

# Anatomy & Physiology 1

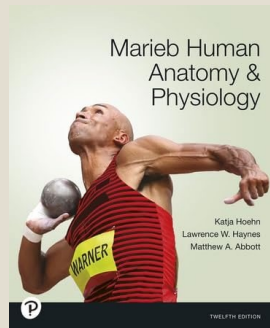
Fall 2025; Online; 8-week Course

Instructor: Amanda Rakhshandeh, PhD

## Required Materials:

### Textbook

- E-text included in tuition fees
- Available on first day of class
- You can opt out. See Blackboard for more info.



### Note-taking & Study Guide

- Download & print for free OR
- Purchase pre-printed from SPC bookstore (~\$40)

### BIOLOGY 2401: ANATOMY & PHYSIOLOGY I SOUTH PLAINS COLLEGE

#### NOTE-TAKING & STUDY GUIDE

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### External Webcam

- Check out from SPC library OR
- Purchase on your own
- Typical cost - \$20 - \$30



Scan for SPC library contact info



## Where & when do we meet?

We don't. This course is a fully online course, so all material can be found through Blackboard.

## Plan to complete assignments every day for the entire course.

## How do I get ahold of you?

Drop by:

M/T/W/Th; 12:30 – 2  
F: 10 – 12

Science Building  
Room 135

Or email for an appointment at another time

Call me:  
806.716.2317

Email me:  
[arakshandeh@southplainscollege.edu](mailto:arakshandeh@southplainscollege.edu)

Expect a reply sometime the next business day.

## Important dates:

• 8/25: First day of class

• 9/1: Labor Day

• 9/2: Last day to drop without it on your transcript

• 10/9: Last day to drop with a "W"

# What will we learn in this class?

## Topics Covered

### Building Background Knowledge

Themes, body overview, terminology (Ch. 1)

Chemistry (Ch. 2)

Cell Structure & Transport (Ch. 3)

Tissues (Ch. 4)

### Organ Systems in Depth

Integumentary System (Ch. 5)

Skeletal System (Chs. 6 & 7)

Nervous System (Chs. 11 to 14)

Muscular System (Chs. 9 & 10)

### Questions we'll ask in every section

How does the shape of a body part cause it to function in a specific way?

What new functions can be seen once different anatomical structures begin working together?

How do different parts of the body sense their environment? How do they then respond?

How do different parts of the body obtain and use energy?

How do biologists describe the body to one another?

How are different biological structures & functions similar? How are they different?

Overall goal: Prepare you for the next step in your Allied Health career

### Life can impact learning, but SPC can help:

The SPC Health & Wellness Center has several resources that can help you, should unexpected emergencies arise, including:

- Food assistance
- Help paying bills
- Medical care
- Mental health counseling and referrals
- Other free or reduced cost programs

Visit this link to learn more:

<https://www.southplainscollege.edu/health/studenthealth.php>



### Car break down?

Don't worry, there's a shuttle service between Lubbock & Levelland. Visit this link to learn more:

<https://spartanpublictransit.com/spc-express.php>



# What are the assignments for this class?

## Lecture Exams

- Five total exams testing your understanding of physiology and your “mental maps” of body structures.
- One make-up exam allowed, if you miss an exam.
- No re-takes allowed.
- No dropped grades, but an optional comprehensive final lecture exam can replace lowest grade.

## Lab Exams

- Four total exams testing your ability to identify anatomical structures.
- Fill-in-the-blank, no word bank, spelling or pronunciation counts.
- One make-up exam allowed, if you miss an exam.
- No re-takes allowed.
- No dropped grades, but an optional comprehensive final lab exam can replace lowest grade.

## Videos & Tutorials

- Fill out note-taking guide as you watch videos & complete tutorials.
- Answer graded questions in videos (two chances/question).
- List ideas you don't understand in the Discussion Board for the week.
- No make ups.
- Lowest five video grades dropped.

## Orientation Assignments

- Start-here assignments to help you understand the course structure and expectations.
- Chapter 1 quizzes to see if these learning tools help you. Quizzes for the rest of the semester are optional.
- No make ups.
- Lowest one grade dropped.

## Discussion Board

- Ask two questions on course content each week. What counts as a question is given on Blackboard.
- Lowest one discussion grade dropped.

## How much are assignments worth?

- Lecture Exams = 65%
- Lab Exams = 25%
- Videos = 6%
- Orientation = 2%
- Attendance = 2%

## Do you offer extra credit?

No, although easy assignments are due in the first days of the course and can be found in the Start Here folder. They give your grade a cushion, so don't miss them!

