

Syllabus Spring 2020

Excluding materials for purchase, syllabus information may be subject to change. The most up-to-date syllabus is located within the course in HuskyCT.

Course and Instructor Information

Course Title: AH 4095 sec. 001 Medical Terminology

Credits: 2

Format: online

Course Prerequisites: None

Professor: Lauren Wilson

Email: Lauren.Wilson@uconn.edu (preferred method of contact)

Telephone: 860-486-0044

Appointments: can be scheduled at www.nexus.uconn.edu

Office Hours/Availability: Weekly office hours online on the first and third Monday of every month from 2-3pm using Blackboard Collaborate Ultra in HuskyCT.

Course Description

Introduction and mastery of medical terminology through presentation of word roots, prefixes, and suffixes. Terminology associated with disease processes, symptoms, diagnosis, clinical procedures, laboratory tests, and treatments that affect various body systems.

Course Materials

Required course materials should be obtained before the first day of class.

Required textbooks are available for purchase through the [UConn Bookstore](#) (or use the Purchase Textbooks tool in HuskyCT). Textbooks can be shipped ([fees apply](#)).

Required Materials:

- Chabner, D.E. (2016). *Medical Terminology Online for the Language of Medicine with Access Code* (11th ed.) ISBN-13: 9780323370912

A companion website is accessible only with an access code. This code is provided in a new textbook and may only be used once. It cannot be shared between students. The textbook and access code may also be rented.

Software/Technical Requirements (with Accessibility and Privacy Information)

The software/technical requirements for this course include:

- Respondus Lockdown Browser with Monitor which requires a camera. [Respondus Privacy Policy](#), [Respondus Accessibility Statement](#)
- HuskyCT/Blackboard ([HuskyCT/ Blackboard Accessibility Statement](#), [HuskyCT/ Blackboard Privacy Policy](#))
- Elsevier “Evolve” Online Content. [Elsevier Privacy Policy](#), [Elsevier Accessibility Statment](#)
- Dedicated access to high-speed internet with a minimum speed of 1.5 Mbps (4 Mbps or higher is recommended).

This course uses Respondus LockDown Browser and Monitor for quizzes and exams. LockDown Browser is a special browser application (like Chrome or Firefox) that you will need to download from the Student Help area in HuskyCT. LockDown Browser prevents you from doing anything on your computer other than take a quiz/exam in

HuskyCT.

You MUST download and install LockDown Browser on your device in order to take quizzes/exams in this course, and that MUST be done from the [Student Help](#) area.

Monitor is an additional feature of LockDown Browser that will turn on your webcam and make a recording of you taking your exam outside of the classroom. The recording will stop and your webcam will be turned off once you finish your exam and close LockDown Browser.

To put LockDown on your computer, you will need to be able to download and install software onto your own machine. If you are not able to do this for some reason, you will need to make other arrangements. The library does have some laptops with LockDown installed available for short-term loan. iPads can also work with LockDown quizzes/exams, but only if your instructor has enabled that option. Please be aware that Chromebooks will not work with LockDown Browser. LockDown will work with other PC and Mac machines.

Make sure your computer is fully charged before using it for any LockDown quiz/exam, or that you are able to plug it in.

Please make sure to install LockDown Browser well ahead of the first quiz/exam you will be required to take with it. Your instructor may have added a practice quiz on the HuskyCT site to help you make sure everything is working. If you have trouble with installing LockDown prior to a quiz/exam, you should contact the Help Desk/Husky Tech by visiting them in the library, emailing techsupport@uconn.edu, or calling 860-486-HELP (4357).

NOTE: This course has NOT been designed for use with mobile devices.

