



BIOL 2404 – Survey of Anatomy and Physiology Online

Course Syllabus: Fall 2026

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

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Weekday	Office Hours
Monday	1:00 PM – 3:00PM
Tuesday	None
Wednesday	None
Thursday	None
Friday	None

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

4 credit hours.

Lecture/Lab: Three hours of lecture and three hours of lab each week.

Survey of Anatomy & Physiology is a single-semester survey course covering the structure and function of human anatomy including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. This course cannot replace BIOL 2401 or BIOL 2402 but can be used as preparation for BIOL 2401 or for preparation for certain certificate programs or as a non-major science elective to some universities.

Prerequisite(s): None

Student Learning Outcomes:

1. Define anatomical terminology and body organization sufficient to communicate effectively with fellow allied health professionals, as well as with the lay public.
2. Identify and describe the major layers and accessory structures of the integumentary system.
3. Identify the major subdivisions of the skeletal system (list and identify individual bones, their numbers, and their important functions.)
4. Locate and identify selected skeletal muscles.
5. Discuss the major structures and subdivisions of the nervous system.
6. Identify the location and function of selected endocrine structures
7. Identify and describe the flow of blood through the major vessels of the cardiovascular system.
8. Identify the major structures and functions of the cardiovascular system, the blood vascular system, arterial circulation, venous system, and components of the blood.

9. Identify the major organs and vessels of the lymphatic system.
10. Identify the major organs of the respiratory system and trace the flow of air during inhalation and exhalation. Differentiate between internal and external respiration.
11. Identify major and accessory organs of the digestive system and identify the entry to exit point through the system.
12. Identify organs of the urinary system and trace the flow of urine through the system.
13. Identify the major organs of the male and female reproductive systems.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

%	Requirement
25%	Lecture Exams
10%	Connect Smartbook Activities
10%	Connect Quizzes
15%	Written Assignments
15%	Discussions
5%	Labs Activities
20%	Lab Practical Exams

Your course has a lecture and lab component.

Lab makes up **25%** of your overall grade and consists of lab activities and lab practical exams.

- **Lab activities** are conducted using Carolina Gateway Labs and consists of five laboratory activities. Lab activities make up 5% of your overall grade.
- **Lab practical's** are exams in blackboard over lab activities and readings. There are two lab practical's which together make up 20% of your overall grade.

Lecture makes up **75%** of your overall grade and consists of lecture exams, connect SB, connect quizzes, written assignments and discussions.

- **Connect Smartbook Activities** can be taken multiple times and must be completed in the McGraw Hill Connect Software. Smartbook activities make up 10% of the overall grade.

- **Connect quizzes** are short assessments that evaluate your knowledge gained from the smartbook activities. Quizzes are also completed in the McGraw Hill Connect Software. Quizzes make up 10% of the overall grade.
- There are five **lecture exams** that make up 25% of the overall grade. These lecture exams will cover material from the Smartbook activities.
- There are **11 discussions** throughout the course that are worth 15% of the overall grade. Discussions require an initial post and two replies for full credit. Discussions require participation and will only be accepted the day that they are due.
- There are **7 written assignments** that make up 15% of the overall grade. Written assignments consist of narrative papers, written reflective activities, and presentations. These assignments are essential in evaluating critical application of the course content.

Semester grades will be earned as follows

Percentage	Letter Grade
90% and above	A
80 %–89%	B
70 %–79%	C
60%–69 %	D
59.9% and below	F

Please be aware that NO EXTRA CREDIT WILL BE GIVEN at the end of the semester. The average shown in Bb will determine the final course grade, and no additional work is possible.

Required Instructional Materials:

Inclusive Access: We have negotiated with the Publisher to obtain a discounted price for your lecture course materials. Your eBook and **Connect Access** are included with your tuition and will be available through Blackboard on the first class day (use the link found on the Bb course homepage). The materials are required for your class and essential in your success. If you also determine that you would like a print copy of your text in addition to your inclusive access loose-leaf copies will be available in the College Store at a discounted price. You may opt out of purchasing your materials from the College Store through the Census Date for the course. If you choose to opt out you will be responsible for purchasing your Connect Access from another vendor – you must have Connect access to complete your assignments in this course. You will receive a refund for the Inclusive Access if you opt out.

Required Textbook(s): You have already paid for the required textbook (ebook version) in your tuition and fees. Roiger & Bullock; Anatomy, Physiology, and Disease; 3rd Edition; McGraw-Hill, Publisher

Required Lab Kit: Survey of Anatomy Lab Kit # 581881

Carolina Biological Distance Learning Lab Kit

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our lab kit is not covered under Inclusive Access. Please order your kit as soon as possible prior to the start of the semester so you will be prepared to begin the lab activities on time.

Publisher: McGraw Hill

Optional Instructional Materials:

None

Minimum Technology Requirements:

- Laptop or computer with webcam
- Access to high speed daily internet
- Microsoft Office 365 (available as a free download for all NTCC students)
- You must use Chrome browser with Proctorio proctoring service Webcam is required for Proctorio proctoring service

Required Computer Literacy Skills:

- Ability to use a web browser to access NTCC Blackboard System for course information, eBook and assignments
- Ability to access NTCC student email system and communicate professionally and competently with instructor
- Ability to create and complete Word documents, save on your computer and upload into Bb assignment links

Course Structure and Overview:

Students should log onto **Blackboard (Bb)** ASAP and **carefully** read **all announcements**. **Bb** and **student email** should be checked **DAILY** for **new announcements or messages**.

