



Course Syllabus: RADS 4783 CT Applications
Robert D. & Carol Gunn College of Health Sciences & Human Services
Department of Radiologic Sciences

Course Information

Information	Description
Name	RADS 4783-CT Applications (online)
Credit	3 hours
Term	Spring 2024
Dates	January 17- May 5, 2024
Class Meeting Times and Days	Fully Online-Asynchronous
Time Commitment	Students should expect to spend at least 9 hours per week on course material (15-week term)

Professor

Kimberly Onstott EdD, RT(R)(CT)(MR), MRSO(MRSC™) Assistant Professor, Radiologic Sciences

Email: kimberly.onstott@msutexas.edu

Use this format in the subject line: 4783_your last name_topic of the message.

Email is the best way to contact me. If I haven't responded within 72 hours, please email me again.

Phone: (940) 397-4332

Office location: Midwestern State University

3410 Taft Blvd

Centennial Hall 430Q

Wichita Falls, TX 76309

Office hours: Mondays 12-2, Wednesdays 12:30-14:30, & Thursdays 9-10

Please make an appointment by email to be sure I am not meeting with another student at the same time. Zoom meetings, phone meetings, and any additional hours can be arranged by email request.

Course Description

This course is a continuation of the use of computed tomography as an imaging tool from the technologist's perspective. Topics include a review of patient care, contrast media and adverse reactions, imaging protocols for the chest, abdomen, pelvis, and extremities, and special considerations in pediatric imaging and critical care imaging. Access to a CT scanner or instructor consent is required.

Course Objectives

Upon completion of this course, the student will:

- Demonstrate knowledge of patient care interactions and management in computed tomography
- Demonstrate a basic understanding of contrast media used in computed tomography
- Identify the correct imaging parameters for a computed tomographic examination
- Explain the rationale for particular imaging parameters
- Describe the result of changes in the imaging parameters
- Identify pathology related to computed tomography examinations

Teaching Methodology

Desire2Learn (D2L) modules, Independent reading assignments, D2L open book module quizzes, Dropbox assignments, Discussion Boards, and a Comprehensive Exam are used in this course.

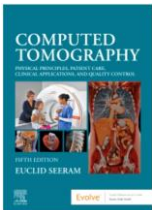
Course Materials

Textbooks

Required

Seeram, E. (2022). *Computed tomography* (5th Ed.). St. Louis, MO.: Saunders/Elsevier.

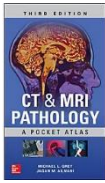
- Paperback ISBN: 9780323790635
- eBook ISBN: 9780443107009



Recommended

Grey, M., Ailinani, J. (2018). *CT & MRI Pathology: Pocket Atlas* (3rd Ed.). New York, NY: McGraw-Hill Education/Medical. (or any edition)

ISBN: 9781260121940



Required (Borrow one from the library or a friend if you do not plan to take the ARRT CT Registry Exam)

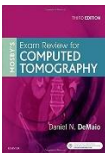
A CT Registry Review Book -Your choice

(if you already have a registry review book different than the ones below, let me know before you buy another one. If it is relatively current, it may be acceptable for this course)

Snowden, S. (2016). LANGE Review: Computed Tomography Examination. McGraw-Hill
 ISBN: 9780071843867

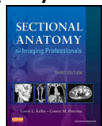


DeMaio, D. (2017). Mosby's Exam Review for Computed Tomography. Elsevier
 ISBN-13: 9780323544931



Recommended

Kelley, L. & Petersen, C. (2013). *Sectional anatomy for imaging professionals*. St. Louis, MO: Elsevier/Mosby. (Any edition)



Computer Requirements

You need access to an up-to-date computer with an internet connection in this course. D2L does not work well with Internet Explorer. Use a different browser when working in D2L.

