



# Anatomy and Physiology 12 (Biology 12) Course Outline

**Course Layout** *The course is broken down as follows:*

Unit	Topic
1	Cell Compounds
2	Biological Molecules
3	Cell Structures
4	Cell Membranes
5	DNA
6	Protein Synthesis
7	Enzymes
Unit 1-7 Midterm Exam	
8	Digestive System
9	Circulatory System
10	The Heart
11	Respiratory System
Unit 8-11 Midterm Exam	
12	Nervous System
13	Divisions of the Nervous System
14	Urinary System
15	Reproductive System
Unit 12-15 Midterm Exam	
Final Exam	

**Grading** Your grade for this course will be calculated as follows:

Item	Weight
Projects	20 %
Unit Exams	30 %
Midterm Exams	30 %
Final Exam	20 %

### ***Learning Guides & Practice Assignments***

Learning Guides should be completed in the same way you would make notes if taking this course in a classroom. The answers to the questions at the end of each section are provided for you to check your work and make corrections. In some lessons there are practice assignments that you should be completing and checking your work as well. These do not need to be submitted for grading because the answers have been provided already.

### ***Projects:***

Projects allow you to make some choices on how you wish to enhance your understanding. As you work through units look for projects that will enhance your understanding in areas or interest and/or weakness.

Before you write a unit exam, you must send me all projects leading up to the exam. All submissions MUST be very neat and well organized. If you can't figure out a question, you should be researching, and then asking for help.

### ***Exam Supervision:***

All exams after the registration course are "closed book" and require supervision. If you are unable to access a local school to write your exams, you will need to find a teacher that will supervise your exams. For students writing exams at locations other than the John McInnis Center, you will need to ask your teacher for a test supervision form to have your test supervisor fill out and return to our school.

### ***Resources:***

No textbook is required, as all required material is included. If you wish extra reading, you may use optional electronic textbook for the course or search for information online.

### ***Keys to Success:***

1. Actively work through each lesson, trying examples and reflecting on material.
2. Use the Learning Guide as your tool for documenting your understanding. Lay it out neatly and well organized.
3. Make sure you understand any quiz/exam question you get wrong. If you can't figure it out - ASK!
4. Be sure to use your Moodle message system for regular communication with your instructor.