exam will be approximately 2/3 new material, presented after the second midterm exam, and about 1/3 cumulative material (from the first two exams). Examination questions will cover *only lecture material*. Material in the text that is not covered in lecture will not be covered in the exams. However, I may tell you to read a particular section of the text, and that that section is considered fair game as exam material. Material covered in laboratory lectures or the study guides for the A.D.A.M. CD-ROM is considered lecture material and is fair game for exam questions. The midterm exams will consist of 50 multiple choice questions, while the final will consist of 75 multiple questions.

### A.D.A.M. Interactive Physiology CD-ROMs

The CD can be run on most PCs with Windows 95 or later and Macintoshes with MAC OS 8.1 or later (detailed requirements are listed with the software). The computer also needs a web browser with the Macromedia *Flash* and *Shockwave* plug-ins installed. If your computer lacks any of this software (except the OS), the A.D.A.M. CD-ROM will install the needed components. This CD is a wonderful learning tool; however, it is very information dense. To help guide you through the CD, I will provide you with a Study Guide for each section of the CD (one section of the CD is not assigned for this course). To encourage you to use the CDs, **each Study Guide will also contain several questions about information presented on the CD. The question set for each CD is worth 5 points** (35 points total). You will be informed of the due date of each question set when the Study Guide is distributed. Extra Credit question sets will be turned in via the assignment function of the *Blackboard* web site.

As mentioned above, these CDs are very information dense. To facilitate your use of the CDs, I have a few suggestions. First, read the relevant section of the textbook prior to viewing the CD – that way more of information in the CD will be familiar to you, and the amount of information overload will be reduced. I also recommend that you break up viewing a section of the CD into several sessions. While it is possible to completely view a CD section in two or three hours, your poor brain will probably reach saturation long before the end.

## Laboratory

Points will be earned through six 15-point laboratory quizzes and three *Review Sheets* associated with a *PhysioEx* computer simulation. Each *Review Sheet* is worth 15 points. *Review Sheets* are due one week following completion of the exercise. **Late *Review Sheets* will be docked 2 points per day for lateness.** The dates of the quizzes are given on the laboratory syllabus.

Prior to coming to the laboratory, you should have read the laboratory handout and be familiar with the experiments you will conduct that day. If I find that you do not adequately prepare, I reserve the right to institute **pop quizzes**. All laboratory handouts will be distributed through the *Blackboard* web site. You are responsible for printing out and reading the handouts prior to lab (Don't wait until the last second! If you use a University computer lab to print out the handout, and you wait until just before lab to print out the exercises, you can be sure that all computer labs will be full, and all the printers will malfunction. Murphy's law is just looking for some poor sap to attack.).

**Important hint for printing Adobe Acrobat documents on University computers.** Several of the documents distributed for this course are in *Adobe Acrobat* format. This can often cause difficulties in printing these documents out on University computers. If you have your own computer & printer, you probably can ignore the following. After opening the document from the *Blackboard* web site and invoking the print command, a dialog box will open (sometimes called a *print window*). This dialog box specifies printing options (including what printer you're using, which pages you want to print, etc.). On computers running *Windows*, toward the top of this screen (below the "Properties" button) there is a check box labeled "Print as Image". Make sure this option is checked. On *Macintosh* computers, in the *print window*, click on *General* and then chose *Acrobat Reader*. When you do this the text in the print window will change. Find the area where it says *Print Method*. Change this option from *Postscript* to *Print as Image*. Using the *Print as Image* option will allow *Acrobat* documents to print on all computers. If you have your own computer & printer, you will probably not need to select the "Print as Image" option to successfully print these documents.

## Grading Scale

The student with the highest point total in the class will be considered perfect (!) (I'm sure s/he won't disagree) and her/his grade will be considered 100%. The A/B dividing line will be 90% of the top student's score, the B/C line will be 80%, the C/D line will be 70%, and the D/F line will be 60%. Plus and Minus grades (e.g., A-, B+) will be assigned around the dividing lines. The dividing lines between grades will be determined *prior* to adding in any Extra Credit points you may have earned.