Important Dates and Course Schedule

Important Dates

Date	Assignment
January 17	Class opens
January 23	<ul style="list-style-type: none"> • Introductions in Discussion Board by 23:59 • Introduction Quiz due by 23:59 • Case Study Category Signup by 23:59 (if you do not sign up, you will be appointed a category; due dates depend on which module you are assigned)
January 30	<ul style="list-style-type: none"> • CT Trends Research Presentation Topic to Discussion Board due by 23:59 • Module 1 Quiz due by 23:59

February 6	Mod 2 Case Study –Pediatric Considerations to the discussion board by 23:59
February 7 1:15-2:50 pm	BSRT (non-registered entry-level students-hybrid) Only Seminar 1:15-2:50 pm (Required of all BSRT students), Location TBD (BSRS classification-registered technologists- online students will Not come to seminar)
February 13	<ul style="list-style-type: none"> • Module 2 Discussions-Pediatric Case Study ends 23:59 • Module 2 Quiz due by 23:59 • Mod 3 Case Study-Contrast Media to the discussion board by 23:59
February 20	<ul style="list-style-type: none"> • Module 3 Discussions-Contrast Media ends 23:59 • Module 3 Quiz due by 23:59 • Module 4 Case Study-Pathology of the Head, Neck, and Spine to the discussion board by 23:59
February 27	<ul style="list-style-type: none"> • Module 4 Discussions-Pathology of the Head, Neck, and Spine ends 23:59 • Module 4 Quiz due by 23:59
March 5	<ul style="list-style-type: none"> • Module 5- Quiz due by 23:59 • Mod 6 Case Study-CT Pathology of the Chest, Abdomen, and Pelvis to discussion board by 23:59
March 12 March 19	<ul style="list-style-type: none"> • Module 6 Discussions-CT Pathology of the Chest, Abdomen, and Pelvis ends 23:59 • Module 6 Quiz due by 23:59 • Mod 7 Case Study-CT Pathology of the Musculoskeletal Anatomy, Vascular System, and Other CT Procedures to discussion board and dropbox by 23:59
March 26	<ul style="list-style-type: none"> • Module 7 Discussions- CT Pathology of the Musculoskeletal Anatomy, Vascular System, and Other CT Procedures ends 23:59 • Module 7 Quiz due by 23:59
April 2	CT Trends Presentation to Discussion Board and Dropbox due by 23:59
April 3 1:15-2:50pm	BSRT (non-registered entry-level students-hybrid) Only Seminar (tentative time) 1:15-2:50pm (Required of all BSRT students). Location TBD (BSRS classification-registered technologists- online students will Not come to seminar)
April 9	<ul style="list-style-type: none"> • Scavenger Hunt Assignment to discussion board by 23:59
April 9	<ul style="list-style-type: none"> • QC CT Assignment (or alternate) due to dropbox by 23:59 • CT Trends Presentation replies in the discussion board due by 23:59
April 16	<ul style="list-style-type: none"> • Module 8 Discussions-Scavenger Hunt ends 23:59. • CT Mock Registry Assignment due to dropbox by 23:59
April 09-April 23	Comprehensive Exam (timed 60 minutes) due by April 23, 23:59
April 24	Last day to withdraw with a “W” grade by 4:00 pm campus time

Information contained in the course syllabus, besides the grade and absence policy, may be subject to change with advance notice, as deemed appropriate by the instructor.

Course Modules

Module
Introductions and Course Expectations (must complete this module first)
Module 1: Modern CT: A Review
Module 2: CT Pediatric Imaging
Module 3: CT Contrast Media Injection Considerations
Module 4: CT Pathology of the Head, Neck, and Spine
Module 5: Data Acquisition and Image Quality
Module 6: CT Pathology of the Chest, Abdomen, and Pelvis
Module 7: CT Pathology of the Musculoskeletal Anatomy, Vascular System, and Other CT Procedures
Module 8: Research and Review

Evaluation

Grade Distribution

- 15% Module Quizzes (7)
- 15% CT Trends Assignment-Research Presentation
- 15% Case Study Assignment
- 15% QC CT Assignment-Clinical or Non-Clinical
- 15% Discussions
- 10% Mock Registry Assignment
- 15% Comprehensive Exam

Grade Scale

- A=100-90
- B=89-80
- C=79-70
- D=69-60
- F=59 and below

NOTE: You must make a C average (70%) or above for this course to be applied to the Radiology Program degree.

Grading Cycle

All assignments are graded together as a group to maintain a higher level of consistency. Grading begins on the first business day after a due date, outside of university holidays and professional meetings, and is typically completed before the next due date. You may track your progress through the Gradebook in D2L.

Feedback

Feedback varies throughout the course. The News section of the course is where I will send messages to the entire class. It is best to set up your D2L account to receive an email notification (to the email of your choice) when News items are posted so you do not miss critical updates.

