Instructor
Dr. Shannon Pratt-Phillips
shannon_pratt@ncsu.edu
259 Polk Hall
Office: 919-513-1117
Skype: Shannon Pratt, Raleigh, NC

Office Hours and Questions
Email or Skype (if online) is probably the best way to reach me. Please use
shannon_pratt@ncsu.edu as the main email address and NOT the email link via VISTA. My
NCSU email goes to my Blackberry while the VISTA one does not (so if I’m out of town with
limited access to Vista, you can still reach me via the Blackberry). Regular review sessions
will be held via Elluminate (see below) on Mondays at 7pm and Thursdays at noon (Eastern
Time) – unless otherwise noted (if I’m at a conference or something my timing might get
altered). Additional review sessions will be held prior to exams.

Course Information:
Credits: 3
Prerequisites: ZO 160, BIO 183 or BIO 125; ANS 150

Required Textbook
-Frandson, R.D., Wilke, W.L., Fails, A.D. Anatomy and Physiology of Farm Animals (sixth ed.,

Supplemental Materials:
-Medical Dictionary
-Reece, W.O. Functional Anatomy and Physiology of Domestic Animals (2005) Lippincott,
Williams and Wilkins. ISBN: 0-7817-4333-8
-Shively, M.J. Veterinary Anatomy: Basic, Comparative, and Clinical. Texas A & M
-Swenson M.J. (Ed.), Dukes’ Physiology of Domestic Animals. Comstock Publishing

Course Objectives
The objective of this course is to introduce students to a broad spectrum of information
about the form (anatomy) and function (physiology) of domestic animals. Some systems
covered include: skeletal, nervous, muscular, immune, respiratory, cardiovascular, endocrine,
digestive and reproductive. Physiological concepts will be covered more in depth in the
lecture (ANS 205) while specific anatomy will be viewed and discussed in detail in the
laboratory period (ANS 206, if applicable). Some basic anatomy knowledge is required to
understand the physiology (ANS 205).
When students finish this course, they should be able to:
1. Identify the major organs, bones and muscles of the body and have an understanding of how they function
2. Discuss and contrast physiological concepts from a comparative point of view
3. Discuss how each of the body’s systems work in an integrated fashion to achieve growth, maintenance, and homeostasis
4. Begin to understand how clinical signs or symptoms may be used for diagnostic purposes in animals.

Course Format
This class is primarily lecture format with the lectures being recorded (viewed through Quick Time) and put onto Vista for you to view at your leisure (Under the Course Content Tab). The class is also supplemented with videos and web-links and you are also expected to expand your knowledge through reading textbooks or researching topics on your own. We will also have online discussions about a horse-related current event or a classmate's experience. There will also be bi-weekly review sessions made available through Elluminate. It is assumed that students are familiar with downloading and saving attachments from Vista and converting the documents to printer format. This is a short 5-week course with lots of material - plan approximately 8-10 hr per week for formal class time and 5-10 hours for studying and reading. This timeframe is similar to a classical on-site type of course (typical on campus 5-week courses meet at least 1.5 hrs per day; expect the same time commitment in an online class). If help is needed with these activities, students may contact Dr. Pratt-Phillips. **Vista gets busy and SLOW at peak times (like right before finals) – please plan accordingly.**

Grading

**Instructors do not GIVE grades. Students EARN them.**

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<thead>
<tr>
<th>Item</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>15</td>
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<td>Exam 2</td>
<td>15</td>
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<tr>
<td>Final Exam</td>
<td>30</td>
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<tr>
<td>Quizzes</td>
<td>15</td>
</tr>
<tr>
<td>Mandatory Paper</td>
<td>15</td>
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<tr>
<td>Participation</td>
<td>10</td>
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<td><strong>TOTAL</strong></td>
<td><strong>100</strong></td>
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**Letter Grades**

A+:  >=95%
A:   92-94%
A-:  90-91%
B+:  85-89%
B:   82-84%
B-:  80-81%
C+:  75-79%
C:   72-74%
C-:  70-71%
D+:  65-69%
D:   62-64%
D-:  60-61%
F:   <59%
Exams
There will be two midterm exams during the semester and the final exam (cumulative). The exams will be done online on Vista. Depending on where you live you will either take your exams at the DELTA Proctoring Office or with a Remote Proctor (see below). The exams will be predominately multiple choice and short answer questions. You will have a 12 hr window to take the exams (except the final which is a 2-day window) – see below. You will have 1.5 hrs for the midterm exams and 3 hrs for the final. NOTE: Vista will not warn you or cut you out after your time has expired – but it will not let you “submit” your test properly either – therefore you will get a grade of 0. WATCH YOUR TIME! This is true for quizzes too!

Missed Exams: If a student misses an exam and does not have an excused absence (see below), a grade of zero will be recorded.

Make-up Exams: Make-up exams will not be allowed except for excused absences (see below). If a student misses an exam and does not have an excused absence, a grade of zero will be recorded.
Events that are considered as excused absence include:
1. Death in the immediate family (documentation required)
2. An accident or illness that causes you to be hospitalized
3. A medical emergency in the immediate family
4. An official university function or activity
Make-up examinations will cover the same material and include the same style of questions as the original examination. However, the questions will be different. In the case where the final examination is missed due to an excused absence and a student wishes to take the final, the student needs to contact Dr. Pratt-Phillips within 48 hours after the end of the missed examination and make his/her intent known. If a student cannot take a make-up final examination before the end of the examination period, the student will be given an incomplete (IN) for the semester. When the student is able to take the final, the IN will be changed to the grade that the student earned.

Exam Dates
Midterm 1 – 8:00am July 9th – 8:00pm July 9th
Midterm 2 – 8:00am July 21st – 8:00pm July 21st
Final Exam – 8:00am August 3rd – 8:00pm August 4th

Quizzes
There will be ten on-line (Vista) 10 minute quizzes throughout the semester (aim to take approximately 2 per week). Quizzes will remain available until 5pm the night before the final (you could leave all of the quizzes until the last day to take, but I wouldn’t recommend it!). The quizzes will be 10 questions (multiple choice and short-answer), selected randomly from a pool of greater than 30 questions. Each quiz is worth 1.5% of your final grade (10 quizzes x 1.5% = 15% of your final grade).
Also note, that due to this type of quiz, there is no way for me to monitor if you are working with a friend (or several), therefore you may (and are encouraged to) work together. These are OPEN BOOK quizzes.
Quizzes are intended to help guide you through your studying. Keeping up with the quizzes will help you with your exams (especially since some questions will be similar). Also, Vista gets busy during finals, so don’t leave all of your quizzes until the last minute!
Within the first few days of the semester, I will put a 5 question practice quiz online. This will not count towards your grade, but is designed to make sure you are comfortable with
using Vista. A grade will be submitted to me, but I will not count it; I will just have a record that you accessed and tried the quiz.

**Mandatory Paper**

There will be one writing assignment due during the course of the semester worth 10%. **Instructions for the paper are on Vista. This will be due** via email June 24th by 12 noon Eastern time (email will have a time-stamp on it). After 12pm it will be considered late (even 12:01), and you will lose 10% of your (paper) grade for each 24 hr period it is late. Please note: Because you have all “semester” to work on this, there are **no extensions** due to illness. Plan ahead.

**Participation**

Your participation grade will come from your attendance and input into the Elluminate sessions as well as input into discussions that may arise in the discussion section on Vista (for example if there is another melamine scare or something to that effect I might start a discussion about pet food sources, etc). Also feel free to start a chat with me or other students whenever anyone is online! I’ve also created a wiki page for the course: [http://wikis.lib.ncsu.edu/index.php/Agriculture](http://wikis.lib.ncsu.edu/index.php/Agriculture) Please add Youtube videos or other links to helpful content for the course.

**Academic Integrity**

As a North Carolina State University student you are expected to follow the student honor code at all times. Dishonesty will not be tolerated!! Each student will be asked to sign his/her name on all work that is turned in for a grade. A student’s signature indicates that he/she did not receive or give assistance in the completion of the exercise. Violations of academic integrity will be handled according to official university policies.

Please note that cheating of any kind will not be tolerated in this class or at N.C. State University. This includes (but is not limited to):

- Looking at someone else’s paper during an exam.
- Allowing someone else to look at your paper during an exam.
- Using notes during an exam
- Copying work from someone else, or having someone else complete parts of your question sheet.

With respect to your **papers** – all information that is not your own original thought should be referenced. Do not use direct quotations in a science paper – interpret the material and rephrase in your own words, then reference the source of the concept. Copying from internet sites such as Wikipedia is still copying and not acceptable. I will periodically and randomly put papers through various websites designed to find plagiarism (such as [www.plagiarismdetectors.com](http://www.plagiarismdetectors.com)). If you are unsure about plagiarism rules, try this tutorial: [http://www.lib.ncsu.edu/scc/tutorial/plagiarism/](http://www.lib.ncsu.edu/scc/tutorial/plagiarism/)

In the event of suspected problems, rules from N.C. State University’s Code of Student Conduct and Regulations will be followed. They can be found on the web at: [http://www.ncsu.edu/policies/student_services/student_discipline/POL11.35.1.php](http://www.ncsu.edu/policies/student_services/student_discipline/POL11.35.1.php)

Please note that it is my duty as an instructor to report **all** Academic Integrity violations.
Accessibility

