



Course Syllabus: Anatomy & Palpations II: Upper Extremity  
College of Health Sciences & Human Services  
ATRN 1313 Section 201  
Spring 2019 TR 9:30AM-10:50AM (January 16 – May 10)

#### Contact Information

Instructor: Laura Poston, M.Ed., L.A.T., A.T.C.  
Office: D. L. Ligon Coliseum Room 159  
Office hours: By appointment only  
E-mail: [laura.poston@msutexas.edu](mailto:laura.poston@msutexas.edu)

#### Course Description

Upon successful completion of this course, students should be able to meet the following criterion for the CAATE competencies:

- Name and locate specific bones or boney landmarks, muscles, or other body structures on a diagram, skeleton, and/or human subject
- Palpate each of the bones or boney landmarks, muscles, or other body structures on a variety of body types. (CE-21b)
- Describe the location of the muscle in relation to other muscles within the human body.
- Name and locate the origin, insertion, action and nerve innervation of each muscle on a diagram, skeleton, and/or human subject
- Palpate the length of each muscle, from origin to insertion, on a variety of human body types, superficially outline the shape, tissue fiber direction, and clearly distinguish the muscle from its surrounding structures. (CE-21c)
- Demonstrate, describe, and manually muscle test the actions of each muscle in the human body (CE-21c)

#### Textbook & Instructional Materials

##### Required Textbook(s):

Trail Guide to the Body Edition: 5<sup>th</sup>

Norkin, C. C., White, D. J., Torres, J., Molleur, J. G., Littlefield, J. G., & Malone, T. W. (2016). Measurement of Joint Motion: A Guide to Goniometry. Philadelphia: F.A. Davis Company.

##### Suggested Textbook(s):

Daniels & Worthingham's Muscle Testing Edition: 9<sup>th</sup>

Physical Examination of the Spine Extremities Edition: N/A

## Study Hours and Tutoring Assistance

Upon request of the student. Appointment is necessary.

## Student Handbook

Refer to: [Student Handbook 2017-18](#)

## 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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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.

## Grading

Assignments	Points
Participation	50
Quizzes (4 at 10 pts each)	40
Exams-Written (4 at 50 pts each)	200
Practical-oral (3 at 50 pts each)	150
Homework: Notecards	50
Total Points	490

Grade	Points
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	59% or lower

## Homework

Notecards. The list for the notecards will be posted on D2L. The name of the muscle will need to be written on the blank side of the notecard and the Origin, Insertion, Action and Nerve innervation will be written on the lined side of the notecard. This assignment is a pass/fail assignment. Partial points will not be awarded if not all cards are turned in.

Brachial Plexus Assignment.

## Quizzes

There are 4 quizzes worth 10 points each, totaling 40 points for the semester. You are allowed to partner up with a classmate to follow any palpation clues in a question to figure out an answer to the question on the quiz. Your partner can only be used to palpate, not to take the quiz together. You will need to keep your eyes on your own paper, if I feel that you are working together, other than for

the use of palpations, I will consider this cheating and you will receive a zero for the quiz.

#### Exams

There will be four written exams this semester. The written exam will consist of labeling and listing either the Origin, Insertion, Action, and/or Nerve innervation of the listed muscle. Each exam is worth 50 points and you will have the entire class time (9:30AM to 10:50AM) to complete the exam.

#### Mid-Term Exams

There are two oral practical mid-term exams this semester. Each practical exam will test your palpation skills, placement and positioning of self and patient, and your communication skills with the patient. You will sign up for the practical a week prior to the scheduled exam. You will have 30 minutes to complete the exam. Practical exams are worth 100 points each.

#### Final Exam

The final exam is worth 200 points. The written exam will consist of labeling and listing the Origin, Insertion, Action, and/or Nerve innervation of the listed muscle. The final exam is comprehensive and you have two hours to complete the exam. The final exam is scheduled for May 7, 2019 from 8:00AM-10:00AM.

#### Extra Credit

Extra Credit will be assigned throughout the semester as desired by the instructor.

#### Late Work

Late work will not be accepted.

#### Make Up Work/Tests

Students will be allowed to make up missed assignments, quizzes, or exams if the absence is considered excused absence.

#### Important Dates

Last day for term schedule changes: **January 16-19**

Deadline to file for graduation: **February 12.**

Last Day to drop with a grade of "W:" **February 28.**

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](#).

## Instructor Class Policies

Attendance will be taken at the beginning of each class. The maximum number of classes that may be missed, for any reason, is two. Class begins promptly at 9:30AM, if you are more than 10 minutes late, you will be marked as absent. You will be marked as "tardy" if you arrive after 9:35AM. Three "tardy's" equals an absence. You must have a note for any excused absence and should notify the instructor that you will be absent from class. If you have an extended absence, you must have it on file with the department office (room 214). If you do not conform to this policy, your grade will be lowered 10% for each absence over the allowable limit. Dress code requirements: loose, comfortable clothing allowing access to the area of the anatomical structure particular to the program or course lecture.

### 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 Clark Student Center, Room 168, (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 [Services for Students with Disabilities Website](#).