Setting Up Notifications in D2L

1. Click the down arrow in the News section on the 4783 course home page
2. Select Notifications
3. Check the email address you wish to send email notifications to. Select "Change your email settings" and enter the new email address if you need to change this. This email address should be an email address you check frequently.
4. If you want to receive these updates on your mobile, select "Register your mobile."
5. Check the box next to "News - new item available" and then check any other boxes you wish to receive an email notification.

Steps to forward D2L email to another email address

1. Click on the **Envelope Icon** in the top menu bar.
2. Click **Email**.
3. Click **Settings** in the top right corner of the inbox.
4. Scroll down to **Forwarding Options**, type in the new email, or uncheck the box to turn forwarding off.
5. Click **Save**.
6. Remember to go to the new email and click to verify the email address.

Viewing feedback in Tests

1. Go to the place where you took the quiz,
2. Click on the down arrow next to the exam,
3. Select submissions,
4. Click on the attempt,
5. The feedback for the entire exam is displayed under Attempt Feedback
6. The feedback for each question is under the View Feedback button under each question

Viewing feedback in Assignment dropbox

Tip: You can also view assignment feedback from User Progress and Grades.

1. On the navbar, click Assignments.
2. From the Assignments page, locate your assignment and click Unread in the Evaluation Status column.
3. You can view your submission feedback, rubric assessment, and grade from the View Feedback page.
4. If your instructor added annotated feedback to the assignment, click View Inline Feedback. The annotation view opens in a new tab, displaying annotated feedback using highlighting, freehand drawing, shapes, and associated commenting.
5. To download the annotated assignment as a PDF, click Download.

6. When you are finished viewing feedback, navigate back to the View Feedback page and click Done.

If you have technical difficulties accessing the course or any other technical issues, please contact distance.learning@msutexas.edu.

You are welcome to email questions to clarify concepts or look for further explanations. If I encounter repeated questions, I will provide feedback or supplementary resources in the News section of the course so that everyone can benefit from it. You might look there first because your questions and answers may be there.

Late Work

Due Dates

Most assignments are due on Tuesdays (see Important Course Dates above). Assignments must be submitted by 23:59 (23:59) Central Standard Time on scheduled due dates in the course schedule. If a student fails to meet a deadline, the student will receive no credit for the assignment not submitted on time.

Emergency Extension

If you have a significant event such as a death in the family, illness, hospitalization, or other extenuating circumstances, email the professor at kimberly.onstott@msutexas.edu as soon as possible and on or before the scheduled due date. I will grant extensions on an individual basis. If an extension is granted, the following guidelines will typically be followed.

1. The assignment may be up to one week late and still qualify for full credit. After the one-week extension, ten points per day can be deducted until the assignment is no longer worth any credit.
2. When the assignment is completed, you must send a follow-up email informing the professor that it is ready to grade. Failure to notify the professor could lead to a grade of zero.
3. **Avoid End of Course Late Work:** Please note there are University deadlines for submitting grades at the end of the semester. Therefore, all work must be turned in at least a week before grades must be posted.
4. If a course includes interaction between students in the discussion board, and if extenuating circumstances will prevent you from participating, an alternate assignment may be considered at the discretion of the professor.

HIPAA Requirement

Do not place ANY patient name on your assignments. Any proper name that appears on an assignment other than yours will be considered a HIPAA violation, and the assignment grade may be dropped to as low as a zero, depending on the severity of the violation.

Final Course Grade

A final course score of 70% is required to pass this course. Letter grades of "D" or "F" cannot be used for graduation and will require the course to be repeated according to the current radiology program policies.

Attendance

Attendance

This is an asynchronous online course, and there are no mandatory sessions. However, the student should be vigilant in logging in to D2L. Regular checks will ensure that messages from the instructor are received in a

timely manner.

Campus Closure Policy

In the event of campus closure due to weather or any other unscheduled event, course due dates for assignments and quizzes will remain the same. If the event prevents you from accessing a computer or the internet, use whatever means you have to send a note to your professor as soon as possible (e.g., phone message, email from phone, friend's phone).

Classroom Etiquette

You must respect the right of every student in the classroom to learn.

