

## CLASS SYLLABUS

MR. HADLEY  
RM: 202

ANATOMY

### COURSE DESCRIPTION:

Anatomy is a yearlong course that emphasizes the study of the fundamental life processes and concepts common to all human beings. This course will focus on the eleven major systems of the human body. Those eleven systems include the Integumentary, Skeletal, Muscular, Nervous, Endocrine, Cardiovascular, Lymphatic, Respiratory, Digestive, Urinary, and Reproductive Systems.

### EXPECTATIONS/CONSEQUENCES:

The following expectations will be observed in the classroom at all times.

- Students will show *respect* to others at all times. This includes respect for other students as well as faculty, respect for property (students, teacher's, and school), and respect for the classroom.
- Students will be in their seat prepared to work *with* their classroom supplies *when* the tardy bell rings.
- Students will Leave all food, and drink at the door. A science lab is not the safest place for eating food.

### SUPPLIES NEEDED:

Every student must bring to *every* class their *own supplies*. Students will not be permitted to rely on their classmates for paper, pens, etc. as this ends up being a distraction to others and wastes time. Students who do not come to class with their own supplies **may be marked down** on class participation points for the day.

- Textbook – to be brought to class *every* day.
- Composition Journal – to be kept in class for class work, warm-ups, lab work, etc...
- 2 Pencils – for labs
- 2 Pens – blue or black ink
- 2 Pens – red ink for grading assignments in class
- Binder with plenty of 8½" x 11" college ruled paper for class assignments.
- Colored Pencils

### TYPICAL ASSIGNMENTS/FORECAST SPECIAL PROJECTS:

In order to be successful in this course, students should expect 2-4 hours of homework per week with the majority of that time being spent in the memorization of the hundreds of terms that we will be introduced too. Assignments will consist of reading assignments, worksheets, lab write-ups, etc. Approximately 10-15% of our class time together will involve inquiry based labs having to do with the content of which we are currently studying. Lab time will be split between dissections, microscopy work, and physiology labs where students will work with each other under supervision.

## EXPECTATIONS OF STUDENT WORK

It is expected that **students will do their own work** on all assignments, *unless instructed otherwise*. Copying and/or otherwise cheating will not be tolerated and may result in a 0 on the assignment for both the student copying and for the student who allowed their work to be copied.

Any and all in-class assignments and homework are to be written in pen (**black or blue ink**, not pink or any other like color). Lab assignments done in class will be done in pencil. Assignments that do not meet these criteria may be handed back to the student to be re-done. Policy for late work applies to any assignment given back for a student to redo.

All assignments must have a proper heading that consists of the student's full Name, subject, and date written in the *upper right hand corner* of the page. All assignments done on paper must also include a title on the first line of the paper indicating what the assignment is (ex. Section Review 8.3 #1-5, pg. 132).

Note:

Any work handed in to be graded should look professional (neatly written and not wrinkled, torn, or otherwise messy). It is not the job of the teacher to decipher illegible handwriting or messy work. *Any* assignment that you turn in that is not neat or legible may be handed back to you to redo at your expense. In order for you to receive full credit for the assignment, the assignment must be corrected and returned promptly. Policy for late work applies to any assignment given back for a student to redo.

TESTS:

To avoid temptations and distractions, it is expected that students will not talk during tests. Students are to keep their eyes down on their own test papers only (no looking around). Failure to observe these rules may result in taking the test away and having an alternate test administered **after school hours** (at the instructor's discretion and working around instructor's schedule). Cheating will result in a "0" and may involve further administrative action.

LATE WORK:

Any student work that is turned in after the assigned due date is considered late (the only exception to this is an *excused absence*). Any assignment that is turned in *up to* a week late will receive an automatic 50% reduction in grade. Any assignment turned in one week late or later will receive an automatic 0.

**No Exceptions.**

MAKE-UP WORK:

It is the **YOUR** responsibility to gather all make-up work, to complete it, and to turn it in on time. It is not the teacher's responsibility to make sure that you complete your missing assignments. For every day that you have an excused absence, you have a day to make up assignments that were assigned *while you were gone*. For assignments that were assigned while you were in class and then were due while you were absent, they will be due immediately upon your return (including tests).

Note:

Any assignment that needs made up, but that the rest of the class has already gotten a grade on and received back may only be made up in front of the teacher after school hours to avoid copying someone else's answers (That includes tests).

#### EXTRA CREDIT:

Students will have enough class work/homework to keep them busy in class. Extra Credit is not handed out to students to simply make up for a lack of effort on their own part. **Do Not Ask for Extra Credit** work to be given to you or to make up assignments that you received a “0” on because you did not turn them in on time. **Extra Credit will not be given in class** as your instructor does not believe in extra credit.

### GRADING OVERVIEW

#### CLASS PARTICIPATION:

A total of **5 points** will be given **every day** for class participation (for a total of 25 points per week). You will receive class participation points for such things as participating in the class conversation, asking *appropriate* questions, answering questions, participating in all class activities including group assignments and labs, etc. Points may be taken away for not coming prepared for class, being tardy, not participating in the assigned classroom activity, unexcused absences, breaking policies on classroom behavior or classroom work, etc.

#### IN CLASS ASSIGNMENTS/LABS:

The majority of graded assignments for this class will take place within the classroom including worksheets, lab assignments, and group work.

#### CLASS JOURNAL:

Your class journal will have an entry every day and will be graded periodically (every couple of weeks). Points are given for answering questions thoroughly and for showing proper comprehension and evaluation of the problems asked. Simple “yes”, “no”, or even one sentence answers will be marked down. Every day that you are absent, you miss valuable information in class which will affect your overall journal grade. Please see following page for grading rubric.

#### QUIZZES:

Students may be given quizzes with or without advanced notice. Quizzes may be based on classroom activities/conversations, assigned activities, homework assignments, etc. As long as your student is paying attention to what is going on in class, quizzes should be no problem. “Pop” Quizzes may not be made up.

### OTHER POLICIES

#### TARDY POLICY:

Students are expected to be in their seats, ready to work **BEFORE** the tardy bell rings. Students will receive a tardy for 1.) Not being in their seats *ready to work* when the tardy bell rings 2.) Not coming to class adequately prepared to work (ex. “May I go to my locker because I forgot my textbook?”).

#### LOST AND FOUND:

Rooms 202 and 203 (the lab) are not your personal locker. You are expected to take all of your personal belongings with you when you leave the classroom (including your text book). To prevent students from feeling like they can treat rooms 202 and 203 as their personal space, any belongings that are left in rooms 202 or 203 after you leave class will be donated to the Science Lab Lost and Found. Retrieving lost items will cost \$1.00 per item of which all proceeds go into funding the science lab’s many experiments and materials.

Class Journal/Learning Log

**Learning Log Grading Rubric**

Not Evident      Satisfactory      Good      Excellent  
0                      1                      2                      3

0	1	3	3	X 1	Each session of class has a date, standards, agenda, and notes and is organized so that an outsider would find it useful.
0	1	2	3	X 2	Each session has the beginning reflections (warm-ups) and closure reflections written down and completely answered in a neat and legible fashion.
0	1	2	3	X 2	Quick writes and other assignments are written down and completed in a neat and legible fashion.
0	1	2	3	X 5	Quick writes and other assignments demonstrate knowledge, comprehension, and analysis of the topic at hand.
0	1	2	3	X 4	Beginning reflections and closure reflections demonstrate depth of thought and <i>show deep connections</i> between and among discussions, readings and notes.

= 42 pts.