## How do you assign grades?

- 89.5 and up = A
- 79.5 – 89.49 = B
- 69.5 – 79.49 = C
- 59.5 – 69.49 = D
- 59.49 and down = F

## What if I'm on the borderline?

Since I drop grades, my cut-off is strict. An 89.49 would earn a “B”. An 89.50 would earn an “A”.

## Do you curve grades?

No, although I do review all exam keys for accuracy and hand-grade all fill-in-the-blank questions.

# How do I succeed in this class?

## Spend enough time studying outside of class.

- 16-week classes = 12 hours a week
- 8-week classes = 20 hours a week
- 5-week classes = 30 hours a week

## Watch videos and tutorials & fill out the note-taking guide.

- If you don't watch videos, you've missed lecture.
- If you don't complete tutorials, you've missed important concepts.
- Actively take notes while watching videos and completing tutorials. Pause often. Details matter, so write them down. Write down questions.

## Ask questions.

- Enter questions in the Discussion Board. The more specific you are, the better I can help.
- Ask questions until you fully understand everything, and your note-taking guide is fully filled out.
- Set up a time to meet with me for extra help.

## Use the learning tools I provide.

- I post learning aids for every section in the weekly folders on Blackboard.
- The Course Resources section has many learning aids, too. Try them out and see which ones work best for you.

## Make your own study aids & quiz your memory repeatedly.

- Make your own study aids, such as outlines, drawings, diagrams or mind maps as you review your notes.
- Quiz your memory over and over again using any of the following: blank versions of the note-taking guide, practical exam flash cards, extra online tutorials, lecture exam reviews. Only use your notes to briefly jog your memory when you forget something. Then, close them and continue testing your memory.
- Note: Reading text, notes, review guides, or images over and over again is the **LEAST EFFECTIVE** way to study for this class. Students who do not test their memories of course concepts when studying typically earn around a 40 to 50% on major examinations.

## Which learning tools are used most often?

YouTube channel: Re-watch course videos any time.

Note-taking guide: Structure your notes & know when you miss something important.

Lecture exam reviews: Lists topics for the exams. All topics match some part of the Note-taking guide.

Practical exam "terms to know"

Mock quizzes: Get a sneak peek into the exam and adjust your studying habits early.

Online tutorials: Check your note-taking guide, test what you know & quiz your memory.

Instructor-made flash cards: Contains all structures that could be seen on the practical exams.

Hands-on Models – Check them out for on-campus use at the SPC Science Center, the Texas Tech main library or the Plainview Center.

Tutoring – Free SPC tutors are available to all currently enrolled students.



Other tools available in Course Resources on Blackboard.

# What are your other policies?

## Participation

- I may drop you after you miss two days of assignments.
- If I drop you, you will receive a grade of "X", not "W".
- If you decide to stop attending class, it is your responsibility to drop this course and verify that you are no longer enrolled.

## Major exam protocols

- Exams are given online using HonorLock and an external webcam.
- You must show official picture identification.
- Blackboard lists exam conduct requirements, as well as consequences for violations.
- Consequences for violating exam protocol will be suspended on the prior knowledge quiz, so that I can help you correct honest mistakes.
- *Immediately* visit HonorLock support for technical difficulties. If you email me, regularly check your email, in case of a quick reply.

## Cyber or in-person bullying

- Disorderly conduct, verbally abusive or intimidating emails, or subjecting another person to inappropriate, abusive, threatening, or demeaning actions will be subject to disciplinary action, including being required to withdraw from the course.

## Cheating

- Cheating will not be tolerated and is subject to disciplinary action.
- A list of what may be considered cheating is found on Blackboard.

## Other SPC Policies:

For information regarding Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, Campus Concealed Carry, and COVID-19 please use the following link: <https://www.southplainscollege.edu/syllabusstatements/>



For the college withdrawal policy, please visit <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>



The instructor reserves the right to make changes to this schedule as necessary.

