George Mason University
College of Education and Human Development
Division of Health and Human Performance
Athletic Training Education Program

ATEP 201-DL2 – Medical and Scientific Terminology
3 credit hours, Spring 2019
NET Based Course

Faculty
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Prerequisites/Corequisites
None

University Catalog Course Description
Foundations of scientific and medical vocabulary including prefixes, suffixes and stems used to form compound words.

Course Overview
This 100% on-line course covers foundational material 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, small group and class activities, midterm and final examinations, and on-line modules.

Course Delivery Method
This course will be delivered online using an asynchronous format via the Blackboard learning management system (LMS) housed in the MyMason portal. You will log in to the Blackboard course site using your Mason email name (everything before "@masonlive.gmu.edu) and email password. The course site will be available on January 22, 2019. This course is accelerated and does not run the entire semester.

Technical Requirements
To participate in this course, students will need to satisfy the following technical requirements:
- High-speed Internet access with a standard up-to-date browser, either Internet Explorer or Mozilla Firefox is required (note: Opera and Safari are not compatible with Blackboard).
- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.

- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
- The following software plug-ins for PCs and Macs, respectively, are available for free download:
  - Adobe Acrobat Reader: http://get.adobe.com/reader/
  - Windows Media Player: https://support.microsoft.com/en-us/help/14209/get-windows-media-player
  - Apple Quick Time Player: www.apple.com/quicktime/download/

Expectations
- Course Week: Because asynchronous courses do not have a "fixed" meeting day, our week will **start** on Monday and **finish** on Sunday.
- Log-in Frequency:
  Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least 5 times per week.
- Participation: Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.
- Technical Competence: Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.
- Technical Issues: Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
- 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 8-6 PM EST)
- Workload: Please be aware that this course is **not** self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.
- Instructor Support: Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.

- Netiquette: The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.
- Accommodations: Online learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

Learner Outcomes or Objectives

This course is designed to enable students to do the following:

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
7. Interpret meaning from medical and scientific terms

Professional Standards

The course meets Commission on Accreditation of Athletic Training Education (CAATE) competencies and proficiencies in one or more of the following content areas: evidence-based practice, prevention and health promotion, clinical examination and diagnosis, acute care of injury and illness, therapeutic interventions, psychosocial strategies and referral, healthcare administration, professional development and responsibility.

Required Texts

Course e-text book access will be purchased at https://gmu.cipcourses.com
for $129.95.

Suggested Reading/References

Taber's Cyclopedic Medical Dictionary, 21st edition. F.A. Davis Company. Purchase the hard back, mobile app, or web access at http://www.tabers.com/tabersonline/.   Check GMU online resources.

Fagerberg, S. (2015). Medical Terminology: A Textbook/workbook Supplement to the E-textbook, 4th 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.

Course Performance Evaluation
Students are expected to submit all assignments on time in the manner outlined by the instructor

- **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**
  Exam must be completed by listed date. 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.***

  The 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 (100 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. (100 questions in 90 minutes)

  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.

- **Other Requirements**
  LATE ASSIGNMENTS
  All work is due at the indicated date and time (Eastern Standard Time). **NO LATE WORK WILL BE ACCEPTED and WILL RESULT IN ZERO POINTS.**

- **Grading Policies**
  This course will be graded on a percentage system:
  Self-testing Activities   50%
  Mid-term Examination   25%
  Final Examination   25%
                                         Total   100%

  - **Grading Scale**

A	= 94 – 100	B+	= 88 – 89	C+	= 78 – 79	D	= 60 – 69
A-	= 90 – 93	B	= 84 – 87	C	= 74 – 77	F	= 0 – 59
		B-	= 80 – 83	C-	= 70 – 73		

Professional Dispositions
Students are expected to exhibit professional behaviors and dispositions at all times.
https://cehd.gmu.edu/students/polices-procedures/
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: http://cehd.gmu.edu/values/.

GMU Policies and Resources for Students
Policies

- Students must adhere to the guidelines of the Mason Honor Code (https://catalog.gmu.edu/policies/honor-code-system/).

- Students must follow the university policy for Responsible Use of Computing (see http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/).

- Students are responsible for the content of university communications sent to their Mason 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 with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see http://ods.gmu.edu/).

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

Campus Resources
- Support for submission of assignments to Tk20 should be directed to tk20help@gmu.edu or https://cehd.gmu.edu/aero/tk20. Questions or concerns regarding use of Blackboard should be directed to http://coursessupport.gmu.edu/.

- For information on student support resources on campus, see
  https://ctfe.gmu.edu/teaching/student-support-resources-on-campus

For additional information on the College of Education and Human Development, please visit our website https://cehd.gmu.edu/students.

Class Schedule

Deadlines	Chapter	Topic
Week of January 22nd	Ch 1-2	Overview The Basics of Medical Terminology
Week of January 28th	Ch 3-5	Body, Diagnosis, Equipment, Instruments, and Treatment Integrated Medicine Self-Testing Flash Cards
Week of February 4th	Ch 6- 7	Musculo/skeletal System Nervous System and Special Senses Self-Test Multiple Choice
Mid-Term Exam Deadline February 10th @ 11:59pm		**MID-TERM EXAMINATION:** You may take the mid-term exam at any point after all the online lectures and self-testing work for Chapters 1-7 are completed. **Note**: The online course summary sheet must show 100% of Chapters 1-7 are completed to activate the mid-term exam. **The mid-term examination is due by 11:59 PM EST. on Sunday, February 10th.**
Week of February 11th	Ch 8-10	Circulatory System Respiratory System Integumentary System
Week of February 18th	Ch 11-12	Digestive System Urogenital System
Week of February 25th	Ch 13-14	Reproductive Systems and Sexually Transmitted Infections Endocrine System
Week of March 4th	Ch 15	Appendix
Final Exam Deadline March 10th @ 11:59 PM		**FINAL EXAMINATION:** You can take the final at any point after all online lectures and self-testing work are completed for Chapters 1-15. The summary sheet must show 100% of your online work completed to activate the final exam in Chapter 16. **Note**: The instructor does not need a copy of your summary sheet. That is electronically sent upon completion of the final exam

		The final examination is due by March 10th @11:59

Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

Special Requirements

This course requires will utilize an on-line site portal at <u>classroom.cipcourses.com</u>. All assignments, modules, exams and correspondence will be conducted through this site. You must go to the site and register as a student in this course and pay the course fee of $129.95. When registering, select *Spring DL2 2019* as the term.

E-mail Correspondence

Only messages that originate from a George Mason University address will be accepted. Please place *ATEP DL2 2019 as the subject line of your email*. The following is an appropriate professional format:

Dear Dr. Fyock-Martin *(Beginning salutation)*

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

Regards, *(Ending Salutation)*

(Your name)