Questions are welcomed during office hours (or by appointment), or if more convenient, they can be directed to me either by phone or e-mail. **Please do not hesitate to ask questions! There is no such thing as a stupid question. It is only stupid NOT to ASK them. It is VERY difficult to improve your course average after you fail the first exam, so PLEASE contact the instructor for help or studying tips EARLY in the semester, before it is too late to make a difference.**

Exam/Quiz Make-Up Policy: If a student is unable to take an exam/quiz as scheduled, a make-up will be arranged **ONLY** if the reason is legitimate, and the instructor is notified **IN ADVANCE of the time the exam/quiz is scheduled** (or becomes unavailable), either through the telephone or e-mail. **Students who fail to make appropriate arrangements will receive a grade of "0" for the exam missed. There will be no exceptions.**

Communications:

Campus email is the preferred method of communication. Emails will be responded to within 24 hours, including on weekends. Should there be deviations from this, the instructor will send an announcement out on blackboard of delayed response times. Grading will occur within 24 hours of the posted due date.

Institutional/Course Policy:

- Northeast Texas Community College is a "community of scholars." Please remember that you and all of the students in this class are pursuing very important goals in your lives. As scholars, I expect every student to be courteous to other students and the instructor in all online experiences.
- All colleges and universities must remain diligent in their pursuit of assuring the academic integrity of their courses to maintain their accreditation status with Southern Association of Colleges and Schools and the Texas Higher Education Coordinating Board. The academic integrity of NTCC's online courses is maintained with the documented use of proctorio for all exams and quizzes.

- Schedule and plan to complete all assignments and submit them when they are due. Be sure to print off the calendar to help you keep up with assignment due dates.

- Be sure to do all of your own work. Collusion and plagiarism are acts of academic dishonesty. Work that is copied and pasted directly from any website is not acceptable in any form on any assignment. See the Student Handbook, p. 90 for definitions of collusion, plagiarism, and cheating. Infractions can result in severe grading penalties or failure. •

The last day to drop the course with a grade of W is **Tuesday, November 17, 2026**. If circumstances require you to withdraw from this course, you must do so by that date. It is the student's responsibility to initiate the withdrawal with the registrar's office. Failure to officially withdraw will result in your receiving a grade of F.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as

allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Schedule:

Week	Topic	Dates	To Do
1	The Basics of Anatomy	8/24 – 8/30	• Get Started Folder • Syllabus Acknowledgement Quiz • CH1 SB • CH 1 Quiz • Introduction Discussion
All Assignments Due 8/30/26			
2	Levels of Organization	8/31 – 9/6	• CH 2 SB • CH 2 Quiz • pH Discussion • Cell Structure and Function Lab
All Assignments Due 9/6/26			
3	Integumentary System	9/7 – 9/13	• CH 3 SB • CH 3 Quiz • Burn Discussion • Tissues Practice Activity

All Assignments Due 9/13/26

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| 4 | The Skeletal System | 9/14 – 9/20 | <ul style="list-style-type: none">• Lecture Exam 1• CH 4 SB• CH 4 Quiz• Skeletal System Presentation |
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All Assignments Due 9/20/26

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| 5 | The Muscular System | 9/21 – 9/27 | <ul style="list-style-type: none">• CH 5 SB• CH 5 Quiz• Muscle Contraction Discussion |
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All Assignments Due 9/27/26

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| 6 | The Nervous System | 9/28 – 10/4 | <ul style="list-style-type: none">• Lab Practical 1• CH 6 SB• CH 6 Quiz• Sympathetic and Parasympathetic Comparison Assignment |
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All Assignments Due 10/4/26

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| 7 | The Senses | 10/5 – 10/11 | <ul style="list-style-type: none">• CH 7 SB• CH 7 Quiz• Vision Discussion |
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All Assignments Due 10/11/26

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| 8 | The Endocrine System | 10/12 – 10/18 | <ul style="list-style-type: none">• Lecture Exam 2• CH 8 SB• CH 8 Quiz• Hormones Discussion |
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All Assignments Due 10/18/26

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| 9 | Blood | 10/19 – 10/25 | <ul style="list-style-type: none">• CH 9 SB• CH 9 Quiz• White Count Activity• Blood Typing Practice Activity• Genetics of Blood Activity• Hematocrit Lab• Blood Typing Lab |
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All Assignments Due 10/25/26

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| 10 | Heart and Vessels | 10/26 – 11/1 | <ul style="list-style-type: none">• CH 10 SB• CH 10 Quiz• Blood Pressure Discussion |
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All Assignments Due 11/1/26

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| 11 | The Lymphatic System | 11/2 – 11/8 | <ul style="list-style-type: none">• Lecture Exam 3• CH 11 SB• CH 11 Quiz• Innate and Adaptive Immunity Assignment |
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All Assignments Due 11/8/26

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| 12 | The Respiratory System | 11/9 – 11/15 | <ul style="list-style-type: none">• CH 12 SB• CH 12 Quiz• Altitude Sickness Discussion |
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All Assignments Due 11/15/26

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| 13 | The Digestive System | 11/16 – 11/22 | <ul style="list-style-type: none">• CH 13 Smart Book• CH 13 Quiz• Digestive Pathology Presentation• Fetal Pig Dissection Lab |
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All Assignments Due 11/22/26

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| 14 | The Urinary System | 11/23 – 11/29 | <ul style="list-style-type: none">• Lecture Exam 4• CH 14 SB• CH 14 Quiz• Kidney Failure Discussion• pH and Homeostasis Lab |
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All Assignments Due 11/29/26

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| 15 | Male Reproduction | 11/30 – 12/6 | <ul style="list-style-type: none">• Lab Practical 2• CH 15 SB• CH 15 Quiz• Prostate Discussion |
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All Assignments Due 12/6/26

16	Female Reproduction	12/7 – 12/10	• CH 16 SB • CH 16 Quiz • Menses Discussion • Lecture Final Exam
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Final Exam Due 12/10/26