



COURSE INFORMATION SHEET
MEDICAL SCIENCE 231 – Medical Terminology

Tentative Course Outline and Schedule for Winter semester, 2013.

Time: Lectures –

Instructor : Dr. Carol Kroeker

Office : A2156

Phone: 410-2000, ext 5910

Email: ckroeker@ambrose.edu

Text : “Medical Terminology: A Systems Approach”. By Gylys and Wedding

Learning Objectives:

1. Students will gain a greater understanding of the parts of a word – prefixes, suffixes, and connecting terms.
2. Students will learn the medical terminology for each body system and the meanings of each
3. Students will learn how to define new terms using the break-down method

Mark Distribution	:	3 Midterm Exams	45%
		Assignments	20%
		Final Exam	35%

This course will be presented in a reading course format – with independent learning, supplemented with tutorial sessions.

The midterm exams and final exam will be a combination of multiple choice questions, as well as short and long answer questions. Most questions will be based on lecture material.

<u>Dates</u>	<u>Topic</u>	<u>Text Chapters</u>
<u>Week of</u>		
Jan. 7	Basic Elements of a Word	1
Jan. 14	Suffixes	
Jan. 21	Prefixes	
Jan. 28	Terms in Body Structure	
Feb. 4	Integumentary system	
Feb. 11	Gastrointestinal System	
Feb. 18	Reading Break	
Feb. 25	Respiratory System	
Mar 4	Cardiovascular system	
Mar 11	Blood, Lymph, and Immune Systems	
Mar 18	Musculoskeletal system	
Mar 25	Urogenital systems	
Apr. 1	Endocrine / Nervous systems	
Apr. 8	Review	

Grading Scheme

A+	97-100%	C+	67-70%
A	90-96%	C	63-67%
A-	87-90%	C-	60-63%
B+	83-87%	D+	54-59%
B	77-83%	D	50-53%
B-	70-77%	F	Below 50%

Classroom Etiquette:

It is expected that students will take an active role in the learning process. This includes: (a) regular class attendance, (b) reading course material in advance of class, and (c) engaging in discussions during class.

In respect to the professor and to your fellow students, we ask that you:

- a) Turn your phone off during class and that you don't use it for texting during lecture or lab
- b) Not have conversations with the people beside you during lecture – it is very distracting to the people around you
- c) Use your laptops for lecture material and assignments only – that you are not using the internet or facebook during class time.
- d) Arrive to lecture and lab on time
- e) Don't come to class or lab with your ipod or equivalent.

These will help to maximize the learning experience for you and your fellow students (and will keep your professor in a good mood).

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Student Handbook and Academic Calendar. Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Academic dishonesty is taken seriously at Ambrose University College as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to give credit to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from Ambrose. Students are expected to be familiar with the policy statements in the current academic calendar and the student handbook that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university college. Students are expected to be familiar with the policies in the current Academic Calendar and the Student Handbook that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean.