



## 1. General Course Information

### 1.1 Course Details

<b>Course Code:</b>	<b>FND004</b>
<b>Course Name:</b>	<b>Human Biology</b>
<b>Trimester:</b>	<b>Trimester 1, 2020</b>
<b>Program:</b>	Foundation Program
<b>Credit Points:</b>	10 Credit Points, 1 semester, Elective Course
<b>Course Coordinator:</b>	Alastair McWhir
<b>Document modified:</b>	02/02/2020

### Course Description

This Course provides an introduction to human anatomy and physiology and cell biology. It examines the structure and function of the major body systems, highlighting the interrelationship of body organ systems, homeostasis and the dependence of function upon structure.

### Assumed Knowledge

There are no assumed knowledge requirements for this course

### 1.2 Teaching Team

Your lecturer/tutor can be contacted via the email system on the portal.

Name	Email
Alastair McWhir:	<a href="mailto:alastair.mcwhir@staff.griffithcollege.edu.au">alastair.mcwhir@staff.griffithcollege.edu.au</a>

### 1.3 Staff Consultation

Your lecturer/tutor is available each week for consultation outside of normal class times. Times that your lecturer/tutor will be available for consultation will be given in the first week of lectures. A list of times and rooms will be published on the Griffith College Portal under the “Support and Services/Teacher Consultation Times” link.

## 1.4 Timetable

Your timetable is available on the Griffith College Portal at Class Timetable in Student and Services.

## 1.5 Technical Specifications

All students must have access to a computer or suitable mobile device.

## 2. Aims, Outcomes & Generic Skills

### 2.1 Course Aims

The purpose of the module is to develop and demonstrate specialized knowledge and skills in the physiology and anatomy of the human body. The students will develop cognitive skills to identify, analyse and compare a range of biological concepts.

### 2.2 Learning Outcomes

After successfully completing this course you should be able to:

1. Demonstrate an understanding of the structure of the human body and the interrelationship between body systems;
2. Demonstrate an understanding of the cell and functions of the organelles;
3. Demonstrate an understanding of the respiratory system as a whole as well as the individual parts to explain ventilation and describe the causes, symptoms and treatments for a range of respiratory diseases;
4. Demonstrate an understanding of the areas of the heart, blood vessels and blood groups and relate them to the purpose of the pulse, the various parts of the heart, composition of blood and its functions to be able to recognise the symptoms of simple diseases of the blood;
5. Demonstrate an understanding and label the respiratory system, parts of the human skeleton, nephron, liver and pancreas in order to outline the processes of excretion, homeostasis, filtration, absorption and formation of urine;

### 2.3 Generic skills

For further details on the Generic Skills please refer to the Graduate Generic Skills and Capabilities policy.

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

<b>Generic Skills and Capabilities</b>	<b>Taught</b>	<b>Practised</b>	<b>Assessed</b>
Acquisition of discipline knowledge and skills with critical judgement	✓	✓	✓
Communication and collaboration		✓	✓
Self-directed and active learning		✓	✓

Creative and future thinking		✓	
Social responsibility and ethical awareness		✓	
Cultural competence and awareness in a culturally diverse environment		✓	

### 3. Learning Resources

#### 3.1 Required Resources

##### **Textbook: Anatomy and Physiology**

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Available for free from

<https://openstax.org/books/anatomy-and-physiology/pages/1-introduction>

#### 3.2 Recommended Resources

Other resources such as online learning aids and videos will be provided on the course portal.

#### 3.3 College Support Services and Learning Resources

The College provides many facilities and support services to assist students in their studies. Links to information about College support resources that are available to students are included below for easy reference.

[Digital Library](#) – Databases to which Griffith College students have access to through the Griffith Library Databases.

MyStudy – there is a dedicated website for this course via MyStudy on the Griffith College Portal.

[Academic Integrity Tutorial](#) - this tutorial helps students to understand what academic integrity is and why it matters. You will be able to identify types of breaches of academic integrity, understand what skills you will need in order to maintain academic integrity, and learn about the processes of referencing styles.

Services and Support provides a range of services to support students throughout their studies including personal support such as Counselling; Academic support; and Welfare support.

Jobs and Employment in the [Student Hub](#) can assist students with career direction, resume and interview preparation, job search tips, and more.

[IT Support](#) provides details of accessing support, information on s numbers and internet access and computer lab rules.

#### 3.4 Other Learning Information

##### **Attendance**

You are expected to attend all lectures and tutorials and to actively engage in learning during these sessions. You are expected to bring all necessary learning resources to class such as the required textbook and /or Workbook. In addition, you may BYOD (bring your own device) to class such as a laptop or tablet. This is not a requirement as computer lab facilities are available on campus, however, the use of such devices in the classroom is encouraged with appropriate and considerate use principles being a priority.

