



Course Syllabus: Radiologic Technology Seminar
College of Health Sciences & Human Services
RADS 4912 Section Y20/Y11
Fall 2026

Contact Information

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Course Description

This course will address current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

Textbook & Instructional Materials

There are no required textbooks for this course. Instead, students are required to have access to Clover Learning – RadTechBootCamp, which will serve as the primary learning resource. A compatible device is necessary to access course content. Access link: <https://cloverlearning.com/radtechbootcamp>

Lange Q & A Radiography Examination 12e 12th Edition, by D.A. Saia, ISBN: 978-1260460445

Mosby's Comprehensive Review of Radiography, 8th Edition by William J. Callaway, MA, RT(R), ISBN: 978-0323694889

Radiography PREP (Program Review and Exam Preparation), Ninth Edition 9th Edition, by D.A. Saia, ISBN: 978-1259863578

Student Handbook

Refer to: [Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. [Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

Table 1: Percentage allocated to each assignment

Assignments	Percentage
ARRT Content Specifications Review (4)	30%
Registry Review Exams (2)	40%
Mock Exams (1)	20%
Registry Review Exam Corrections (2)	10%

Table 2: Total Percentage for final grade.

Grade	Points
A	89.5-100
B	79.5-89.4
C	74.5-79.4
F	<74.5

ARRT Content Specifications Review

The ARRT Examination consists of 200 questions covering four primary content categories:

- Patient Care
- Safety
- Image Production
- Procedures

These content specifications are clearly outlined on the [ARRT website](#). Each assignment will be organized according to one of the four categories listed above. Students are required to complete each review in its entirety and submit it to the designated drop box in D2L. Rubric available in D2L.

Registry Review and Mock Exams

Specified Registry Review Exams and a Mock Exam will be assigned and administered on the first day of each seminar date as outlined in the course schedule. Access to Clover Learning – RadTechBootCamp and a compatible device are required for testing. Be sure to check the schedule for specific dates and prepare accordingly.

Registry Review Exam Corrections

As part of your preparation for the ARRT Examination, you will complete a Registry Review Exam. After your exam has been graded, you are required to complete corrections for all missed questions.

For each missed question, you must:

1. Write the incorrect and correct answer.
2. Provide a brief explanation of why the correct answer is correct.
3. Reference the supporting material (textbooks only) where the correct information can be found.

The goal of this assignment is to reinforce your understanding of the material, identify areas of weakness, and strengthen your readiness for the ARRT exam.

Submission Instructions:

- All corrections must be typed in the form provided in D2L.
- Submit your completed corrections to the appropriate drop box in D2L by the assigned due date.

Full credit will be awarded for corrections that are thorough, accurate, and demonstrate understanding of the material. Rubric available in D2L.

Seminar

The seminar dates are scheduled for September 17-18, October 22-23, and December 3-4. Students will receive 16 hours of clinical credit for the weeks of seminar. Attendance is mandatory.

Important Dates

- Deadline to file for graduation: September 21, 2026. [Academic Calendar](#).
- Last Day to drop with a grade of "W:" November 23, 2026 [Academic Calendar](#).
- Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Attendance

Students are expected to attend all meetings of the classes in which they are enrolled. Although in general students are graded on intellectual effort and performance rather than attendance, absences may lower the student's grade where class attendance and class participation are deemed essential by the faculty member. In those classes where attendance is considered as part of the grade, the instructor should so inform students of the specifics in writing at the beginning of the semester in a syllabus or separate attendance policy statement. An instructor who has an attendance policy must keep records on a daily basis. The instructor must give the student a verbal or written warning prior to being dropped from the class. Instructor's records will stand as evidence of absences. A student with excessive absences may be dropped from a course by the instructor. Any individual faculty member or college has the authority to establish an attendance policy, providing the policy is in accordance with the General University Policies.

Online Computer Requirements

Taking an online class requires you to have access to a computer (with Internet access) to complete and upload your assignments. It is your responsibility to have (or have access to) a working computer in this class. ****Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.*** Computers are available on campus in various areas of the buildings as well as the Academic Success Center. ****Your computer being down is not an excuse for missing a deadline!!*** There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Recording Classes

****Recording classes is generally prohibited without the professor's explicit permission.*** Such recordings, when permitted, are for personal use only and may not be uploaded to the internet or otherwise shared, transmitted, or published without the professor's prior consent. Some faculty may not permit recordings of their classes. When it is feasible and appropriate, students may record classes to accommodate disabilities under the Americans With Disabilities Act, with prior approval of Disability Support Services. Such recordings may not be uploaded to the internet or otherwise shared, transmitted, or published.

Instructor Class Policies

It is expected that all required assignments and discussion question responses are completed and submitted by their specified due dates. As a general rule, late assignments will not be accepted. Unplanned circumstances do happen. Please communicate with your instructor about such circumstances by email prior to the assignment due date. On some occasions, following acceptable documentation to authenticate your circumstance, your instructor will issue an extension prior to a due date.

Discussions will not be given extensions, due to the fact that other students rely on timely discussion posts in order to complete their own work and late posts impact your peers' learning. Late discussion posts submitted after the initial post due date week will not be accepted or graded as they prevent fellow students from considering your post and offering constructive feedback prior to the due date. A common rationale for late work is "computer issues".