Mental Health

We all experience stressful and challenging events as a normal part of life. As your instructor, I believe your mental health is essential to your academic success. Success in this course depends heavily on your health and well-being. You should recognize that stress is an expected part of the college experience, and it often can be compounded by unexpected setbacks or life changes outside the classroom. I strongly encourage you to reframe challenges as unavoidable pathways to success. Reflect on your role in taking care of yourself throughout the term before the demands of exams and projects peak. Please feel free to contact me about any difficulty you may have that may affect your performance in this course as soon as it occurs and before it becomes unmanageable. In addition to your academic advisor and me, I strongly encourage you to contact the many other support services on campus that stand ready to assist you.

- [Counseling Center](#)– or call 940-397-4618 to schedule an appointment
- [BetterMynd](#)- free virtual counseling for students looking for evening appointments

Technical Difficulties

Occasionally, you may experience problems accessing D2L, accessing class files located within D2L, connecting with your internet service, or other computer-related issues. Make the professor aware of a technical problem as soon as possible. A due date extension will typically be granted if a problem occurs on our end, such as D2L failure. **However, remember that 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 a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.**

Dropbox assignments that can be attached in an email should be emailed to the professor as soon as a problem is encountered. Failure to do so may result in lost points, regardless of connection issues.

For help options:

- For D2L issues, go online go to the [Distance Education Helpdesk](#)
- Call the Distance Education office at 940-397-4785 between 8 AM and 5 PM.
- Use the D2L help link in D2L.
- Contact your professor.
- For other computer access issues, go to the MSU [Information Technology Website](#).

Requesting a Withdrawal

The last opportunity to drop this course with a grade of "W" is 4:00 PM on April 24, 2024. The student must initiate all withdrawals. After this date, dropping the course results in a grade of "F."

In an emergency or extenuating circumstance, a student may request a grade of "Incomplete" before grades are submitted. If the professor grants the "Incomplete," the student has until thirty (30) days after the beginning of the next long semester to complete the course requirements. If the student does not meet the course requirements within the deadline, the "Incomplete" grade will automatically convert into a grade of "F".

Special Needs

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 adjustments in its policies, practices, services, and facilities to ensure equal opportunities for qualified persons with disabilities to participate in all educational programs and activities.

[The Office of Disability Services \(ODS\)](#) provides information and assistance, arranges accommodations, and serves as a liaison for students, professors, and staff. In addition, the ODS has assistive devices such as books on tape, recorders, and adaptive software, which can be loaned to qualified individuals. A student/employee who seeks accommodations based on disability must register with the Office of Disability Services in the Counseling Center, Clark Student Center, Room 108. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation based on a disability are encouraged to resolve the problem directly with the area involved. The Office of Disability Services for resolution will advise and assist if the matter remains unresolved. The grievance procedure may be found in the Student Handbook and Activities Calendar.

The Director of the Counseling Center serves as the ADA Coordinator and may be contacted at (940)397-4140 or 3410 Taft Blvd., Clark Student Center Room 168.

Administrative Process

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

1. Department Chair – Beth Veale (940-397-4575)
2. College Dean - Dr. Jeff Killion (940-397-4594)
3. Dean of Students – Matthew Park (940-397-7500)

Honor System

RADS 4783 adheres to the [MSU Code of Conduct](#).

In particular, however small, academic dishonesty breaches academic integrity. A student's participation in this course comes with the expectation that their work will be completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions

about the code.

Plagiarism

All components of RADS 4783 are designed to represent the efforts of each student individually and are NOT to be shared, copied, or plagiarized from other sources. When students submit their efforts for grading, they are attesting they abided by this rule.

An online plagiarism service will be used in this course. Student assignments will be uploaded to the service to identify similarities to other student papers and published works.

Cheating includes but is not limited to

- Use of any unauthorized assistance in taking quizzes, tests, or examinations;
- Dependence upon the aid of sources beyond those authorized by the professor in writing papers, preparing reports, solving problems, or completing other assignments or
- The acquisition of tests or other academic materials belonging to the university faculty or staff without permission.

Plagiarism includes but is not limited to

- The use of paraphrasing or direct quotation without correct citation in the text and the reference list,
- The published or unpublished works of another person.
- Students may NOT submit papers and assignments previously submitted for this or other courses.
- Using materials generated by agencies engaged in "selling" term papers is also plagiarism.

