

Course Syllabus

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Course Information

**ANA4000 | Clinical Anatomy****Fall 2024****Dates:** September 3 - December 22**Meeting Day/Time:** Online**Location:** Canvas**Credit Hours:** 3

INSTRUCTOR INFORMATION

Instructor: Dr. Joy Balta**Phone:** 619-849-3005**Email:** jbalta@pointloma.edu<mailto:jbalta@pointloma.edu>

PLNU MISSION

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

COURSE DESCRIPTION

Study of structural organization of the human body from cellular to organ system level of organization and its application to clinical scenarios. Gross and microscopic anatomy of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems of the human body.



INSTITUTIONAL LEARNING OUTCOMES (ILO)

1. Learning, Informed by our Faith in Christ

Students will acquire knowledge of human cultures and the physical and natural world while developing skills and habits of the mind that foster lifelong learning.

2. Growing, In a Christ-Centered Faith Community

Students will develop a deeper and more informed understanding of others as they negotiate complex professional, environmental, and social contexts.

3. Serving, In a Context of Christian Faith

Students will serve locally and/or globally in vocational and social settings.

PROGRAM LEARNING OUTCOMES (PLO)

The Point Loma Nazarene University MS-KIN graduate will be able to

1. Appraise current research data in Kinesiology and integrate it into professional practice to solve relevant problems and make effective decisions.
2. Work independently and with a team to persuasively communicate essential information in their discipline.
3. Demonstrate appropriate breadth of knowledge of the background and principle research in their specialization in order to conduct an independent research project.
4. Serve various populations, integrating compassionate care and the Christian faith with their professional practice.
5. Pursue an active and growing involvement in their discipline by achieving advanced certification and/or membership in a related professional organization.

COURSE LEARNING OUTCOMES (CLO)

The following learning outcomes will be achieved by students in this course:

1. Identify gross anatomy using proper anatomical terminology.
2. Identify microscopic anatomy using proper anatomical terminology.
3. Articulate the relationship between structure and function.
4. Describe the embryological developmental stages

CREDIT HOUR INFORMATION

It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their course work. As a graduate course, students can expect the work in this class to be significant, and students should plan on spending more than 10 hours a week engaged in the course. The estimated time expectations for this course are shown below:

Assignments and Hours

Assignments	Pre-Course Hours	Course Hours	Post-Course Hours
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Online Participation in discussions, groups, etc.	--	50	--
Writing	--	50	--
Other assignments and learning activities	1	40	1
Exams and Quizzes	--	8	--
Total Course Hours	150		

CLASS ORGANIZATION

The course is divided into Six Divisions, each of which covers specific anatomical regions of the human body. Learning strategies include video sessions, labs, and recitations.

Course Divisions

Division I	Introduction to Body Systems
Division II	Musculoskeletal System
Division III	Cardiac System
Division IV	Respiratory System
Division V	Gastrointestinal System
Division VI	Genito-Urinary System
Division VII	Nervous System



Course Due Date/Times

Sessions:	To be completed Tuesday & Thursday before 3 pm (Asynchronous).
Lab:	To be completed Tuesday & Thursday before 3 pm (Asynchronous).

ASSESSMENT AND GRADING

Your grades will be posted in the Canvas Grades area no later than midnight on Tuesday of each week beginning in Week Two of this course. It is important to read the comments posted in the Grades as these comments are intended to help you improve your work. Final grades will be posted within one week of the end of the class. Grades will be based on the following:

Grade Weighting

Discussion Boards	Possible Points
Session Based Questions 4 x 6 pts	24
Lab reports 4 x 10 pts	40
Online Discussion	6
Division Exam	65
Total for Each Division	135
Total for all Divisions	945
Professionalism Assignment	55
Course Total	1000

Exam: Each out of the seven divisions will have an overall division exam. The exam will be conducted on canvas and each exam is worth 65 points. The exam will have image identification, True or False, multiple choice and matching questions. Each division exam will cover the content covered in that specific section only.

Session-Based Questions (SBQ): Questions will include material covered in the videos. This assignment will be completed online through canvas before 3 pm when the second session becomes available.



Lab reports: Every session will be followed by a lab in Visible Body. These labs will be completed online and before the session becomes available. A lab report (assignment) needs to be submitted after finalizing the lab session. It is highly recommended that students complete those lab reports together in their assigned groups along with the other group activities.

Professionalism: Students are expected to conduct themselves professionally at all times. This includes, but not limited to: submitting assignments on time, communicating professionally and positively contributing to the learning process.

