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| **Anatomy & Physiology 12****Course Outline****Ms. Sandhu**Room: 205Email: nsandhu@deltasd.bc.caWebsite: http://sciencesandhu.weeby.com/ | **Name:****Date:****Block:** |

Welcome to Anatomy & Physiology 12! Over the school year we will be studying different concepts and ideas associated and ideas associated with life.

**Course Objectives:**

* To introduce students to the theoretical aspects of both molecular and anatomical biology
* To allow students to master their laboratory skills through experiments and investigations
* To allow students to see the relationship between biology and everyday life

**Course Content:**

* **Unit 1:** Biological Molecules
* **Unit 2:** DNA & Protein Synthesis
* **Unit 3:** The Cell
* **Unit 4:** Cell Membrane & Transport
* **Unit 5:** Enzymes & Metabolism
* **Unit 6:** Human Organization
* **Unit 7:** Digestion
* **Unit 8:** Circulation & Blood
* **Unit 9:** Respiration
* **Unit 10:** Excretion
* **Unit 11:** Nervous System
* **Unit 12:** Reproduction

**Materials:** Please bring the following to every class

* Binder with liner paper
* Notes booklet
* Pencils, Pens, Erasers
* Textbook: Inquiry into Life (Mader). Copies are available in the library or for in class use.

**Evaluation:**

* Assignments/Labs/Projects 30%
* Quizzes 10%
* Tests 60%
* Final Interview 5% (of overall mark)\*

\* The final exit interview will worth as little as 5% and potentially as much as 15%, details will be explained in class.

Not all of your work will receive a traditional “mark”. Your work will occasionally be assessed on the following rubric:

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| Incomplete or Not Meeting Expectations (X) | Student work is not yet meeting the goals or expectations of the assessment and demonstrates a lack of understanding of the underlying concepts. |
| Minimally Meeting Expectations (✓-) | Student work is approaching the goals or expectations of the assessment and demonstrates a weak understanding of the underlying concepts |
| Meeting Expectations (✓) | Student work meets the goals or expectations of the assessment and demonstrates a fair level of understanding of the underlying concepts. |
| Fully Meeting Expectations (✓+) | Student work fully meets the goals or expectations of the assessment and demonstrates a thorough and superior understanding of concepts. |

You will also receive a work habits mark, based on the following standardized SDSS rubric:

**Performance Standards for Work Habits**

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| **Behaviour** | **Good (G)** | **Satisfactory (S)** | **Needs Improvement (N)** |
| **Attendance** | No unexcused absences | Some unexcused absences | Unexcused absences |
| **Punctuality** | On time to every class | One or two late arrivals | Frequently late to class and/or late by several minutes |
| **Preparation** | Always brings necessary material to class | Occasionally has forgotten materials | Frequently does not bring materials |
| **Work Ethic** | Gets to work quickly; remains on task | Works well as directed and generally remains on task | Slow to get started, must be supervised constantly or goes off task |
| **Attitude**  | Shows interest in class; offers constructive ideas | Is generally accepting of class activities and displays a positive attitude | Often brings a negative attitude to class; complains and/or goes off task |
| **Participation** | Frequently offers productive ideas; works to support the activity in class | Takes part in activities; responds when called upon | Avoids taking part in class activities; rarely contributes to class or contributes negatively |
| **Homework** | Work if always completed; excellent quality is produced; evidence of home study for exams | Completes work most of the time to an acceptable quality; some evidence of home study for exams | Frequently incomplete, showing minimal effort; rare evidence of home study for exams |
| **Responsibility** | Often shows initiative; accepts feedback willingly and takes responsibility to improve; always present for due dates, scheduled presentations and tests | Occasionally shows initiative; responds appropriately to feedback and makes corrections as directed; some absenteeism for due dates, scheduled presentations and tests | Rarely shows initiative; responds poorly to feedback; avoids doing remedial work; frequently absent for due dates, scheduled presentations and tests |
| **Personal Technology** | Personal technology is not a distraction in class | Periodically checks personal technology, but generally stays on task | Is frequently distracted by personal technology |

Please note that it will be a class policy that if you display ***satisfactory*** work habits in two or more categories it will result in you receiving an ***S*** on your report card; if you display work habits that ***need improvement*** in two or more categories you will receive an ***N*** on your report card.

**Class Expectations**

1. **Class Conduct**
* Please be respectful of yourself, others and your learning environment at all times
* You must bring required materials to every class
* It is imperative that you keep class notes, handouts and other course materials **organized**. It will be very difficult to prepare any upcoming tests or labs if you do not have all of the documents from the year.
* It is expected that you participate in all class activities, regularly review course content and prepare for labs, quizzes and tests
* Extra help is always available. **Please self-advocate**
1. **Lab Conduct**
	* You must always read and prepare the “*Pre-lab write up*” before entering the lab.
	* Completing the pre-lab will not only prepare you to conduct the experiment but will also allow you to think about the reasons why you are performing the lab.
	* **Students who do not complete the pre-lab will not be permitted to perform the lab**
2. **Attendance & Missed Work**
	* Regular attendance is essential to success a science course. Being in class allows you to follow the flow of the lesson and understand the overall processes and steps of each topic.
	* If you miss a class, any homework that is not submitted due to an **excused** absence must be completed and submitted the first day back. It is **your** responsibility to consult the homework board and/or arrange a meeting with Ms. Sandhu as soon as possible.
	* If you know of an upcoming absence, it is **your** responsibility to obtain the homework prior to that absence.
	* Missed tests will need to be made up by the following flex time or at the teacher’s discretion.
3. **Assignment Policy**
	* One of the most important things you can do to maximize your change of success is to develop good work habits. You will have homework most nights, but the course is designed so that a significant portion of your work can be completed in class. **It is expected that you will make the most of the time you are given.**
	* Please respect all given due dates. This course covers a lot of material and builds skills sequentially. While I will accept late assignments, any assignment submitted after the due date will affect your work habits mark.
	* Opportunities to improve your mark on an assignment may only be provided if the work was **completed and submitted on time.** All corrections must be done under the supervision of the teacher **before** the next assignment is handed in.
	* **Plagiarism or cheating** will not be tolerated. Students who submit plagiarized work will receiveno mark, their parents will be contacted and they will be referred to administration.
4. **Electronics**
	* The use of electronic devices (cell phones, iPods, etc.) in the classroom is **NOT** permitted in class. If you require an electronic device for an activity, you will be informed in advance. Students who do not follow these guidelines will have their electronics confiscated for the remainder of the class or day, at the discretion of the teacher.