



School of Medicine

MEDI100: Human Structure and Function

Subject Outline

Autumn, 2016
On-Campus
Wollongong

Subject Information

Credit Points: Nil
Pre-requisite(s): Nil
Co-requisite(s): Nil
Restrictions: Must be enrolled in Bachelor of Health and Physical Education
Contact Hours: 2 hours Lecture, 2 hours Practical per week

Subject Contacts

Subject Coordinator/Lecturer

Name:	Prof Dennis Taaffe
Location:	Building 41, Room 334
Telephone:	61 2 4221 4107
Email:	dennis.taaffe@uow.edu.au
Consultation mode and times:	Email for appointment

Student Support and Advice

For general enquiries please contact StudentHub 41:

Location: 41.138B
Telephone: 61 2 4221 3492
Email: smah-students@uow.edu.au



Student Consultation and Communication

University staff receive many emails each day. In order to enable them to respond to your emails appropriately and in a timely fashion, students are asked to observe basic requirements of professional communication:

Please ensure that you include your full name and student number and identify your practical class or tutorial group in your email so that staff know who they are communicating with and can follow-up personally where appropriate.

Consider what the communication is about

- Is your question addressed elsewhere (e.g. in the subject outline or, on the eLearning site)?
- Is it something that is better discussed in person or by telephone? This may be the case if your query requires a lengthy response or a dialogue in order to address. If so, see consultation times above and/or schedule an appointment.
- Are you addressing your request to the most appropriate person?

Specific email subject title to enable easy identification of issue

- Identify the subject code of the subject you are enquiring about (as staff may be involved in more than one subject) put this in the email subject heading. Add a brief, specific query reference after the subject code where appropriate.

Professional courtesy

- Address the staff member appropriately by name (and formal title if you do not yet know them).
- Use full words (avoid 'text-speak' abbreviations), correct grammar and correct spelling.
- Be respectful and courteous.
- Allow 3 – 4 working days for a response before following up. If the matter is legitimately urgent, you may wish to try telephoning the staff member (and leaving a voicemail message if necessary) or inquiring at the School Office.



Table of Contents

Section A: General Information	4
Subject Learning Outcomes.....	4
Subject Description	4
Graduate Qualities	Error! Bookmark not defined.
eLearning Space	4
Lecture, Tutorial, Laboratory Times	4
Readings, References and Materials	4
Textbooks.....	4
Prescribed Readings (includes eReadings).....	4
Materials.....	5
Recommended Readings.....	5
Recent Changes to this Subject.....	5
Laboratory Safety Guidelines.....	5
Schedule of Learning*	6
Section B: Assessment	7
Assessment Summary	7
Details of Assessment Tasks.....	7
Minimum Requirements for a Pass in this Subject	8
Minimum Student Attendance and Participation	8
Scaling.....	9
Late Submission.....	9
Supplementary Assessments.....	9
System of Referencing Used for Written Work	9
Use of Internet Sources	9
Plagiarism.....	9
Submission of Assessments	9
Assessment Return.....	10
Section C: General Advice	11
University Policies	11
Student Support Services and Facilities	12
Student Etiquette.....	12
Version Control Table	12



Section A: General Information

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Understand the anatomical structure, basic physiology and function of each body system.
2. Identify gross anatomical structures predominantly on plastic models.
3. Integrate structure and function as they relate to human movement and performance.

Subject Description

Human Structure and Function examines the structure (anatomy) and function (physiology) of the human body and is relevant to students in physical education and those who wish a broad overview of human anatomy and physiology. Systems covered include the skeletal, muscular, nervous, cardiovascular, respiratory, digestive (and metabolism), urinary and endocrine. A primary focus will be on the application to human movement and performance. The lecture and laboratory sessions will provide you with a basic understanding of the structure and function of each of the body systems, as well as how they are integrated to produce movement and functions required in daily life.

eLearning Space

This subject has materials and activities available via eLearning. To access eLearning you must have a UOW user account name and password, and be enrolled in the subject. eLearning is accessed via SOLS (student online services). Log on to SOLS and then click on the eLearning link in the menu column. For information regarding the eLearning spaces please use the following link:

http://uowblogs.com/moodlelab/files/2013/05/Moodle_StudentGuide-1petpo7.pdf

Lecture, Tutorial, Laboratory Times

All timetable information is subject to variation. Check the latest information on the university web timetable via the Timetable link on the Current Students webpage or log into SOLS to view your personal timetable prior to attending classes.