GRADING SCALE

Final grades are calculated based on final total points earned. There is no curve and no extra credit assignments. You will receive the grade that you earn.

Grading Scale

GRADE	POINTS	GRADE	POINTS
A	930-1000	C	730-769
A-	900-929	C-	700-729
B+	870-899	D+	670-699
B	830-869	D	630-669
B-	800-829	D-	600-629
C+	770-799	F	0-599

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of a change in his or her physical location. Refer to the map on [State Authorization](#)



<https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures> to view which states allow online (distance education) outside of California.

ATTENDANCE

Regular and punctual attendance at all synchronous class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions (virtual or face-to-face), the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university withdrawal date or, after that date, receive the appropriate grade for their work and participation. In some courses, a portion of the credit hour content will be delivered asynchronously and attendance will be determined by submitting the assignments by the posted due dates. See Academic Policies in the Graduate and Professional Studies Catalog. If absences exceed these limits but are due to university-excused health issues, an exception will be granted.

Asynchronous Attendance/Participation Definition

A day of attendance in asynchronous content is determined as contributing a substantive note, assignment, discussion, or submission by the posted due date. Failure to meet these standards will result in an absence for that day. Instructors will determine how many asynchronous attendance days are required each week.

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor.

COURSE MODALITY DEFINITIONS

1. **In-Person:** Course meetings are face-to-face with no more than 25% online delivery.
2. **Online:** Coursework is completed 100% online and asynchronously.
3. **Online Synchronous:** Coursework is completed 100% online with required weekly online class meetings.
4. **Hybrid:** Courses that meet face-to-face with required online components.

In some courses, a portion of the credit hour content will be delivered asynchronously, and attendance will be determined by submitting the assignments by the posted due dates



LATE ASSIGNMENTS

- All assignments are to be submitted by the due date and time listed in the calendar via [Canvas](#).
- While there are due dates for weekly assignments, you are welcome to post your work earlier in the week. In our discussions, late work means that others may not have the opportunity to respond to your comments. It also means that you will not have the benefit of as much interaction with other students as you will have if your assignment is posted on time. If you know you will be away on the day your assignment is due, please post your work before you leave.
- Missed exams or quizzes may **ONLY** be made up with a legal, written excuse.
- Late work will **NOT** be accepted or graded; assignments will be considered late if posted **after midnight Pacific Standard Time on the day they are due**

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.


PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See the [Academic Honesty Policy \(https://catalog.pointloma.edu/content.php?catoid=48&navoid=2757#Academic_Honesty\)](https://catalog.pointloma.edu/content.php?catoid=48&navoid=2757#Academic_Honesty) in the Graduate and Professional Studies Catalog for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (EAC@pointloma.edu (<mailto:EAC@pointloma.edu>) or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (ideally before the beginning of the semester) to assure appropriate accommodations can be provided. 

is the student's responsibility to make the first contact with the EAC.

SPIRITUAL CARE

PLNU strives to be a place where you grow as a whole person. To this end, we provide resources for our graduate students to encounter God and grow in their Christian faith. You'll find faith integration activities throughout this course. In addition, there are resources for your Christian faith journey available on the [Graduate Student Life \(http://www.pointloma.edu/experience/faith/graduate-student-spiritual-life\)](http://www.pointloma.edu/experience/faith/graduate-student-spiritual-life) webpage. At the Balboa Regional Center, College of Health and Sciences, Rev. Kevin Portillo, M.Div. serves as Graduate Chaplain. If you have questions, have a desire to meet, or share a prayer request with Rev. Portillo, you can contact him directly at kevinportillo@pointloma.edu (<mailto:kevinportillo@pointloma.edu>).

INSTRUCTOR FEEDBACK

Assignments will be graded as soon after the due date as possible and grades will be posted to the Canvas gradebook. If an immediate response is needed, email or phone the instructor.

INFORMATION LITERACY

The curriculum of the MS-KIN is designed so that you develop skills in scientific writing, performing statistical analysis of data, reading and critically appraising primary literature, and incorporating current best evidence into your professional practice. Not all information is equally sound or applicable to your practice. Various assignments within this course are designed to accomplish the goal of informational literacy—to evaluate the validity and importance of information obtained from any source and use the information appropriately to solve relevant problems.

