GEORGE MASON UNIVERSITY
School of Recreation, Health, and Tourism

ATEP 201—Medical and Scientific Terminology (3)
Spring 2014 001

DAY/TIME:	NET	**LOCATION:**	NET
PROFESSOR:	Shruti Ambegaonkar, MS, PT	**EMAIL ADDRESS:**	sambegao@gmu.edu
OFFICE LOCATION:	Bull Run Hall 225A	**PHONE NUMBER:**	703-993-7119
OFFICE HOURS:	By appointment in office or via live chat on Blackboard	**FAX NUMBER:**	703-993-2025

PREREQUISITES
None.

COURSE DESCRIPTION
Foundations of scientific and medical vocabulary including prefixes, suffixes and stems used to form compound words.

COURSE OBJECTIVES
The student will be able to:
1. define medical and scientific word prefixes, suffixes and stem words,
2. explain the function of specific word parts,
3. describe how medical and scientific compound terms are constructed,
4. analyze compound medical and scientific medical terms,
5. define compound medical and scientific medical terms,
6. describe medical equipment, treatment, diseases, diagnostic tests, medical problems and disorders, and
7. interpret meaning from medical and scientific terms.

COURSE OVERVIEW
This is a foundational course that prepares undergraduate students for scientific and medical related course work as well as for advanced professional program admission examinations such as the GRE, MCAT, PCAT & DAT. Instructional techniques include self-graded quizzes, flashcards, midterm and final examinations, and on-line modules.

NATURE OF COURSE DELIVERY
Online

Special Requirements
This course requires will utilize an on-line site portal at http://www.gmumedterm.com/. All assignements, modules, exams and correspondance will be conducted through this site. You must go to the site, register as a student in this course, and pay the course fee of $129.95 to access the on-line textbook/modules. *Please note that fees paid to gain the on-line access to this course are non-refundable.*

E-mail Correspondence
Only messages that originate from a George Mason University address will be accepted. The following is an appropriate professional format:

Dear Mrs. Ambegaonkar, *(Beginning salutation)*

I am looking forward to your class. *(Text body)*

Regards, *(Ending Salutation)*

(Your name)

REQUIRED READINGS/MATERIALS
Course e-text book purchased at http://www.gmumedterm.com/. *When you set up your login information, be sure to select Fall session 2013 and use your Mason e-mail address.*

SUGGESTED READINGS/REFERENCES
Taber's Cyclopedic Medical Dictionary, 21st edition. F.A. Davis Company. Purchase the hardback, mobile app, or web access at http://www.tabers.com/tabersonline/

Fagerberg, S. (2009). Medical Terminology : A Textbook/workbook Supplement to the E-textbook, 3rd Edition. Caduceus International.

- Students who want to save time and ink in printing their own copies can contact Target Copy, 1412 West University Avenue, Gainesville, Fla. 32603.
E-mail Address: service@target-copy.com (352)376-3826. Or you can order the workbook on Amazon (Medical Terminology Author: Dr. Seigfred Fagerberg)
Note: The Optional Textbook/Workbook contains the following:
1. All lecture slides in chapters 1-4 (Basis of Medical Terminology)
2. All 1000 flash card Word Parts, Abbreviation and "Fill-In-The Blank" exercises chapter 5.
3. All 800 M/C chapter Tests and "Fill-In-The Blank" chapters 4 and 6-14.

STUDENT COMPUTER TECHNICAL SUPPORT (ANYTIME)
E-mail: Go to the E-Textbook Website and click "CONTACT US"
on the bottom left of the Tool Bar or go to: support@cipcourses.com
Phone: Toll Free 1-866-280-2900 (M-F 8-6pm EST)

EVALUATION
Chapter Tests/Flashcard Activities
This is a series of *practice* testing modules (chapter 4, 6-14) and flashcards (chapter 5) to practice the material covered in the chapters. 1000 Flashcards and 800 Multiple Choice Test Questions will be completed. These are pass/fail assignments, as you must attempt and complete *all required test and flashcard activities* before the next mid-term or final examination can be accessed.

Mid-term Examinations
This examination covers all on-line modules, flashcards, and the practice tests as indicated on the course schedule. The summary sheet must show 100% of your online work completed for the indicated chapters to activate the exams. The questions are True/False and Multiple Choice developed from your textbook, and online self-testing materials. Be sure to review your on-line materials before the exam. It is expected that students will not use any type of assistance during the exam as it is closed note and closed reference.