All timetable information is subject to variation. Check latest timetabling information on the 'Current Student' webpage on UOW website or log into SOLS to view your personal timetable prior to attending classes.

<http://www.uow.edu.au/student/index.html>

Timetable information can be accessed from

<http://www.uow.edu.au/student/timetables/info/index.html>

Key University Dates can be accessed from

<http://www.uow.edu.au/student/dates/index.html>

Readings, References and Materials

Textbooks

The following text(s) will need to be purchased by students enrolled in this class.

Marieb, Human Anatomy and Physiology. 10th Edition (Global Edition). Pearson Education, Australia.

Prescribed Readings (includes eReadings)

Nil



Materials

Prescribed Textbook (University bookshop)
MEDI100 Practical Manual (University bookshop)
Closed shoes for entry in the laboratory spaces.

Recommended Readings

The following references complement the prescribed readings and textbooks:

Gray's Anatomy: The Anatomical basis of Clinical Practice; Gray, 39th Ed. 2004

McMinn's Colour Atlas of Human Anatomy; Abrahams, Marks Jr & Hutchings, 5th Ed. 2003

Colour Atlas of Anatomy; Rohen and Yokochi, 5th Ed, 2002

Recommended readings are not intended as an exhaustive list, students should use the Library catalogue and databases to locate additional resources.

Recent Changes to this Subject

Nil

Laboratory Safety Guidelines

The rules below are general rules that are required in laboratories.

- Before commencing your project you are to ensure that you understand specific procedures for the laboratory in which you work.
- You will need to fill out a risk assessment form before commencing any experiments (confer with your laboratory supervisor).
- Never use any equipment or attempt any experiment without checking the safety implications with your laboratory supervisor or experienced delegated laboratory worker.
- Undergraduate students are not permitted to work after hours unless there is appropriate approval and supervision.



Schedule of Learning*

Week	Week Commencing	Lecture	Anatomy practical	Physiology practical
1	29/02/2016	Introduction and Skeletal System		
2	07/03/2016	Skeletal System	Skeletal System	
3	14/03/2016	Articulations	Skeletal System/Joints	
4	21/03/2016	Muscular System I	Muscles I	
5	28/03/2016	(Public Holiday)	Muscles II	Electromyography
6	04/04/2016	Muscular System II & Nervous System	Nervous System **	
7	11/04/2016	<i>Mid-semester Theory Exam</i>	Mid-semester Practical Exam	
8	18/04/2016	Cardiovascular System	Cardiovascular System	
Mid-Session Recess 25th April-29th April				
9	02/05/2016	Respiratory System		ECG and blood pressure
10	09/05/2016	Digestive System	Respiratory System **	
11	16/05/2016	Urinary System		Lung volumes and capacities
12	23/05/2016	Endocrine System	Digestive and Urinary Systems **	
13	30/05/2016	Review	Review	
Study Recess 6 th June-10th June				
UOW Exam Period 11 th June-23 June				

*The above timetable should be used as a guide only, as it is subject to change. Students will be advised of any changes as they become known. ** Anatomy laboratory.



