

Biology 2030: Anatomy
California State University, Los Angeles
Spring 2023

LECTURE INSTRUCTOR: Dr. Raul E. Diaz, Jr.

- **Office, Lab:** La Kretz Hall 394, 309 [Lab is where I am 99.999% of the time drop by there]
- **Email:** rdiaz9@calstatela.edu
 - Your emails will be answered within 24hrs. Things do come up, please be patient (i do not check emails at night)
- **Office Phone:** (323) 343-2077 (but email is my primary contact)
- **Lecture Day/Time:** Monday, Wednesday, Friday 8:00am-8:50am in Kings Hall, Room 1076
- **Lecture "Office Hours":** Monday 10AM-11AM and by appointment *ahead of time* ONLY Here are the lab instructor assignments:

LAB INSTRUCTORS (all lab sections meet in room ASCB363):

Lab Section 02: Dr. Rhema Johnson

- Day, Time: Monday, 10:55am-1:25pm
- Office Hours: Monday, 1:30pm-2:30pm

Lab Section 03: Dr. Anahid Mirzatoni

- Day, Time: Monday, 1:50pm-4:20pm
- Office Hours:

Lab Section 04: Dr. Mohammad Razaee Baroon

- Section meets on (Day, Time): Tuesday, 1:50pm-4:20pm
- Office Hours: Friday, 10:00AM-12:00PM (Zoom: <https://calstatela.zoom.us/j/89581981784>)

Lab Section 05: Dr. Mohammad Razaee Baroon

- Section meets on (Day, Time): Wednesday, 10:55am-1:25pm
- Office Hours: Friday, 10:00AM-12:00PM (Zoom: <https://calstatela.zoom.us/j/89581981784>)

Lab Section 06: Dr. Rhema Johnson

- Section meets on (Day, Time): Wednesday, 1:50pm-4:20pm
- Office Hours: Monday, 1:30pm-2:30pm

Lab Section 08: Dr. Rhema Johnson

- Section meets on (Day, Time): Friday, 10:55am-1:25pm
- Office Hours: Monday, 1:30pm-2:30pm

Lab Section 09: Dr. Rhema Johnson

- Section meets on (Day, Time): Monday, 6:00pm-8:30pm
- Office Hours: Monday, 1:30pm-2:30pm

Questions concerning the overall course should be addressed to Dr. Raul E. Diaz, jr.

Course Description

This course provides an introduction to human anatomy. The human body is an amazing machine, so think of this course as a "user's manual" for understanding your body. Our general objective will be to understand the structure and basic functions of the body and its organ systems:

- Integumentary system
- Skeletal system
- Muscular system
- Cardiovascular system
- Lymphatic system
- Respiratory system
- Digestive system
- Urinary system
- Reproductive system
- Nervous system
- Endocrine system

Student Learning Outcomes — after completing this course, you will be able to:

- Identify and describe key structures and functions of the human body, from microscopic through macroscopic levels of organization
- Discuss how organ systems work together to carry out life functions
- Recognize and apply basic anatomical and scientific terminology
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In order to complete this course, you will need the following items:

(1) Textbook

You will need to purchase a textbook for this course, in order to complete lecture and lab assignments. In general, any used anatomy textbook will suffice. Textbooks may be purchased in the bookstore or online. Any edition is fine, so feel free to purchase or borrow a used copy! We will use information and images from all of the textbooks listed below. **Lecture exams are from presented material available to you in lecture powerpoints** (meaning = you should be able to do well on exams ONLY from my ppt slides).

○ **Recommended textbooks:**

- ***Human Anatomy & Physiology*** by Marieb and Hoehn. *8th Edition or newer.*
 - Used editions on [Amazon](#) [Links to an external site.](#) [Lecture]
- ***Visual Anatomy & Physiology*** by Martini, Ober, Nath, Bartholomew, and Petti.
 - Hard copy or ebook, new or used: [amazon.com](#) [Links to an external site.](#), etc. [Lab]
 - Ebook with extra study materials (practice questions and quizzes, etc): [pearson.com](#) [Links to an external site.](#)

○ **Alternative textbooks.** These books have more information if you choose to do more reading on your own:

- *Human Anatomy*, by Martini, Tallitsch, and Nath: [amazon.com](#) [Links to an external site.](#), etc. I like this book a lot, but if you purchase this one you will need to purchase a separate physiology textbook when you take BIOL 2040.