### 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.

## Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [Undergraduate Catalog](#)

### Research and Creative Activity Opportunities at MSU

Enhancing Undergraduate Research Endeavors and Creative Activities (EURECA) is a program that provides opportunities for undergraduates to engage in high-quality research and creative activities with faculty. EURECA provides incentives and funding through a system that supports faculty and students engaged in collaborative research and creative works. For more information contact the Office of Undergraduate Research at (940) 397-6274 or by email at [eureca@mwsu.edu](mailto:eureca@mwsu.edu) or better yet, stop by the UGR office located in the atrium of the Clark Student Center, room 161. Information and resources are also available at [www.mwsu.edu/eureca](http://www.mwsu.edu/eureca).

### Undergraduate Research Opportunities and Summer Workshop (UGROW)

Like EURECA, UGROW provides opportunities for students to conduct research with faculty. However, the research occurs in the summer. For five weeks UGROW students experience the authenticity of scientific research as well as research and creative activities in art, music, theater education, business, health and social sciences, English, history, etc. in a highly interdisciplinary environment. Students work on projects of their choice and present their findings at the end of program and the MSU Undergraduate Research and Creative Activity Forum. Faculty members will introduce their research ideas **February 13<sup>th</sup>, 2018, at 5:00 p.m., Comanche Suites**, Clark Student Center. A break-out session with individual faculty members will follow in Wichita I & II rooms. If you have any questions, contact the Office of Undergraduate Research at (940) 397-6274 or by email at [eureca@msutexas.edu](mailto:eureca@msutexas.edu). More information and resources are available at [www.msutexas.edu/ugrow](http://www.msutexas.edu/ugrow).

### Council on Undergraduate Research

To support undergraduate research and creative activities, Midwestern State University holds an enhanced institutional membership with the Council on Undergraduate Research (CUR). This institutional membership includes unlimited memberships for any interested faculty, staff, and students. Students find information on benefits and resources

at [www.cur.org/resources/for\\_students](http://www.cur.org/resources/for_students) and sign up at no cost

at [www.members.cur.org/members\\_online/members/newmember.asp](http://www.members.cur.org/members_online/members/newmember.asp)

I would like to personally invite you to become a member of CUR so that you benefit from all the opportunities CUR offers to you.

CUR Undergraduate Resources Webpage contains:

- Research Opportunities;
- Presentation Opportunities;
- Undergraduate Research Journals;
- CUR-Sponsored Student Events;

- The Registry of Undergraduate Researchers;
- And more!

### ScholarBridge

Midwestern State University is excited to announce a new resource designed to address a commonly expressed student need—the creation of a centralized searchable database of faculty research interests and opportunities. We have entered into a partnership with **ScholarBridge** (<http://www.scholarbridge.com>), a website designed to help students participate in undergraduate research and creative activities. I strongly encourage you to join ScholarBridge at your earliest convenience.

### Other

- You may include a list of your research interests or creative endeavors
- Scholarly presentations
- Publications Etc.

### Course Schedule

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

## Course Schedule

<b>Week or Module</b>	<b>Activities/Assignments/Exams</b>	<b>Due Date</b>
Week 1 1/16 to 1/21	Spine and Thorax Spine and Thorax	
Week 2 1/22 to 1/28	Spine and Thorax Spine and Thorax; Thoracic and Cervical Spine	
Week 3 1/29 to 2/4	Thoracic and Cervical Spine Thoracic and Cervical Spine	<b>Quiz 1 (Spine and Thorax)</b>
Week 4 2/5 to 2/11	Exam 1 Head, Neck, and Face	<b>Exam 1 (Spine and Thorax) Practical 1 (Spine and Thorax)</b>
Week 5 2/12 to 2/18	Head, Neck, and Face Head, Neck, and Face	
Week 6 2/19 to 2/25	Head, Neck, and Face Head, Neck, and Face	<b>Quiz 2 (Head neck and face)</b>
Week 7 2/26 to 3/3	Head, Neck, and Face/Review for Exam 2	<b>Exam 2 (Head neck and face)</b>
Week 8 3/4 to 3/10	Shoulder and Arm Shoulder and Arm	
Week 9 3/11 to 3/17	<b>Spring Break</b>	<b>OFF</b>
Week 10 3/18 to 3/24	Shoulder and Arm Shoulder and Arm	<b>Quiz 3 (Shoulder and Arm)</b>
Week 11 3/25 to 3/31	Shoulder and Arm Shoulder and Arm	<b>Exam 3 (Shoulder and Arm) Easter Break</b>
Week 12 4/1 to 4/7	Practical 2/ Easter Break	<b>Practical 2 (Shoulder and Arm)</b>
Week 13 4/8 to 4/14	Forearm, Wrist, and Hand	
Week 14 4/15 to 4/21	Forearm, Wrist, and Hand	<b>Quiz 4 (Forearm, Wrist, and Hand)</b>
Week 15 4/22 to 4/28	Forearm, Wrist, and Hand/ Review for Exam 4 4/30:Exam 4	
Week 16 4/29 to 5/5	Review for Final Exam Review for Final Exam	<b>Practical 3 (Forearm, Wrist, Hand)</b>
Week 17 5/6-5/10	<b>Final Exam – Tuesday, May 9. 8:00-10:00</b>	<b>Final- Forearm, Wrist, Hand Notecards</b>