**Reasonable accommodations will be made for students with disabilities. In order to take advantage of available accommodations, students must register with Disability Services for Students at 1900 Student Health Center, Campus Box 7509 (515-7653).

http://www.ncsu.edu/provost/offices/affirm_action/dss/

PROCTORS

If you live **within 50 miles of NCSU** – you MUST take your exams at the DELTA PROCTORING OFFICE

http://distance.ncsu.edu/students/localproctor.html

If you live **beyond 50 miles of NCSU** – you MUST arrange for a remote proctor:

http://distance.ncsu.edu/students/remoteproctor.html

(I have had problems with questionable proctors in the past so I am especially careful about approving them)

**Note that DLETA has set the SUM I deadlines (5-week) for Remote Proctor submission for July 2nd

*Note: If you will be on holiday at the time of an exam you should plan to find a suitable (remote) proctor at the location of your holiday. Plan in advance!!!

Elluminate

Elluminate is a technology that allows us to meet virtually and share materials. I can share power point presentations, websites or even draw on a white board. We will use Elluminate for online review sessions. These will be held at regular times (by Dr. Pratt-Phillips, times above) and additional sessions may be held prior to exams. Links to the Elluminate site will be posted in the Calendar function of Vista. Follow the link and enter your LAST name in the LOGIN NAME box (you do not need to enter your Unity ID). Use "physiology" as the password. Click Log In and the program should open. If you experience problems, call 866-388-8674 option 2.

I usually use a microphone so be sure to have access to speakers or a headset. I let you write your questions/comments and then I’ll speak the responses (it gets busy if everyone tries to speak).

I record all sessions so if you can watch them at a later time. Go to http://slms.delta.ncsu.edu/ and click on the RECORDINGS tab in the top left and select the date of the session on the top right. Scroll through the pages (bottom right) if needed to find the Domestic Animal Physiology session link. At this point you’ll only need to enter the password: physiology. You won’t get participation points for just viewing them though! (Because I can’t track who views the recordings).
VISTA TIPS

- Try to avoid using VISTA at peak times because it gets very slow.
- If taking a quiz or exam and you are worried about technology, PRINT the quiz or exam before you submit it!
- If you go over the time allowed on a quiz or exam, you won’t be able to submit it – and you’ll get a 0! Be careful!
- The default for Vista is to only show 10 items on one page. For example, if there is an intro practice quiz plus 10 quizzes – that is 11 items. So Quiz 10 will be found on page 2. Be sure to select “Page all” at the tab at the bottom right.
- For quizzes or exams with fill in the blank (one word) types of questions – be sure to spell your answer correctly. When creating the questions I enter all acceptable options (for example coffin bone, pedal bone, third phalanx) – but often I miss an acceptable term or combination of terms (for example “coffin or pedal bone”) and you are graded incorrectly. Please bring this to my attention for correction (though there may still be some that are not acceptable!).
- I usually have a few bonus questions on the exams – so point-wise the test may appear in the Gradebook function to be out of one number (for example 53 points), but I may truly count it out of 50 points (ie. If there were 3 bonus points). Vista doesn’t handle bonus points very well! I will post a notice in the announcements about what the tests are actually out of.
- Be sure to sign into Vista at least every other day (ideally every day). I make announcements about discussions or new quizzes frequently and it is up to you to stay on track!

Tentative Schedule

The course will be divided in 3 phases (based on 2 exams and a final – so Phase 1 will be covered on Exam 1, Phase 2 on Exam 2 and Phase 3 on the Final – though the Final is Cumulative). Each phase has approximately 7 "school" days for you to cover the material.

<table>
<thead>
<tr>
<th>Frandson Chapter</th>
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</thead>
<tbody>
<tr>
<td>Phase 1</td>
</tr>
<tr>
<td>Cell anatomy</td>
</tr>
<tr>
<td>Body Water, Ions and Transport</td>
</tr>
<tr>
<td>Nervous System</td>
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<tr>
<td>Senses</td>
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<tr>
<td>The integument</td>
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<tr>
<td>Anatomy of Bone</td>
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<tr>
<td>Physiology of Bone Growth</td>
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<td>Joints and Ligaments</td>
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<tr>
<td>Phase 2</td>
</tr>
<tr>
<td>Anatomy of Muscles</td>
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<td>Muscle Physiology</td>
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<tr>
<td>Circulatory System</td>
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<td>Cardiovascular Physiology</td>
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<tr>
<td>Blood</td>
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<td>Respiratory Anatomy and Physiology</td>
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<td>Phase 3</td>
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<td>Immune and Lymph System</td>
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<td>Endocrine System</td>
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<td>Renal System</td>
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<td>Homeostasis &amp; Thermoregulation</td>
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