Be proactive and create a contingency plan that will allow you to complete your work in the event of a computer meltdown, internet outage, or unplanned travel. "Problems with D2L" is not an acceptable excuse when turning in written assignments.

All assignment submissions made by students in D2L are considered final submissions. It is the student's responsibility to ensure that the correct and complete file has been uploaded. If a student submits an incorrect document, an incomplete draft, or any unintended version, the assignment will be graded as submitted. Students are strongly encouraged to double-check their upload before finalizing the submission. Additionally, Apple file formats such as .pages or Keynote files will not be accepted. All submissions must be uploaded in Microsoft Office formats—such as .doc, .docx, .ppt, or .xlsx—or as otherwise specified in the assignment instructions. There can be no email submissions of graded course work, since the MSU administrative team or any external reviewer cannot see any email communication from students.

In this course, the use of Generative AI tools (such as ChatGPT, Claude, Gemini, etc.) is permitted with specific limitations to ensure academic integrity and the development of critical research skills. Research & Sourcing: You may use AI

tools for preliminary research and topic exploration. However, to ensure the validity and scholarly weight of your work. The use of AI in the writing process is strictly limited to spelling and grammar correction. AI tools are not permitted to generate text, arguments, analysis, or the bulk content of any assignment, including research papers, posters, and discussion board posts. Verification: To maintain the integrity in your work, you must be prepared to provide all sources used upon request. Failure to adhere to these guidelines will be treated as a violation of academic integrity. A violation will result in a grade of zero for the assignment. Egregious cases of academic dishonesty involving AI may result in a failing grade (F) for the course.

All work submitted in this course must uphold the standards of academic integrity. Plagiarism includes, but is not limited to:

- Submitting work (in whole or in part) that was written by someone else
- Reusing text generated by another student or a group without proper attribution
- Copying or lightly rewording content from published or online sources
- Using AI-generated text without instructor permission or citation (if relevant to your course)

Any instance of plagiarism—intentional or unintentional—may result in a failing grade on the assignment and may be reported according to university policy.

Collaborative work is encouraged when designated as such. Working together can include brainstorming, discussing approaches, dividing tasks, and reviewing one another's ideas. However, all written submissions must be composed in your own words, even if the ideas originated during group discussion.

The following rules apply to group-permitted assignments:

- You may discuss concepts, share resources, and solve problems together.
- You may not submit identical or nearly identical wording, phrasing, sentences, or paragraphs as another student, even within the same group.
- Each student is responsible for producing an individually written, original response unless the assignment explicitly requires a single group-authored submission.
- If collaboration is allowed, you must list the names of the students you collaborated with.

Submitting group work with matching or very similar text will be treated as a form of plagiarism. All students involved may receive academic penalties, regardless of intent. A violation will result in a grade of zero for the assignment

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Emergency Aid Resources for Basic Needs

Unexpected life circumstances can affect anyone. If you are experiencing challenges meeting basic needs—such as housing, utilities, food, transportation, healthcare, technology, textbooks or other life necessities, resources may be available to help. Visit the [Student Emergency Support and Resources webpage](#) to learn more, and explore emergency support opportunities through MSU and how to access them. For additional information, please contact the Office of Student Affairs: Clark Student Center #108, (940) 397-7500, student.affairs@mstuexas.edu.

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)

Grade Appeal Process

Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

1. Interim Department Chair: Dr. Lynette Watts (940) 397.4833
2. College Dean: Dr. Jeff Killion (940) 397.4594
3. Dean of Students: Matthew Park (940) 397.7500

Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Course Schedule:

Week or Module	Activities/Assignments/Exams	Due Date
Week 1 8/23 to 8/30	Begin Image Production Review	N/A
Week 2 8/31 to 9/6	Continue Working on Image Production Review	N/A
Week 3 9/7 to 9/13	Image Production Review Due	9/13 by 11:59pm
Week 4 9/14 to 9/20	Seminar 9/17-9/18 Registry Review Exam Image Production (200 Questions) Registry Review Corrections	Done in Class 9/18 by 11:59pm
Week 5 9/21 to 9/27	Begin Safety/Procedures Review	N/A
Week 6 9/28 to 10/4	Continue Safety/ Procedures Review	N/A
Week 7 10/5 to 10/11	Continue Safety/ Procedures Review	N/A
Week 8 10/12 to 10/18	Safety/ Procedures Review Due	10/18 by 11:59pm
Week 9 10/19 to 10/25	Seminar 10/22-10/23 Registry Review Exam Safety & Procedures (200 Questions) Registry Review Corrections	Done in Class 10/23 by 11:59pm
Week 10 10/26 to 11/1	Begin Patient Care Review	
Week 11 11/2 to 11/8	Continue Patient Care Review	
Week 12 11/9 to 11/15	Patient Care Review Due	11/15 by 11:59pm
Week 13 11/16 to 11/22	Study for final mock exam	N/A
Week 14 11/23 to 11/29	Thanksgiving Break 11/25- 11/29	N/A
Week 15 11/30 to 12/6	Seminar 12/3-12/4 Mock Exam All content (200 Questions)	Done in Class