SEXUAL MISCONDUCT AND DISCRIMINATION

Point Loma Nazarene University faculty are committed to helping create a safe learning environment for all students. If you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that help and support are available through the [Title IX Office \(https://www.pointloma.edu/title-ix\)](https://www.pointloma.edu/title-ix). Please be aware that under Title IX of the Education Amendments of 1972, it is required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at counselingservices@pointloma.edu (<mailto:counselingservices@pointloma.edu>) or find a list of campus pastors at the [Title IX Office | Get Help Now \(https://www.pointloma.edu/title-ix/get-help-now\)](https://www.pointloma.edu/title-ix/get-help-now)

USE OF TECHNOLOGY

In order to be successful in the online or hybrid environment, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements \(https://help.pointloma.edu/TDClient/1808/Portal/KB/ArticleDet?ID=108349\)](https://help.pointloma.edu/TDClient/1808/Portal/KB/ArticleDet?ID=108349) information. Additionally,



students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use. Please note that any course with online proctored exams requires a computer with a camera (tablets are not compatible) to complete exams online.


Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

ARTIFICIAL INTELLIGENCE (AI) POLICY

Use of Artificial Intelligence (AI) tools (e.g, ChatGPT, iA Writer, Marmot, Botowski) is not permitted, and use of these tools will be treated as plagiarism.

LANGUAGE AND BELONGING



Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars we are keenly aware of the power of language and believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage, political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.
















You may report an incident(s) using the [Bias Incident Reporting Form](https://cm.maxient.com/reportingform.php?PointLoma&layout_id=5)  (https://cm.maxient.com/reportingform.php?PointLoma&layout_id=5).
















ASSIGNMENTS AT-A-GLANCE
















The course summary below lists our assignments and their due dates. Click on any assignment to review it.













Course Summary:

Date	Details	Due
Tue Sep 3, 2024	 Check-In Assignment: Introduce Yourself https://canvas.pointloma.edu/courses/75814/assignments/1079347	due by 5pm 
















Date	Details	Due
	 Getting Started with Visible Body Body	due by 11:59pm
	 Visible Body Courseware Access	to do: 11:59pm
	 Welcome Message	to do: 11:59pm
	 SBQ 1 Body	due by 3pm
	 S1 Lab Report	due by 11:59pm
	 SBQ 2 Body	due by 3pm
	 S2 Lab Report	due by 11:59pm
	 SBQ 3 Body	due by 3pm
	 S3 Lab Report	due by 11:59pm
	 SBQ 4 Body	due by 3pm
	 S4 Lab Report	due by 11:59pm
	 Discussion Board - Division I	due by 3pm
	 SBQ 5 Body	due by 3pm
	 Division I Exam	due by 





Date	Details	Due
	 S5 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079423	due by 11:59pm
Thu Sep 26, 2024	 SBQ 6 https://canvas.pointloma.edu/courses/75814/assignments/1079331	due by 3pm
	 S6 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079424	due by 11:59pm
Fri Sep 27, 2024	 Discussion Board - Division II https://canvas.pointloma.edu/courses/75814/assignments/1079341	due by 11:59pm
	 SBQ 7 https://canvas.pointloma.edu/courses/75814/assignments/1079310	due by 3pm
Tue Oct 1, 2024	 S7 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079425	due by 11:59pm
	 SBQ 8 https://canvas.pointloma.edu/courses/75814/assignments/1079325	due by 3pm
Thu Oct 3, 2024	 S8 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079426	due by 11:59pm
	 Division II Exam https://canvas.pointloma.edu/courses/75814/assignments/1079329	due by 3pm
	 SBQ 9 https://canvas.pointloma.edu/courses/75814/assignments/1079333	due by 3pm
Tue Oct 8, 2024	 S9 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079427	due by 11:59pm
	 SBQ 10 https://canvas.pointloma.edu/courses/75814/assignments/1079314	due by 3pm
Thu Oct 10, 2024	 S10 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079428	due by 11:59pm
	 Discussion Board - Division III https://canvas.pointloma.edu/courses/75814/assignments/1079342	due by 