Course Objectives

By the end of the semester, students should be able to:

1. Use word analysis skills to define unfamiliar medical terms by breaking down terms into their combining forms, prefixes and suffixes
2. Explain the meanings of medical terms in the context of the structure and function of the human body in health and disease
3. Describe the organs of the various body systems and their locations and functions
4. Evaluate clinical procedures, laboratory tests, and abbreviations related to each body system or medical specialty
5. Describe disease processes, symptoms, diagnoses, and treatments that affect the various body systems
6. Transfer the specialized medical vocabulary and abbreviations needed (written and aural) to clinical scenarios

Course Outline (Refer to AH 4095 sec.001 Calendar for details)

Weeks
Week 1: Ch.1 Basic Word Structure & Ch.2 Terms Relating to the Body as a Whole
Week 2: Ch. 3 Suffixes & Ch. 4 Prefixes
Week 3: Ch. 5 Digestive System & Ch. 6 Additional Suffixes and Digestive Terminology
Week 4: Ch. 7 Urinary System
Week 5: Ch. 8 Female Reproductive System & Ch. 9 Male Reproductive System
Week 6: Ch. 10 Nervous System
Week 7: Ch. 11 Cardiovascular System
Week 8: Ch. 12 Respiratory System
Week 9: Ch. 13 Blood System & Ch. 14 Lymphatic and Immune System
Week 10: Ch. 15 Musculoskeletal System
Week 11: Ch. 16 Skin & Ch. 17 Sense Organs: The Eye and Ear
Week 12: Ch. 18 Endocrine System
Week 13: Ch. 19 Cancer Medicine & Ch. 20 Radiology and Nuclear Medicine

Course Requirements and Grading

Summary of Course Grading:

Course Components	Percentage
Graded Exercises	25%
Graded Quizzes	50%
Final Exam	25%
Total	100%

Reading Book Chapters

There will be assigned reading chapters every week. Refer to AH 4095 sec.001 Calendar for details.

Online Modules in HuskyCT

Each book chapter has an assigned online module in HuskyCT linked to The Language of Medicine Access code. Students are instructed to complete Section Lessons within each module. Refer to AH 4095 sec.001 Calendar for details.

Graded Exercises

There will be several short graded exercises based on the module content given weekly. Students have two chances to determine the correct answer. Refer to AH 4095 sec.001 Calendar for details. These exercises include, but are not limited to

- labeling diagrams- diagrams are shown and the correct term is matched
- medical matching- medical words are matched to their meaning
- short answer- answer must be typed in (not multiple choice or matching)
- medical spelling bee- word is given orally and students must spell it correctly
- office hours- a patient scenario is described followed by multiple choice questions
- translations- multiple choice questions asked on a doctor's findings of their patient
- lab tests- a scenario is described followed by multiple choice question
- clinical procedures- a scenario is described followed by multiple choice question
- pathology- a scenario is described followed by a multiple choice question

NOTE: The 8 lowest Graded Exercises will be dropped. This is for unanticipated life events like illness, computer issues, or forgetting to complete the assignments.

Graded Quizzes

There will be weekly graded quizzes covering the previous week's assignments. Each quiz will consist of 20-40 multiple choice and matching questions.

The graded quiz questions will be selected randomly, so no student will have the same quiz. Be certain you are prepared to take the quiz before accessing it, since the duration of the quiz is limited within HuskyCT and you are only allowed to access and take each quiz **once**. All quizzes are available at the start of the semester and deadlines for completing each quiz is listed in the HuskyCT *Calendar* and *Assessments* tools.

NOTE: The 4 lowest quiz grades will be dropped. This is for unanticipated life events like illness, computer issues, or forgetting to complete the quiz.

Final Exam

The Final Exam is cumulative and will cover material from the entire semester.

The window of availability and deadline for completing the Final Exam is listed in the HuskyCT *Calendar* and *Assessments* tools.

Grading Scale:

Grade	Letter Grade	GPA
92.6-100	A	4.0
89.6-92.5	A-	3.7
86.6-89.5	B+	3.3
82.6-86.5	B	3.0
79.6-82.5	B-	2.7
76.6-79.5	C+	2.3
72.6-76.5	C	2.0
69.6-72.5	C-	1.7
66.6-69.5	D+	1.3
62.6-66.5	D	1.0
60.1-62.5	D-	0.7
<60	F	0.0

Due Dates and Late Policy

All course due dates are identified in the Course Calendar. Deadlines are based on Eastern Time as posted in HuskyCT; if you are in a different time zone, please adjust your submittal times accordingly. The instructor reserves the right to change dates accordingly as the semester progresses. All changes will be communicated in an appropriate manner.