Section B: Assessment

Assessment Summary

Assessment Item	Form of Assessment	Due Date	Return/Feedback Due Dates	Weighting
Assessment 1	Mid-semester theory exam	Week 7	Week 9	20%
Assessment 2	Mid-semester practical exam	Week 7	Week 9	20%
Assessment 3	Final practical exam	Study Week – during your practical time	June 17	20%
Assessment 4	Final theory exam	During exam period	July 5	40%
Total Marks				100%

Details of Assessment Tasks

Assessment 1	Mid-semester theory exam
Due date	Week 7 during lecture
Weighting	20%
Submission	Exam papers and answers must be submitted at the conclusion of the exam.
Type of Collaboration	Individual Assessment
Length	60 minutes
Details	Lecture content from weeks 1-6 will be assessable only. Students will be supervised in the lecture theatre as they sit the exam paper.
Style and format	Predominantly multiple choice and short answer questions.
Subject Learning Outcomes	1 and 3
Marking Criteria	Assessment 1 will be marked using the following criteria: 1. 100% correct answers

Assessment 2	Mid-semester practical exam
Due date	Week 7 during practical
Weighting	20%
Submission	Exam papers and answers must be submitted at the conclusion of the exam.
Type of Collaboration	Individual Assessment
Length	60 minutes
Details	Students will visit a number of stations in the laboratory. Each station will be for a period of 60 seconds. Students will be asked to read the question at each station and then select the most correct answer presented to them as A-E / and or write a short answer. Questions are based on material covered in weeks 2-6.
Style and format	Written answer and multiple choice
Subject Learning Outcomes	1 and 2
Marking Criteria	Assessment 2 will be marked using the following criteria: 1. 100% correct answers in line with the Practical Book

Assessment 3	Final practical exam
Due date	Study Week



Weighting	20%
Submission	Exam papers and answers must be submitted at the conclusion of the exam.
Type of Collaboration	Individual Assessment
Length	60 minutes
Details	Students will visit a number of stations in the laboratory. Each station will be for a period of 60 seconds. Students will be asked to read the question at each station and then select the most correct answer presented to them as A-E / and or write a short answer. Questions are based on material covered in weeks 2-12.
Style and format	Written answer and multiple choice
Subject Learning Outcomes	1 and 2
Marking Criteria	Assessment 3 will be marked using the following criteria: 1. 100% correct answers in line with the Practical Book

Assessment 4	Final theory exam
Due date	ARD to advise date via exam timetable
Weighting	40%
Submission	Exam papers and answers must be submitted at the conclusion of the exam.
Type of Collaboration	Individual Assessment
Length	3 hours
Details	All content from lectures and practicals is assessable in the final theory exam.
Style and format	Multiple choice
Subject Learning Outcomes	1 and 3
Marking Criteria	Assessment 4 will be marked using the following criteria: 1. 100% correct answers

Minimum Requirements for a Pass in this Subject

To receive a clear pass in this subject a total mark of 50% or more must be achieved. In addition, failure to meet any of the minimum performance requirements is grounds for awarding a Technical Fail (TF) in the subject, even where total marks accumulated are greater than 50%.

The minimum performance requirements for this subject are:

- attempt all assessment tasks
- meet the minimum participation requirements set out below.

Minimum Student Attendance and Participation

It is expected that students will allocate 12 hours per week to this subject, including any required class attendance, completion of prescribed readings and assessment tasks.

Student attendance at practicals is compulsory and students must attend at least 80% of classes. Absences will require the submission of an application for Academic Consideration via SOLS and the presentation of suitable documentation, for example a Medical Certificate, to Student Central as soon as practical. For further details about applying for academic consideration visit the Student Central webpage: <http://www.uow.edu.au/student/central/academicconsideration/index.html>



Scaling

Scaling will not occur in this subject.

Late Submission

N/A as assessment tasks are all exam based.

Supplementary Assessments

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. The precise form of supplementary assessment will be determined at the time the offer of a supplementary assessment is made.

Students can log on to SOLS and click on the link titled "Supplementary Assessment" to view any applicable offers or use the following link;

<http://www.uow.edu.au/student/exams/suppassess/index.html>

System of Referencing Used for Written Work

As this subject utilises exam based assessments referencing is not required.

