Instructor: Dr. Ann M. Findley  
Office: CNSB 327  
Telephone: 342-1817  
Office Hours: As posted, or anytime by appointment

Students are responsible for reading the material in the text that corresponds to the information presented in lecture.

Objectives: To present a detailed introduction to the anatomy and physiology of the human body including cells, tissues, organs and organ systems.

Examinations: There will be four computer-graded examinations (including the final). Each exam will be worth 100 pts, and the final may be comprehensive. Make-up exams will be given for excused absences only; and will be administered at the instructor’s convenience. Students may not remove any examinations from the classroom. Grades will be posted outside my office as soon as they are available. Students may review their tests during my office hours. In addition to scheduled examinations, a number of in-class activities will be assigned throughout the term.

Grading: Grades will be assigned according to the following scale:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>4 @ 100 pts</th>
<th>400 pts</th>
<th>90 - 100% = A</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-class activities</td>
<td>40 pts</td>
<td>80 - 89% = B</td>
<td></td>
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<tr>
<td>TOTAL</td>
<td>440 pts</td>
<td>70 - 79% = C</td>
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<td></td>
<td></td>
<td>60 - 69% = D</td>
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<td>0 - 59% = F</td>
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</table>

Attendance: Attendance regulations, as per the current university catalogue, will be followed. Attendance records will be kept for each lecture period of this course. It is the student’s responsibility to obtain material presented during any missed lectures.

**NOTE** All examinations will be announced one week prior to the exam date.  
** All students are required to supply 4 computer-graded answer sheets for the exams in this course. Bring an answer sheet and a sharpened #2 pencil to each exam.  
** Ask questions either in class or outside of class if there is something you do not understand. Do not wait until it is too late to ask for help!

Tentative lecture/examination schedule:  
Chapter 17-19 Exam #1  
Chapter 20-22 Exam #2  
Chapter 23-25 Exam #3  
Chapter 26-29 Exam #4