Late Graded Assignments will NOT be accepted. The 8 lowest Graded Exercises will be dropped. This is for unanticipated life events like illness, computer issues, or forgetting to complete the assignments, etc. No make-ups are permitted for Graded Assignments.

Late Quiz submissions will NOT be accepted. Make up quizzes will only be given for emergencies on a case by case basis. The 4 lowest quiz grades will be dropped. This is for unanticipated life events like illness, computer issues, or forgetting to complete the quiz, ect.

Students must take the final exam during finals week (specific dates are posted in AH 2001 Calendar). Make up exams will only be given for *unusual circumstances* on a case-by-case basis. Make-up of the final exam must be pre-approved by the Dean of Students Office. (<http://dos.uconn.edu/>). They can assist with rescheduling the exam.

Feedback and Grades

I will make every effort to provide feedback and grades within 48 hours. To keep track of your performance in the course, refer to My Grades in HuskyCT.

Student Authentication and Verification

The University of Connecticut is required to verify the identity of students who participate in online courses and to establish that students who register in an online course are the same students who participate in and complete the course activities and assessments and receive academic credit. Verification and authentication of student identity in this course will include:

1. Secure access to the learning management system using your unique UConn NetID and password.
2. Students are required to complete quizzes and exams using the Respondus Lockdown Browser with Monitor. Prior to starting the quiz/exam, the browser will require a student to show identification (student

ID, license) and perform an environment check. Students will be guided through this process within the browser.

3. Students will be recorded through their webcam while taking the quiz/exam. The recording will end when the quiz/exam is submitted. The recordings are for instructor use only.

Student Responsibilities and Resources

As a member of the University of Connecticut student community, you are held to certain standards and academic policies. In addition, there are numerous resources available to help you succeed in your academic work. Review these important [standards, policies and resources](#), which include:

- The Student Code
 - Academic Integrity
 - Resources on Avoiding Cheating and Plagiarism
- Copyrighted Materials
- Netiquette and Communication
- Adding or Dropping a Course
- Academic Calendar
- Policy Against Discrimination, Harassment and Inappropriate Romantic Relationships
- Sexual Assault Reporting Policy

Students with Disabilities

The University of Connecticut is committed to protecting the rights of individuals with disabilities and assuring that the learning environment is accessible. If you anticipate or experience physical or academic barriers based on disability or pregnancy, please let me know immediately so that we can discuss options. Students who require accommodations should contact the Center for Students with Disabilities, Wilbur Cross Building Room 204, (860) 486-2020 or <http://csd.uconn.edu/>.

Blackboard measures and evaluates accessibility using two sets of standards: the WCAG 2.0 standards issued by the World Wide Web Consortium (W3C) and Section 508 of the Rehabilitation Act issued in the United States federal government.” (Retrieved March 24, 2013 from [Blackboard's website](#))

Help

[Technical and Academic Help](#) provides a guide to technical and academic assistance.

This course is completely facilitated online using the learning management platform, [HuskyCT](#). If you have difficulty accessing HuskyCT, you have access to the in person/live person support options available during regular business hours through the [Help Center](#). You also have [24x7 Course Support](#) including access to live chat, phone, and support documents.

Minimum Technical Skills

University students are expected to demonstrate competency in Computer Technology. Explore the [Computer Technology Competencies](#) page for more information..

Evaluation of the Course

Students will be provided an opportunity to evaluate instruction in this course using the University's standard procedures, which are administered by the [Office of Institutional Research and Effectiveness](#) (OIRE).

Additional informal formative surveys may also be administered within the course as an optional evaluation tool.