**BIOLOGY 2401 TENTATIVE ASSIGNMENTS SCHEDULE FALL 1 2025– ALL ASSIGNMENTS ARE DUE AT 11:59 PM CST ON THE DATE LISTED, EXCEPT FOR IN-CLASS ASSIGNMENTS. YOU ARE WELCOME TO WORK AHEAD AT ANY TIME!**

Due Date	Week 1 assignments	Webcam needed?	Done?
M – Aug 25	Orientation Videos	---	
	Am I Ready? Quiz	---	
	Study Schedule	---	
	Video: scanning when testing	---	
	Prior knowledge quiz	Yes	
	Course messages quiz	---	
	Student learning survey	---	
	Do you want models? survey	---	
T – Aug 26	Chapter 1 videos (#1, 2, 3 & 4)	---	
W – Aug 27	Chapter 1 videos (#5, 6, 7 & 8), Chapter 1 online tutorial, Chapter 1 quizzes	---	
Th – Aug 28	Chapter 2 videos (#1, 2, 3 & 4)	---	
F – Aug 29	Chapter 2 videos (#5, 6 & 7), Chapter 2 online tutorial, Discussion board	---	

Due Date	Week 2 assignments	Webcam needed?	Done?
T – Sep 2	Chapter 3 videos (#1 to 7)	---	
W – Sep 3	Chapter 3 videos (#8 & 9)	---	
Th – Sep 4	Lecture Exam 1: Chs. 1, 2 & 3	Yes	
	Lab Practical Exam: Chs. 1 & 3	Yes	
F – Sep 5	Chapter 4 videos (#1 to 6), Discussion board	---	

Due Date	Week 3 assignments	Webcam needed?	Done?
M – Sep 8	Chapter 4 videos (#7 to 11)	---	
T – Sep 9	Chapter 4 online tutorials (#1 & 2)	---	
W – Sep 10	Chapter 5 videos (#1 to 6)	---	
Th – Sep 11	Chapter 5 online tutorial	---	
F – Sep 12	Chapter 6 videos (#1 to 6), Discussion Board	---	

Due Date	Week 4 assignments	Webcam needed?	Done?
M – Sep 15	Chapter 6 online tutorial	---	
T – Sep 16	Lecture Exam: Chs. 4, 5 & 6	Yes	
W – Sep 17	Chapter 7 videos (#1, 1a, 1b & 1c)	---	
Th – Sep 18	Chapter 7 videos (#1d & 1e), Chapter 7 online tutorial #1	---	
F – Sep 19	Chapter 7 videos (#2, 2a, 3, 3a & 3b), Ch. 7 online tutorial #2, Discussion Board	---	

Due Date	Week 5 assignments	Webcam needed?	Done?
M – Sep 22	Chapter 7 videos (#4, 4a, 4b, 5 & 6)	---	
T – Sep 23	Chapter 7 online tutorial (#3)	---	
W – Sep 24	Chapter 8 videos (#1 to 4), Chapter 8 online tutorial	---	
Th – Sep 25	Lecture Exam: Chs. 7 & 8	Yes	
	Lab Practical Exam: Ch. 7	Yes	
F – Sep 26	Chapter 11 videos (#1 to 5 & 9), Discussion Board	---	

Due Date	Week 6 assignments	Webcam needed?	Done?
M – Sep 29	Chapter 11 videos (#6 to 8), Chapter 11 online tutorial	---	
T – Sep 30	Chapter 12 videos (#1 to 4 & 12)	---	
W – Oct 1	Chapter 12 videos (#5 to 9 & 13), Chapter 12 online tutorial #1	---	
Th – Oct 2	Chapter 12 videos (#10 & 11), Chapter 12 online tutorial #2	---	
F – Oct 3	Chapter 13 videos (#1 to 6), Chapter 13 online tutorial, Discussion Board	---	

Due Date	Week 7 assignments	Webcam needed?	Done?
M – Oct 6	Chapter 14 videos (#1 & 2), Chapter 14 online tutorial	---	
T – Oct 7	Lecture Exam: Chs. 11, 12, 13 & 14	Yes	
	Lab Practical Exam: Chs. 11, 12 & 13	Yes	
W – Oct 8	Chapter 9 videos (#1 to 4)	---	
Th – Oct 9	Chapter 9 videos (#5, 6 & 7), Chapter 9 online tutorial	---	
F – Oct 10	Chapter 10 videos (#1, 1a, 1b, 1c & 1d), Discussion Board	---	

Due Date	Week 8 assignments	Webcam needed?	Done?
M – Oct 13	Chapter 10 videos (#1e, 1f, 1g, 1h, 1i, & 1j)	---	
T – Oct 14	Chapter 10 videos (#2 & 3), Chapter 10 online tutorial	---	
W – Oct 15	Lecture Exam: Chs. 9 & 10	Yes	
	Lab Practical Exam: Ch. 10	Yes	
Th – Oct 16	Optional comprehensive final lecture exam – (Chs. 1 through 14)	Yes	
	Optional comprehensive final lab practical exam – (Chs. 1, 3, 7, 10, 11, 12 & 13)	Yes	