Each exam can be taken any time after the previous chapters are completed in the interactive audio-visual E-Textbook and you feel prepared for the examinations. The exam is delivered via on-line format and the other sections of the website will be locked during the course of the exam. These are timed examinations (90 questions in 90 minutes).

Final Examination
This examination covers all on-line modules, flashcards, and the self-graded multiple choice questions from Chapters 8-15. Be sure to review your on-line materials before the exam.

The final exam can be completed in Chapter 16 at any time after you complete all work in the online interactive audio-visual E-Textbook and you feel prepared for the examination. This exam is delivered via on-line format and your E-textbook is locked for security.

The summary sheet on the website must show 100% of your online work completed to activate the final exam in Chapter 16. *The instructor does not need a copy of your summary sheet. That is electronically sent upon completion of the final exam.*

Progress Summary
You can continually assess your progress in the course activities, examinations, and presentations in the "Summary" section of "Course Materials." This does not correspond with your grade for the course, it merely represents the percentage of the material that you have completed in the course.

Grading
This course will be graded on a percentage system:

Self-testing Activities	50%
Mid-term Examination	25%
Final Examination	25%
Total	**100%**

Grading Scale
Percentage

A = 94 -100	B+ = 88 – 90	C+ = 79– 81	D = 65 – 75
A- = 91 – 93	B = 85 – 87	C = 77 – 78	F = 0 – 65
	B- = 82– 84	C- = 74 – 76	

LATE ASSIGNMENTS
All work is due at the indicated date and time (Eastern Standard Time). **NO LATE WORK WILL BE ACCEPTED!**

TENTATIVE COURSE SCHEDULE
Weekly schedule and due dates
Students are permitted to work ahead of the timeline

WEEK	DATES	TOPIC	CHAPTER ASSIGNMENT
1	1-21 to 1-26	Introduction & Orientation	1
2	1-27 to 2-2	Basics of Medical Terminology	2
3	2-3 to 2-9	Body, Diagnosis, Equipment, Instruments, and Treatment	3
4	2-10 to 2-16	Integrated Medicine **Chapter Test (practice) at end of lecture**	4
5	2-17 to 2-23	Self-testing Flashcards	5
6	2-24 to 3-2	Musculoskeletal System **Chapter Test (practice) at end of lecture**	6
7	3-3 to 3-9	Nervous System and Special Senses **Chapter Test (practice) at end of lecture**	7
	3-10 to 3-16	**Spring Break**	
	3-17	**Mid-term Exam Due by 11:59pm**	
8	3-18 to 3-23	Circulatory (Cardio/vascular) System **Chapter Test (practice) at end of lecture**	8
9	3-24 to 3-30	Respiratory System **Chapter Test (practice) at end of lecture**	9
10	3-31 to 4-6	Integumentary (Skin) System **Chapter Test (practice) at end of lecture**	10
11	4-7 to 4-13	Digestive System **Chapter Test (practice) at end of lecture**	11
12	4-14 to 4-20	Urinary System Uro/genital System **Chapter Test (practice) at end of lecture**	12
13	4-21 to 4-27	Reproductive Systems and Venereal Disease **Chapter Test (practice) at end of lecture**	13
14	4-28 to 5-3	Endocrine System **Chapter Test (practice) at end of lecture**	14
15	5-4 to 5-5	Appendix and Bibliography	15
16	5-7 to 5-10	***FINAL EXAMINATION:*** ****Due by 11:59pm on May 10th***	

Note: Faculty reserves the right to alter the schedule as necessary.

COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT

Student Expectations

- Students must adhere to the guidelines of the George Mason University Honor Code [See http://oai.gmu.edu/honor-code/].

- Students with disabilities who seek accommodations in a course must be registered with the George Mason University Office of Disability Services (ODS) and inform their instructor, in writing, at the beginning of the semester [See http://ods.gmu.edu/].

- Students must follow the university policy for Responsible Use of Computing [See http://universitypolicy.gmu.edu/policies/responible-use-of-computing/].

- Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.

- Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.

Campus Resources

- The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance [See http://caps.gmu.edu/].

- The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing [See http://writingcenter.gmu.edu/].

- For additional information on the College of Education and Human Development, School of Recreation, Health, and Tourism, please visit our website [See http://rht.gmu.edu].

PROFESSIONAL BEHAVIOR: Students are expected to exhibit professional behaviors and dispositions at all times.

CORE VALUES COMMITMENT: The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles.

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