- *Human Anatomy*, by Marieb, Brady, and Mallatt: [amazon.com Links to an external site.](#), etc. I also like this book a lot, but again, if you purchase this one you will need to purchase a separate physiology textbook when you take BIOL 2040.
- *Human Anatomy*, by McKinley, O'Laughlin, and Pennefather O'Brien: [amazon.com Links to an external site.](#), etc. Great figures. If you purchase this one you will need to purchase a separate physiology textbook when you take BIOL 2040.
- *Human Anatomy & Physiology*, by McKinley, O'Laughlin, and Bidle: [amazon.com Links to an external site.](#), etc. You can use this book for both anatomy (BIOL 2030) and physiology (BIOL 2040), but it will have a lot more information than you need for 2030.
- *Human Anatomy & Physiology*, by Openstax (free): [here Links to an external site.](#) This is a free online textbook. Again, dense reading and the pictures aren't as nice, but it's free...

(2) Proctorio (\$20). This is a proctoring service that will monitor you during your **EXAMS**, using your computer's webcam and microphone (**YOU NEED A COMPUTER (not cell phone) WITH A CAMERA AND MICROPHONE TO COMPLETE THIS COURSE SUCCESSFULLY**). If you lack a computer even after the resources on campus have been exhausted please reach out to Dr. Raul Diaz or Dr. Ashley Heers.

- Borrow a laptop from the university's laptop loan program --

> <https://www.calstatela.edu/deanofstudents/laptop-hotspot-loan-program> [Links to an external site.](#)

- Reserve a room in the library to take an exam --> <https://www.calstatela.edu/library/rooms> [Links to an external site.](#)

(3) (OPTIONAL) Essential Anatomy app (\$15): You will use this app extensively for lab. To download this app, click on one of the links below, then click on "download" (bottom right corner) and follow the instructions

- iPhone, iPad, Mac: <https://3d4medical.com/apps/essential-anatomy-5> [Links to an external site.](#)
- Android, Windows: <https://3d4medical.com/apps/essential-anatomy-3> [Links to an external site.](#)

(4) Internet Access. You will need the internet to access **Canvas** and receive announcements from your instructors, watch lectures, "attend" office hours or lab meetings, download and/or complete assignments, and take quizzes / exams.

- **Canvas for BIOL2030** contains announcements, the syllabus, lecture and lab handouts, homework assignments, quizzes / exams, and movies, grade points, and anything else the teaching staff deems relevant to your successful completion of the course.
- You can log in to Canvas from the "My Cal State LA" Portal.

(5) (OPTIONAL) A Zoom account. You may end up using Zoom for office hours, that is between you and your instructor.

1. Click on the link provided by your instructor to access the online meeting (see "Contact Information & Meeting Times" for links).
 2. When prompted, download and install/run the Zoom software (if using the app, download the app from an app store).
 3. Enter your first and last name when prompted to join the meeting.
 4. Use the "Join Audio by Computer" option to use your computer speakers and microphone to hear and speak during the online meeting.
 5. Use "Test Computer Audio" if you encounter any issues with your speakers or microphone.
 6. Refer to the [Joining a Zoom Meeting Guide Links to an external site.](#) for more information.
 7. Access the online meeting 5 minutes before the start time.
- Online Meeting Netiquette: <https://calstatela.zoom.us/j/794080117> [Links to an external site.](#)

1. Unless actively speaking, keep your microphone muted.
2. Mute your webcam if it is capturing something distracting or could disrupt the meeting.
3. Use the Chat feature to ask a question or participate in the meeting. Do not use the Chat for off-topic conversations.
4. Use the Raise Hand feature to get your instructor's attention.

(6) Printer or PDF editor.

- If you prefer writing out your lecture notes and lab activities, you will need access to a **printer**; all lecture notes and lab activities can be downloaded from Canvas and printed, and this may make it easier for you to study. Printing in black and white is fine! I RECOMMEND THIS OPTION if you can swing it.
- Alternatively, you may keep your lecture and lab notes completely digital. **You will need to be able to write and/or draw on your lecture notes and lab handouts. So, if you choose this option, you will need to use a PDF editor.** Here are some options:
 - Mac-users: Preview (free). [Instructions here](#)[Links to an external site.](#)
 - Mac- or Windows-users: Adobe Acrobat Reader ([free here](#) [Links to an external site.](#)). [Instructions here](#) [Links to an external site.](#)
 - My favorite for mac or ipad: [goodnotes](#) [Links to an external site.](#) (this one allows you to write, draw, etc. with an apple pencil or similar)

(7) Optional but Recommended. You may also want to consider purchasing **highlighters** and **colored pencils** (to highlight notes, color lab handouts, etc), and potentially index cards (if you like making your own flashcards).

Learning human anatomy is like learning a second language — you learn it best when you immerse yourself in the culture! So be sure to pay attention to announcements, watch videos and come to classes prepared, and keep up with assignments. Please be on time for meetings and courteous to your fellow students and instructors.

Academic Honesty:

Cheating on tests (copying others) and plagiarizing homework assignments is inexcusable. You should read and abide by the University's Academic Honesty Policy, which can be found [here](#) [Links to an external site.](#). If you have any questions, please ask!