Date	Details	Due
Tue Oct 15, 2024	 SBQ 11 https://canvas.pointloma.edu/courses/75814/assignments/1079337	due by 3pm
	 S11 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079429	due by 11:59pm
Thu Oct 17, 2024	 SBQ 12 https://canvas.pointloma.edu/courses/75814/assignments/1079327	due by 3pm
	 S12 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079430	due by 11:59pm
Mon Oct 21, 2024	 Division III Exam https://canvas.pointloma.edu/courses/75814/assignments/1079326	due by 3pm
Tue Oct 22, 2024	 SBQ 13 https://canvas.pointloma.edu/courses/75814/assignments/1079339	due by 3pm
	 S13 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079433	due by 11:59pm
Thu Oct 24, 2024	 SBQ 14 https://canvas.pointloma.edu/courses/75814/assignments/1079305	due by 3pm
	 S14 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079434	due by 11:59pm
Fri Oct 25, 2024	 Discussion Board - Division IV https://canvas.pointloma.edu/courses/75814/assignments/1079343	due by 11:59pm
Tue Oct 29, 2024	 SBQ 15 https://canvas.pointloma.edu/courses/75814/assignments/1079320	due by 3pm
	 S15 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079431	due by 11:59pm
Thu Oct 31, 2024	 SBQ 16 https://canvas.pointloma.edu/courses/75814/assignments/1079309	due by 3pm
	 S16 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079432	due by 

Date	Details	Due
Mon Nov 4, 2024	 Division IV Exam https://canvas.pointloma.edu/courses/75814/assignments/1079324	due by 3pm
Tue Nov 5, 2024	 SBQ 17 https://canvas.pointloma.edu/courses/75814/assignments/1079312	due by 3pm
Thu Nov 7, 2024	 S17 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079435	due by 11:59pm
Thu Nov 7, 2024	 SBQ 18 https://canvas.pointloma.edu/courses/75814/assignments/1079313	due by 3pm
Fri Nov 8, 2024	 S18 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079436	due by 11:59pm
Fri Nov 8, 2024	 Discussion Board - Division V https://canvas.pointloma.edu/courses/75814/assignments/1079344	due by 3pm
Tue Nov 12, 2024	 SBQ 19 https://canvas.pointloma.edu/courses/75814/assignments/1079330	due by 3pm
Tue Nov 12, 2024	 S19 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079495	due by 11:59pm
Thu Nov 14, 2024	 SBQ 20 https://canvas.pointloma.edu/courses/75814/assignments/1079317	due by 3pm
Thu Nov 14, 2024	 S20 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079443	due by 11:59pm
Mon Nov 18, 2024	 Division V Exam https://canvas.pointloma.edu/courses/75814/assignments/1079323	due by 3pm
Tue Nov 19, 2024	 SBQ 21 https://canvas.pointloma.edu/courses/75814/assignments/1079307	due by 3pm
Tue Nov 19, 2024	 S21 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079444	due by 11:59pm
Thu Nov 21, 2024	 SBQ 22 https://canvas.pointloma.edu/courses/75814/assignments/1079332	due by 3pm



Date	Details	Due
	 S22 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079445	due by 11:59pm
Fri Nov 22, 2024	 Discussion Board - Division VI https://canvas.pointloma.edu/courses/75814/assignments/1079345	due by 11:59pm
Tue Nov 26, 2024	 SBQ 23 https://canvas.pointloma.edu/courses/75814/assignments/1079322	due by 3pm
	 S23 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079446	due by 11:59pm
Tue Dec 3, 2024	 SBQ 24 https://canvas.pointloma.edu/courses/75814/assignments/1079338	due by 3pm
	 S24 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079447	due by 11:59pm
Mon Dec 9, 2024	 Division VI Exam https://canvas.pointloma.edu/courses/75814/assignments/1079334	due by 3pm
Tue Dec 10, 2024	 SBQ 25 https://canvas.pointloma.edu/courses/75814/assignments/1079321	due by 3pm
	 S25 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079496	due by 11:59pm
Thu Dec 12, 2024	 SBQ 26 https://canvas.pointloma.edu/courses/75814/assignments/1079316	due by 3pm
	 S26 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079466	due by 11:59pm
Fri Dec 13, 2024	 Discussion Board - Division VII https://canvas.pointloma.edu/courses/75814/assignments/1079346	due by 11:59pm
Tue Dec 17, 2024	 SBQ 27 https://canvas.pointloma.edu/courses/75814/assignments/1079306	due by 3pm
	 S27 Lab Report https://canvas.pointloma.edu/courses/75814/assignments/1079467	due by 

Date	Details	Due
Thu Dec 19, 2024	 SBQ 28 (https://canvas.pointloma.edu/courses/75814/assignments/1079336)	due by 3pm
Sun Dec 22, 2024	 S28 Lab Report (https://canvas.pointloma.edu/courses/75814/assignments/1079468)	due by 11:59pm
Sun Dec 22, 2024	 Division VII Exam (https://canvas.pointloma.edu/courses/75814/assignments/1079318)	due by 3pm
	 Professionalism (https://canvas.pointloma.edu/courses/75814/assignments/1079350)	

