See Class WebSite for information and the schedule of lab activities on the lecture syllabus.

**Required Text:** Anatomy and Physiology Laboratory Textbook, Essentials Ver. 4th Ed, Gunstream et al.

**Grading:**
- Laboratory (25% of total grade*)
- Bone Practical  3.75%
- Muscle Practical  3.75%
- Brain Practical  3.75%
- Heart Practical  3.75%
- Quizzes  10%
- TOTAL  25%

*You must pass both the lab and lecture to receive an overall passing grade for the course.

**Quizzes, Practicals and Hand-ins:**
Quizzes will be 10-20 points each. There will be a quiz every time we meet. **Spelling counts – misspelled words will be marked half off. If you arrive after the quiz has been passed out, you will have only the remaining time to finish the quiz.** If I cannot read your answer it will be marked wrong. Practicals will be 30-75 points each. Spelling counts here too and graded as above.

**Make-up Lab Practicals:**
Will not be given – unless there is a good reason (hospitalization, death in the immediate family, illness of child, required medical attention, or absence for an official college function) and only when prior notification has been given.

No make-ups will be given for the quizzes, **don’t even ask about this.**

**Cheating:**
Will not be tolerated. Anyone caught cheating will receive a zero (0) for that practical or quiz. You will also be asked to leave the lab at that time.

**Lab Rules:**
- If you arrive late to lab you will only have the time remaining to take the quiz.
- If you need to leave lab early, then let me know at the start of lab. Just do not walk out.
- You must sign out at the end of the laboratory period. If you do not check out, regardless if you were in attendance, you will be marked absent from lab on that day and will receive a zero (0) on the quiz.
- Be respectful and supportive of your peers.
- Ask questions. If you have the question, a classmate also has that question.

**Your Responsibilities:**
- Read through laboratory exercises prior to lab; bring your text book to lab (it will help).
- If you miss a class, ask fellow classmates for notes (be ready for next weeks quiz).

If you require special accommodations for practicals, quizzes, etc., you must let me know by the end of the second full week of classes.

**My Responsibilities:**
- Be prepared for class and lab.
- Be of assistance to you.
- Be available to you, respectful of you, and supportive of you.