### Preparation and Participation in Class

In order to enhance learning, prepare before lectures and tutorials. Read the relevant section of your text book before a lecture, and for a tutorial read both the textbook and the relevant lecture notes. If you have been given tutorial exercises, make sure you complete them. Active participation in lectures and tutorials will improve your learning. Ask questions when something is unclear or when you want to bring some issue to your lecturer or tutor's attention; respond to questions to test your knowledge and engage in discussion to help yourself and others learn.

### Consultation Sessions

Teachers offer extra time each week to assist students outside the classroom. This is known as 'consultation time.' You may seek assistance from your teacher on email or in person according to how the teacher has explained this to the class. Attendance during consultation time is optional but you are encouraged to use this extra help to improve your learning outcomes.

### Course Materials

Lecture notes will be made available to you in MyStudy on the Griffith College Portal and you are advised to either print these out and bring them to each class so that extra notes can be added or BYOD (bring your own device) and add extra notes digitally.

### Self-Directed Learning

You will be expected to learn independently. This means you must organise and learn the course content even when you are not specifically asked to do so by your lecturer or tutor. This involves revising the weekly course material. It also means you will need to find additional information for some assessment items beyond that given to you in textbooks and lecture notes, and to construct your own response to a question or topic. All of this requires careful planning of your time. Expect to spend, on average, at least 10 hours per week including class time for each of your courses.

### Program Progression

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - Program Progression Policy - for more information].

### Teacher and course Evaluation

Your feedback is respected and valued by your lecturers and tutors. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your lecturer and tutor or by completing course and lecturer evaluations via Griffith College's evaluation tool whenever these are available.

## 4. Learning and Teaching Activities

### 4.1 Weekly Learning Activities

Week	Topic	Activity	Readings	Learning Outcomes
1	Introduction to the Human Biology course  Introduction to Human Biology	<ul style="list-style-type: none"> <li>Worksheet on microscope usage</li> </ul>	Text Ch 1 An Introduction to the Human Body	LO 1

	<ul style="list-style-type: none"> <li>Introduction to course assessment and Laboratory activities</li> </ul>	<ul style="list-style-type: none"> <li>Students complete laboratory safety instruction</li> </ul>		
2	Laboratory class 1	<ul style="list-style-type: none"> <li>Lab 1 (4hr)</li> </ul>	Laboratory notes via the BRB100 portal	LO 1,3,4,5
3	Laboratory class 2	<ul style="list-style-type: none"> <li>Lab 2 (4hr)</li> </ul>	Laboratory notes via the BRB100 portal	LO 1,3,4,5
4	Respiratory system <ul style="list-style-type: none"> <li>Respiratory system and breathing</li> <li>Gas transport and respiratory control</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Labelling of respiratory system diagram and functions of parts</li> </ul>	Text Ch 22 Respiratory system	LO 1,3,5
5	Circulatory system <ul style="list-style-type: none"> <li>Blood and blood vessels</li> <li>The Heart</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Labelling of Circulatory system</li> </ul>	Text Ch 18 -20 The Cardiovascular System:	LO 1,3,5
6	Digestive system <ul style="list-style-type: none"> <li>The GUT and Digestion</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Labelling of digestive system</li> </ul>	Text Ch 23 Digestive system	LO 1,5
7	Regulation <ul style="list-style-type: none"> <li>Homeostasis and the Urinary system</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Practise labelling diagrams and state functions of parts</li> </ul>	Text Ch 25 Urinary system	LO 1,5
8	Skeletal system <ul style="list-style-type: none"> <li>The Human skeleton – bones and muscles</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Practise labelling diagrams and state functions of parts</li> </ul>	Text Ch 5-11 Skeletal system	LO 1,5
9	Introduction to cells <ul style="list-style-type: none"> <li>Cell structure and function</li> </ul>	<ul style="list-style-type: none"> <li>Worksheet Practise labelling diagrams and state functions of parts</li> </ul>	Text Ch 3 The Cellular Level of Organization	LO 1,2,5
10	Cell biology I	<ul style="list-style-type: none"> <li>Worksheet Labelling cell structures and describing function of organelles</li> </ul>	Text Ch 3 The Cellular Level of Organization	LO 1,2,5
11	Cell biology II	<ul style="list-style-type: none"> <li>Worksheet Labelling Protein</li> </ul>	Text Ch 3	LO 1,2,5

		synthesis, Mendel crosses, mitosis, meiosis	The Cellular Level of Organization	
12	Course Revision	In-class revision		

## 5. Assessment Plan

### 5.1 Assessment Summary

Item	Assessment Task	Weighting	Learning Outcomes	Due Date
1	Quiz 1	10%	1,3,4,5	Week 6
2	Quiz 2	10%	1,2,5	Week 9
3	Human Biology Research Class Forum	20%	1-5	Week 2 - 10
4	Workbook including Laboratory Report	30%	1-5	Week 2 - 11
5	Final Exam	30%	1-5	Final exam period

### 5.2 Assessment Detail

You will demonstrate understanding of the concepts taught in the course through a variety of assessment instruments.