Netiquette:

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as *netiquette*. Here are some **general guidelines** for communicating online:

- Treat your instructor and classmates with respect
- Use your instructor's proper title, such as Dr. or Professor
- Use correct spelling and grammar, and avoid slang terms such as “wassup?” or texting abbreviations such as “u” instead of “you”
- When you send an email to your instructor, teaching assistant, or classmates:
 - Use a descriptive subject line
 - Use complete, concise sentences
 - Consolidate your questions — if you have many questions, make a list and send it to your instructor as one email, rather than many; if you email your instructor multiple times a day, he or she will not be able to keep up with your questions
 - Be patient — give your instructor time to respond

What to expect in Lecture

* Lectures will be pre-recorded and uploaded into Studio via Canvas, links to videos will be provided on the main page of our lecture canvas shell in their respective weekly module as a link for you to stream. Additionally, a PDF of the lecture PPTs will be uploaded with the link for you to follow along and take notes (either via software on a tablet, or you can print and do it oldschool with notes, etc). Lectures will be posted by early morning on the day of the lecture. Optimally, i will have both lectures for the week uploaded on the weekend before the week begins (this is what i truly aim for! but it is my first time putting them together for this class so i will see how well this goes)

* You will have 4 Lecture exams. They are NOT cumulative. Lecture exam 04 = your final exam. Lecture exams are BASED ON LECTURE MATERIAL PRESENTED ONLY. I will not be assigning readings and testing you on material in the book. If it was not in my lecture, you will not see it on the exam (theoretically, you do not need a book for my lecture... BUT it is an absolutely valuable reference to have and do not see students doing well without having one)

* You will have 07 Lecture Quizzes and 08 Lecture Homeworks.

Exams, Quizzes, and Homeworks will be assigned via Canvas and will have a deadline (at which point they will be automatically submitted whether you completed them or not). You will have a couple of days to complete these assignments (Thu-Sun).

As of 14 January 2023, the date for your Final Exam (per university guidelines) has not been posted, i will update this once the university completes their scheduling.

Most lecture topics will be explored further in lab. Each lab involves 3 steps:

- **STEP 1: Preparation.** First, you will watch a short **online video**. This video will give a brief overview of what you will be learning in lab. Most of the time, the topic will have already been covered in lecture, but there are a few instances where it will not. Either way, **READ YOUR LAB HANDOUT** and consider **watching the LAB VIDEO before your scheduled lab time**. Your instructor will also show the video at the beginning of lab.
- **STEP 2: Lab Activity.** Download or print the **lab activity** from Canvas and follow instructions. Each activity will involve a series of "**Tasks**", such as labeling diagrams or identify structures on your Essential Anatomy app. Ask questions and get help as you work through the lab activity. **You must show your lab instructor that you have completed the lab handout in order to get attendance points for lab.**
 - **Key terms** are listed on the first page of the handout. You must be able to identify and describe the function of each listed structure
- **STEP 3: Simulator.** Simulators are online "practice exams" similar to flash cards. You will work on these after lab. Simulators are designed to help you practice the lab material and assess your learning progress. You can submit a simulator as many times as you'd like (Canvas saves your top score) up until the due date, which is one week after the lab.