Use of Internet Sources

Students are able to use the Internet to access the most current information on relevant topics and information. Internet sources should only be used after careful critical analysis of the currency of the information, the role and standing of the sponsoring institution, reputation and credentials of the author, the clarity of the information and the extent to which the information can be supported or ratified by other authoritative sources.

Plagiarism

The full policy on Academic Integrity and Plagiarism is found in the Policy Directory on the UOW website.

"The University's Academic Integrity and Plagiarism Policy, Faculty Handbooks and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. This is considered academic misconduct and students place themselves at risk of being expelled from the University."

Submission of Assessments

As this subject utilises exam based assessments submission of assignments is not required. Please refer to the exam submission guidelines under the details of assessment tasks.



Assessment Return

Students will be notified when they can collect or view their marked assessment. In accordance with University Policy marked assessments will usually only be held for 21 days after the declaration of marks for that assessment.



Section C: General Advice

Students should refer to the Faculty of Science, Medicine and Health website for information on policies, learning and support services and other general advice.

University Policies

Students should be familiar with the following University policies:

- a. Code of Practice – Teaching and Assessment
<http://www.uow.edu.au/about/policy/UOW058666.html>
- b. Code of Practice – Research, where relevant
<http://www.uow.edu.au/about/policy/UOW058663.html>
- c. Code of Practice – Honours, where relevant
<http://www.uow.edu.au/about/policy/UOW058661.html>
- d. Student Charter
<http://www.uow.edu.au/student/charter/index.html>
- e. Code of Practice – Student Professional Experience, where relevant
<http://www.uow.edu.au/about/policy/UOW058662.html>
- f. Academic Integrity and Plagiarism Policy
<http://www.uow.edu.au/about/policy/UOW058648.html>
- g. Student Academic Consideration Policy
<http://www.uow.edu.au/about/policy/UOW058721.html>
- h. Course Progress Policy
<http://www.uow.edu.au/about/policy/UOW058679.html>
- i. Graduate Qualities Policy
<http://www.uow.edu.au/about/policy/UOW058682.html>
- j. Academic Complaints Policy (Coursework and Honours Students)
<http://www.uow.edu.au/about/policy/UOW058653.html>
- k. Policy and Guidelines on Non-Discriminatory Language Practice and Presentation
<http://www.uow.edu.au/about/policy/UOW058706.html>
- l. Workplace Health and Safety, where relevant
<http://staff.uow.edu.au/ohs/index.html>
- m. Intellectual Property Policy
<http://www.uow.edu.au/about/policy/UOW058689.html>
- n. IP Student Assessment of Intellectual Property Policy, where relevant
<http://www.uow.edu.au/about/policy/UOW058690.html>
- o. Policy on Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects, where relevant
<http://www.uow.edu.au/about/policy/UOW058708.html>
- p. Human Research Ethics Guidelines, where relevant
<http://www.uow.edu.au/research/ethics/human/index.html>
- q. Animal Research Guidelines, where relevant
<http://www.uow.edu.au/research/ethics/UOW009373.html>



- r. Student Conduct Rules and accompanying Procedures or Research Misconduct Policy for research students
<http://www.uow.edu.au/about/policy/rules/UOW060095.html>

Student Support Services and Facilities

Students can access information on student support services and facilities at the following link. This includes information on “Academic Support”, “Starting at University”, “Help at University” as well as information and support on “Career’s and Jobs”. <http://www.uow.edu.au/student/services/index.html>

Student Etiquette

Guidelines on the use of email to contact teaching staff, mobile phone use in class and information on the university guide to eLearning ‘Netiquette’ can be found at <http://www.uow.edu.au/student/elearning/netiquette/index.html>

Version Control Table

Version Control	Release Date	Author/Reviewer	Approved By	Amendment
2	20160209	Prof Dennis Taaffe – Subject Coordinator	Mrs Sonia Losinno – ADE Nominee	Revised Schedule of Learning
1	20151214	Prof Dennis Taaffe – Subject Coordinator	Mrs Sonia Losinno – ADE Nominee	FINAL MEDI100 Autumn 2016 Subject Outline