Academic dishonesty (cheating, plagiarism, etc.) will not be tolerated in this class. Whenever a student is unsure whether a particular situation will be interpreted as academic dishonesty, they should ask the professor for clarification. If students are guilty of academic dishonesty, a zero (0) grade will be given for the quiz, assignment, etc. Cases may also be referred to the Dean of Students for possible dismissal from the university. Students are encouraged to review the tutorials and suggested websites for more information about plagiarism. If you have any questions about what constitutes plagiarism, please consult:

- The [University Academic Dishonesty Policy](#)
- The website [Plagiarism.Org](#), or
- The professor

Artificial Writing Generators

Using any artificial writing generator (ex, Chat GPT) is strictly prohibited. The use of artificial writing generators can and will be deemed a violation of the university's honor system. Any or all parts of a written assignment identified as having elements of writing attributed to an artificial writing source will automatically receive a zero (0) for a grade, and there will be no make-up of the assignment. This is a form of both cheating and plagiarism.

Intellectual Property

By enrolling in this course, the student expressly grants MSU a "limited right" to all intellectual property created by the student for this course. The "limited right" shall include but shall not be limited to the right to reproduce the student's work/project to verify originality and authenticity and for educational purposes. Specifically, faculty may submit student papers and assignments to an external agency to verify originality and authenticity and detect plagiarism.

Senate Bill 11/House Bill 1927

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 as 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 are 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 the MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). In addition, students are encouraged to watch the video "Run. Hide. Fight." which may be electronically accessed via the University police department's webpage: "[Run. Hide. Fight.](#)"

If you have questions or concerns, please get in touch with MSU Chief of Police [Steven Callarman](#) by email at steven.callarman@msutexas.edu

Communicating with the Professor

The professor's contact information is listed at the top of the first page of this syllabus. The professor prefers email, so there is a record of the communication, and often the professor is away from her desk.

Use the following format in the subject line of the email.

4783_your last name_topic of message

Example: 4783_Smith_Title Page question

When there is a need to contact a student, the professor will use the student's students.mwsu.edu email account. The professor is not responsible for sending emails to any other email account (set up your email to forward messages to an email you often check to avoid potentially missing any correspondence). Likewise, faculty members will not be responsible for keeping up with other students' email addresses. If you have not established this account or need help forwarding messages, contact [information systems](#) as soon as possible.

The professor will respond or acknowledge all student communications within five (5) business days. If this time will be longer because the professor is out of town or for other reasons, a news item will be posted online in D2L for the class. Please always give the professor the time asked to respond before repeating your request. Always include your course number and topic in the email's subject line.

CT Applications Assignment Details

Order of Content

Since this course is highly interactive between students, with much of the learning occurring in the discussion

boards, students must complete the course content by the dates listed in the course schedule.

See the Course Schedule for specific information about activities and due dates. Late work is not accepted; a zero (0) will be recorded after the due date.

If extenuating circumstances occur that may cause a delay in completing an assignment or quiz by the deadline; the student should contact the professor before the assignment is due (see the section on late work above); such cases will be dealt with on an individual basis.

Semester Long Activities

The QC/Lab Assignment, Scavenger Hunt, and Mock Registry Assignment should be done throughout the course to avoid a compilation of work at the end of the semester. Reminders will be given in each of the module instructions.

If extenuating circumstances occur that may cause a delay in completing an assignment or quiz by the deadline, the student should contact the instructor before the assignment is due (see the section on late work above); such cases will be dealt with on an individual basis.

HIPAA requirement

Do not place ANY patient name on your assignments. Any proper name that appears on an assignment other than yours will be considered a HIPAA violation, and the assignment grade may be dropped to as low as a zero, depending on the severity of the violation.

QC/Scanning Assignment- (15%)

Throughout this course, you will be logging the clinical experiences you have completed. For this project, specific QC tests must be included as well. They are listed on the **provided log sheet**. A total of 27 must be completed by the end of this course, but you may complete more if you are able. Try to average at least 3 per week. Remember, the ARRT requires 125 logged experiences to sit for the registry. For those of you who completed the CT clinical experience log in Principles of CT, this assignment is a continuation of that assignment. It is highly recommended students complete the clinical experiences as they are taking this course; however, I understand some facilities either do not have scanners or may not allow a student to obtain these experiences at their facility.

If you cannot complete these exams or prefer not to scan an alternative non-clinical assignment must be completed.

Review the module for specific instructions.