Lecture and Lab Schedule

Date	Week	Lecture Topic	Homework	Lecture Quiz	Lecture Exams (due by Sunday 11:59pm)	Laboratory Topic & Simulators (due Wed. ~1wk after lab)	Lab Exams (due Sat. 1wk after last topic)
Week of January 23	1	Intro to Human Anatomy				START Intro to Human Anatomy - Simulator #1 (intro)	
Week of January 30	2	Cell Structure & Organization				FINISH Intro to Human Anatomy - Cells Simulator #2	
Week of February 06	3	Tissues	HW 01				
Week of February 13	4	Integumentary System		Quiz 01	Lecture Exam 01 (Intro - Integ)	Tissues - Simulator #3 (tissues)	
Week of February 20	5	Skeletal System				Skeletal System (axial)** - Simulator #4 (axial)	#1 (Intro-Tissues) - Due Feb. 19
Week of February 27	6	Joints	HW 02			Skeletal System (appendicular) - Simulator #5 (appendicular)	
Week of March 06	7	Muscular System				Joints & Movements (1/2 Lab); Review Bones - Simulator #6 (joints)	
Week of March 13	8	Cardiovascular System: Heart	HW 03			Muscular System (axial)** - Simulator #7 (axial)	#2 (bones-joints) - Due March 12
Week of March 20	9	Blood Vessels				Muscular System (appendicular) - Simulator #8 (appendicular)	
Week of March 27-April 02		Blood				Cardiovascular System (heart)**; Review muscular system - Simulator #9 (heart)	
Week of April 03	10	Lymphatic System		Quiz 03	Lecture Exam 02 (Skelet - Blood)		
Week of April 10	11	Respiratory System	HW 04			Cardiovascular System (blood vessels) - Simulator #10 (blood vessels)	#3 (muscles) - Due March 26
Week of April 17	12	Digestive System				Respiratory & Digestive Systems** - Simulator #11a (respiratory) and #11b (digestive)	
Week of April 24	13	Urinary System	HW 05			Urinary & Reproductive Systems** - Simulator #12a (urinary) & #12b (Reproductive)	
Week of May 01	14	Spring Break Holiday				Central & Peripheral Nervous System - Simulator #13 (nervous system)	#4 (Cardio - Repr.) - Due April 30
Week of May 08	15	Reproductive System		Quiz 04		Finish Central & Peripheral Nervous Systems, if necessary special senses - Simulator #14	
Week of May 15		Nervous System: Tissue	HW 06			REVIEW	#5 Nervous - Due May 13
Week of May 22		Spinal Cord & Nerves		Quiz 05			
Week of May 29		Brain and Cranial Nerves	HW 07				
Week of June 05		Special Senses					
Week of June 12		(special senses cont.)		Quiz 06			
Week of June 19		ANS	HW 08				
Week of June 26		Endocrine System		Quiz 07			
Week of July 03		Final Exam Week... Lecture Exam 04 [Final Exam] (Neural - Endoc)					

You will receive a single grade for the lecture and lab portions of the course:

Letter grades will be determined based on the grading scale below. You must have at least 70% to pass the course.

- A = (93% - 100%)
- A- = (90% - 92%)
- B+ = (87% - 89%)
- B = (83% - 86%)
- B- = (80% - 82%)
- C+ = (77% - 79%)
- C = (70% - 76%)
- D = (60% - 69%)
- F = (Below 59%)

Component	Points	Explanation
LECTURE		
Homework Assignments	80	8 online homework assignments (not timed), composed of multiple choice, matching, free response. Due dates posted in lecture schedule (posted after completion of material on Thursdays and due Saturday). 10 points each.
Quizzes	70	7 timed, online quizzes (see course schedule for due dates). <i>These quizzes will help you assess your learning and practice for exams.</i> 10 pts each
Exams	400	4 timed, online exams; formats may be any or all of the following: multiple choice, short-answer, fill in the blanks, diagramming. 100 pts per exam. Given during your scheduled lecture time.

LAB		
Attendance	14	You will receive points for completing the lab handouts during lab. 1pt per handout.
Simulators	96	16 Online exam "simulators", due ~1 week after lab. These are similar to studying flashcards, and may be taken as many times as you'd like up until the due date, to help you practice identifying anatomical structures. ~6pts per simulation.
Exams	250	5 timed, online, proctored lab exams, taken at a time of your choosing. Questions are pulled randomly from the simulators, so the more you practice the simulators , the better you will do on exams! You may take each exam 2 times , and your highest score will be saved. 50 pts per exam.
Essays	20	Essay questions are associated with 5 labs. In these essays, you will practice your writing while exploring how things like diet or exercise influence different organ systems. Your instructor will give you comments, which you can address to improve your initial score. 4pts per essay.
Practice with proctorio	5	This is a quick and easy practice quiz to help familiarize you with Proctorio and taking Exams online.
Extra Credit	X	You may earn extra credit for going to tutoring; tutors can help you with lecture OR lab material. Or there may be another assignment Up to 15 pts.
TOTAL	935	

Grade Breakdown:

Assignment points will show up in Canvas as soon as you submit the assignment, unless there are short answer / essay questions. For assignments with such questions, you can expect a grade / feedback ~ one week after submission.

For instructions on **how to view your grade in Canvas**, go [here](#) Links to an external site.

Late Work & Make-up Policy:

- **Lab Points will be docked** if you turn in an assignment late, and you will not be able to submit an assignment if it is more than **one week** late. No Late assignments are accepted for **Lecture**.
- **Makeup quizzes / exams** (lecture or lab) will not be given. The only exception to this policy is if you are extremely ill or have a family emergency, in which case you must provide documentation to take a makeup test. You cannot miss more than one test.
- **Please contact Dr. Diaz if you or a family member becomes sick with COVID, and we will work with you to arrange an alternative schedule.**

Lecture and Laboratory Exam Procedure:

We encourage you to work with other students to complete lab activities and homework assignments, but **you may NOT work with another person to take a quiz or test.**

ADA Statement:

Reasonable accommodation and/or additional time will be provided to any student who is registered with the Office of Students with Disabilities and submits a request. **Please contact Dr. Diaz if you submit a request for additional test time.**