#### **Quiz tests 20%**

The two (2) quiz tests will be online of short answer and multiple choice questions. They will test the theoretical knowledge of the students and ask them to apply that theory to actual examples of human biological problems. You will be able to attempt practice tests on the Griffith College Student Portal prior to the online quiz.

#### **Human Biology Research Class Forum 20%**

You will need to identify a basic human biological concept that relates to the physiology and anatomy of the human body and describe the current state of research into the chosen concept.

You will, as part of a class group, create an annotated bibliography of research that will be hosted using a class Forum.

#### **Workbook including Individual laboratory report 30%**

Throughout the trimester you will be required to complete homework each week. Some of this work will be done in class. You are required to complete all tasks and show your ability to make notes and link the ideas learned in class to experiences and ideas you already have. Marks will be given for the completion of in class / homework and the quality of your answers.

You will create a written laboratory report based on laboratory activities.

## **Final Exam 30%**

The final exam will be 2 hours in duration and may contain a mixture of multiple choice questions, short answer and extended response questions. The final exam will be held during the final exam period as per the final examination timetable. For the final exam, students will be provided with test exemplars and model answers which outline the standards for obtaining marks.

## **Satisfactory completion of the course**

To satisfactorily complete the course, you must achieve a minimum overall mark of 50%.

PLEASE NOTE: Assignments are required to be submitted to Turnitin. Failure to obtain and attach a satisfactory Originality Report will mean that the assignment will not be marked and a score of zero will be recorded for the assignment. Detailed instructions and a Marking Guide will be provided during the semester. Late submissions will attract a penalty as described in the Assessment policy.

## **5.3 Late Submission**

An assessment item submitted after the due date, without an approved extension from the Course Coordinator, will be penalised. The standard penalty is the reduction of the mark allocated to the assessment item by 5% of the maximum mark applicable for the assessment item, for each working day or part working day that the item is late. Assessment items submitted more than five working days after the due date are awarded zero marks.

Please refer to the Griffith College website - Policy Library > Assessment Policy for guidelines and penalties for late submission.

## **5.4 Other Assessment Information**

### **Retention of Originals**

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the course.

### **Requests for extension**

To apply for an extension of time for an assignment, you must submit an [Application for Extension of Assignment](#) form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. [Griffith College Student Medical Certificate](#)]. Please refer to the Griffith College website - Policy Library - for guidelines regarding extensions and deferred assessment.

### **Return of Assessment Items**

1. Marks awarded for in-trimester assessment items, except those being moderated externally with Griffith University, will be available on the Student Portal within fourteen [14] days of the due date. This does not apply to the final assessment item in this course (marks for this item will be provided with the final course result).
2. Students will be advised of their final grade through the Student Portal. Students can review their exam papers after student grades have been published (see relevant Griffith College Fact Sheet for allocated times at Support> Factsheets). Review of exam papers will not be permitted after the final date to enrol.

3. Marks for **all** assessment items including the final exam (if applicable) will be recorded in the Moodle Course Site and made available to students through the Moodle Course Site.

*The sum of your marks overall assessment items in this course does not necessarily imply your final grade for the course. Standard grade cut off scores can be varied for particular courses, so you need to wait for the official release of grades to be sure of your grade for this course.*

## 6. Policies & Guidelines

Griffith College assessment-related policies can be found in the [Griffith College Policy Library](#) which include the following policies:

Assessment Policy, Special Consideration, Deferred Assessment, Alternate Exam Sitting, Medical Certificates, Academic Integrity, Finalisation of Results, Review of Marks, Moderation of Assessment, Turn-it-in Software Use. These policies can be accessed using the 'Document Search' feature within the [Policy Library](#)

**Academic Integrity** Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, pre-meditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your lecturers, tutors and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of an allegation of a breach of academic integrity being made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the Griffith College Academic Integrity Policy; this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Griffith College website - Policy Library > Academic Integrity Policy

### **Reasonable Adjustments for Assessment – The Disability Services policy**

The Disability Services policy (accessed using the Document Search' feature with the [Policy Library](#)) outlines the principles and processes that guide the College in making reasonable adjustments to assessment for students with disabilities while maintaining academic robustness of its programs.

### **Risk Assessment Statement**

There are no out of the ordinary risks associated with this course.



Note: For all Diploma level programs, Griffith College acknowledges content derived from Griffith University.