Modules

The course content is divided by modules. Additional resource material is available through the Internet. Each module requires readings, video presentations, activities, and a quiz. See the Course Schedule at the end of this syllabus for deadlines.

Students should read each assigned chapter, review any internet resources associated with each chapter, and watch the instructional videos for each module.

Module Quizzes -15%

When a student has reviewed a module and is ready for the quiz, they will log on to D2L and receive a customized timed module quiz consisting of randomized multiple choice questions. See the course schedule for the due dates for the quizzes.

It is important to know the module content before attempting the module quizzes because they are **timed**. Quiz questions will be from information learned in the modules. Be sure to read all required reading assignments, watch all video presentations, and perform all of the internet searches for each module. Quiz scores will be available immediately after a student submits his or her quiz for grading.

The quizzes are designed to encourage practice with the material, so you may take each quiz up to 3 times before the due date of each quiz (this does not include the comprehensive exam in Module 7). The grade will be an average of all attempts. Note: Only one attempt is required so you do not have to complete the quiz 3 times, however, it is highly recommended as it will give you additional practice with the material for your CT registry exam. Quizzes not completed by the due dates, may receive a zero (0). If extenuating circumstances have occurred that will prevent you from meeting the due dates, please let me know as soon as possible.

If students have technical difficulties during a quiz, they should use the Help link at the top toolbar in D2L, contact the MSU Information Systems Support Staff (<https://msutexas.edu/it/>), and send an email to the course instructor explaining what happened. Screen shots and/or taking a picture of your screen may help in diagnosing the problem

If a student finds a faulty quiz test item or believes that a quiz question has been scored incorrectly, he or she should send an email to the course instructor that includes the following:

- Module Quiz Number (I -VI)
- Answer the student thinks should be correct
- Rationale supporting why the student's answer is correct
- Page numbers must be included when referencing the textbook in a rationale

After reviewing the case, if the course instructor thinks a revision is justified, the student's quiz score will be revised to reflect the additional points and the test bank will be updated.

Case Study -15%

Each student will document, research, and discuss a CT imaging exam surrounding material learned in the perspective modules. These will be abbreviated case studies due to the time constraints of this course. However, these should be meaningful as they will provide a pathway for discussions with your peers. There is a template that must be used for each topic to speed things up a little.

Each student will choose a category for their case study. The categories are limited, so students must sign up for the one they want by the due date. The case study will be presented to the discussion board according to when the dates are open for each module. All students will then discuss these by viewing at least one from each category and providing feedback. View the discussion board guidelines and dates for further instructions.

Module 2: CT Pediatric Imaging Case Study

Module 3: CT Contrast Media Case Study

Module 4: CT Pathology Case Study Assignment-CT Pathology of the Head, Neck, and Spine

Module 6: CT Pathology Case Study Assignment-CT Pathology of the Chest, Abdomen, and Pelvis

Module 7: CT Pathology Case Study Assignment- Musculoskeletal Anatomy, Vascular System, and Other CT Applications

Optimally, each case will be a case describing a CT patient exam that you have personally scanned, however, you may use an exam you have observed or researched if the case aligns with your learning in the module. You must consider HIPAA laws when completing these assignments. Do not include any identifying information. Any case that is so unique that it may be traced back to the actual patient should not be used! HIPAA violations in this course may result in a grade of zero for the assignment.

Specific instructions are included in each module. Each of them is a little different, so be sure to read the requirements thoroughly and use the templates.

Images

You will be including at least one CT image of the anatomy or pathology scanned, depending on the module. Remember, you **must** obtain permission from the facility to use an image from the actual scan. Do not do this without permission. Most likely you will have to find an equivalent image available on the internet or in your textbooks.

Videos

You may also include a YouTube video link if you find a good explanatory video of the CT pathology. If you are so inclined, you may even create an explanatory video of your own (if you do, and you need help publishing as a private video to YouTube, please let me know).

Writing Intent

When writing these case studies, please remember two items.

1. You are writing to convey that you understand how to apply the knowledge you have learned, and
2. You are writing to inform your classmates of the techniques they may be able to use if they encounter a similar case that requires them to perform a CT exam.

Make sure your information is accurate, supported by evidence (cited in APA format), and interesting. If you find disparities in the scanning techniques of studies you observed or researched or in protocols that were used, please explain what you think should have been done differently. The intent here is to approach these as learning opportunities, so provide as much support from your learning resources as you can.

