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

ATEP 201 (A01) – Medical and Scientific Terminology
3 credit hours, Summer 2024
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 May 13, 2024. 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 standard up-to-date browsers. To get a list of Blackboard's supported browsers see:
        https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported- browsers
   • To get a list of supported operation systems on different devices see:
        https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices- and-operating-systems

- 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 will need a headset microphone for use with the Webex/Zoom web conferencing tool.
- 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: https://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: Our course week will begin each Monday at 12:01am EST. and conclude on Sunday at 11:59pm ES synchronous meetings taking place as indicated on the Schedule of Classes.
- 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.** Do not wait until Saturday, there is no technical support on the weekend with reliable communication.
  - Student Computer Technical Support:
    - 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 ensure 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,
    and
7. Interpret meaning from medical and scientific terms.

Required Text

Course e-text book access can be purchased at https://gmu.cipcourses.com/ for $139.95.

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 (e.g., Blackboard, Tk20, hard copy).

- **Assignments and/or Examinations**
  - **Assignments**
    - **Chapter Tests/Flashcard Activities**
      - Chapter tests (chapters 4, 6-14) and flashcards (chapter 5) activities correspond with material covered in the chapter modules.
      - *Chapter tests and flashcard activities are graded as Pass/Fail and must be completed before the Mid-Term and Final Examinations can be accessed.*
  - **Mid-term and Final Examinations will occur as follows:**
    - Activation:
      - Mid-term and final examinations will be activated after the course summary shows 100% completion of corresponding chapter assignments using the interactive audio-visual E-Textbook Delivery
    - Format:
      - 90-minute timed examination delivered in on-line
      - 100 true/false and multiple-choice questions developed from your textbook, and online self-testing materials.
      - Your E-textbook will be locked for security.
      - It is expected that students will not use any type of assistance during the exam as it is closed note and closed reference
      - You do NOT need to submit a copy of your summary sheet.
    - Mid-Term
      - Covers all on-line modules, flashcards, and the self-graded multiple-choice questions from Chapters 1-7.
    - Final
      - Located in Chapter 16 of E-Textbook
      - Covers all on-line modules, flashcards, and the self-graded multiple-choice questions from Chapters 8-15.
- **Progress Summary**
  You can continually assess your progress in the course activities, examinations, and presentations in the "Summary" section of "Course Materials." This summary 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 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		

- **LATE ASSIGNMENTS**
  All work is due at the indicated date and time (Eastern Standard Time). **NO LATE WORK WILL BE ACCEPTED!**
- **Professional Dispositions**
  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: http://cehd.gmu.edu/values/.

GMU Policies and Resources for Students

Policies

- Students must adhere to the guidelines of the Mason Honor Code (see http://oai.gmu.edu/the-mason-honor-code/).
- 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/api/tk20. Questions or concerns regarding use of Blackboard should be directed to http://coursessupport.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/).
- 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 Office of Student Support staff helps students negotiate life situations by connecting them with appropriate campus and off-campus resources. Students in need of these services may contact the office by phone (703-993-5376). Concerned students, faculty and staff may also make a referral to express concern for the safety or well-being of a Mason student or the community by going to http://studentsupport.gmu.edu/, and the OSS staff will follow up with the student.

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

ATEP 201 A01 -- Class Schedule

WEEK	DATES	TOPIC	ASSIGNMENT
1	5/13 to 5/19	Overview & Orientation; Basics of Medical Terminology	1, 2
		Body, Diagnosis, Equipment, Instruments, and Treatment Integrated Medicine	3, 4
		Chapter Test (practice) at end of lecture	
2	5/20 to 5/26	Self-testing Flashcards	5, 6, 7
		Musculoskeletal System	
		Chapter Test (practice) at end of lecture	
		Nervous System and Special Senses	
		Chapter Test (practice) at end of lecture	
3	5/27 to 6/2	<mark>MID-TERM EXAMINATION: Due by 11:59pm on Sunday, 6/2/2024</mark> • 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. • The online course summary sheet must show 100% of your online work is completed to activate the mid-term exam.	
		Circulatory (Cardio/vascular) System	8, 9
		Chapter Test (practice) at end of lecture	
		Respiratory System	
		Chapter Test (practice) at end of lecture	
4	6/3 to 6/9	Integumentary (Skin) System	10, 11
		Chapter Test (practice) at end of lecture	
		Digestive System	
		Chapter Test (practice) at end of lecture	
		Urinary System Uro/genital System	12, 13
		Chapter Test (practice) at end of lecture	
		Reproductive Systems and Venereal Disease	
		Chapter Test (practice) at end of lecture	
5	6/10 to 6/16	Endocrine System	14, 15
		Chapter Test (practice) at end of lecture	
		Appendix and Bibliography	
6	6/17 to 6/22	<mark>FINAL EXAMINATION: *Due by 11:59pm on Friday, 6/22/2024.</mark> • The final exam may be taken at any point after all work is completed for Chapters 1-15. The course 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 the summary sheet. It is electronically sent upon completion of final exam.	

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 https://gmu.cipcourses.com/ . 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 $139.95. When registering, select *SUMMER* as the term and A01. Blackboard will be used very little, this portal will host all the information you require.

Other Requirements

- **E-mail Correspondence**
  - Only messages that originate from a George Mason University address will be accepted.
  - The instructor will respond to emails in the order in which they are received and may take up to 72 hours to respond.
  - The following is an appropriate professional email format:
    - (*Email Subject Line*) -- ATEP 201 A01 -- [Update and question]
    - *(Beginning Salutation)* -- Dear Dr. Caswell
    - *(Text Body)* -- I am looking forward to your class.
    - *(Ending Salutation)* -- Regards,
    - *(Your Name)* -- First Name and Last Name