CT Trends Research Presentation Project (15%)

Each student will be presenting a research presentation about a topic concerning CT Trends. Each student will prepare a 5-7-minute recorded PowerPoint presentation about a current trend in computed tomography. This presentation may be about new procedures, equipment, or other noteworthy events in the field. All presentations must be directly related to computed tomography, and the topic must be approved beforehand.

All students will present virtually via a recorded presentation. **All** students will upload a research Powerpoint presentation to the appropriate discussion board for peer-review **and** to the dropbox for grading.

Presentations are required. No narration or presentation may result in a zero for the entire project. See the module for specific details about the requirements.

Seminar for Hybrid Students Only

(BSRT classification-entry-level students who are Not registered technologists)

For BSRT students, **two** seminar days will be scheduled around your clinical education seminars. These are times that you will be allowed to discuss and ask questions about your progress in the course. You must be present for the **entire time** during both seminar days. No excuses will be made for work or other activities, so be sure to schedule appropriately. If you have a valid excuse (i.e., you are ill, have a family emergency, etc.) notify your professor as soon as you are able. An alternate assignment or some accommodations will be considered on a case-by-case basis. Failure to attend both seminar days or stay for the entire duration may result in a zero for your participation grade.

Discussions -15%

Introductions (original post and reply as needed)

Introduce yourselves in the introduction discussion board and converse with your peers by the due date in the course schedule. After your introductions, you may use the discussion as an area to talk with your classmates. Introductions are required and are part of your discussion grade.

Case study discussions (original post and five thorough replies)

Post a copy of your completed case study to the appropriate discussion board by the dates in the course schedule. Review and reply to at least one of your classmate's case studies in each of the categories. View the instructions in the course for specific requirements

Scavenger hunt discussion (original post and reply as needed)

Note, that the document for this discussion should be built throughout this course to avoid a last-minute crunch at the end of the semester.

The purpose of this assignment is to gather as many helpful resources as possible for both CT clinical practice help and for studying for the CT registry examination. Ultimately, you will create a working document that you can continue to add to once you leave this course. You will use the template provided as a guide in your search, which will also help keep things organized. View the specific instructions for this assignment in the course.

See the discussion sections for specific details.

CT Mock Registry Assignment - 10%

Sometime during this course, you will take a CT mock registry exam from the CT registry review book you chose for this course. The exam can be either a paper version or an online version. A score of 70% is required to receive full credit for this assignment. View the specific instructions for this assignment in the course.

Comprehensive Exam- 15%

This exam will cover all of the coursework you have completed in this course. This is essentially your final exam. It is timed and can only be completed once for a grade. It will only be open during the times and dates in the course schedule. ***Note- All quizzes must be completed before the Final Exam. ***

Exam Format

- The proctored comprehensive final examination is a closed book with no notes exam.
- The exam is a timed, 1-hour (60 min) test.
- The comprehensive exam will be administered using Desire2Learn (D2L) Lockdown Browser online proctoring service.
- To prepare for this exam, start with a review of your quizzes, then review your textbook readings, and then review your sectional anatomy.

What to Bring

- You must have a computer with a good internet or WiFi connection and a webcam and mic.
- No smartwatches or any other electronic devices will be allowed.
- Students are not allowed to print the final exam.
- No textbooks or notes may be used.
- You may bring scratch paper.

Technical problems

- You must immediately email your professor if you are disconnected during your exam. All exams taken after business hours will not have the luxury of technical help should something go wrong. Use discretion when preparing to take the exam.
- *All times will be documented*
- The exam must be taken within the scheduled test dates, regardless of any technical issues that may arise. This is the student's responsibility.
- Late submissions will not be accepted.
- A suggestion is to take the exam during the first days it is available (listed below) to avoid receiving a zero due to technical issues. If you must reschedule, it must be within the scheduled dates and times. You are cautioned that if you schedule the exam on a weekend, you do so knowing there is no technical assistance available at the university to help in case a problem arises.

All course requirements must be completed before a grade is awarded. Students must complete the final and all coursework by the dates published in the course schedule.

Note: All assignments received are considered complete and will be graded as such. Any instructor's decision is final, and no further changes will be made.

CT Certificate Program Students

If you are in the CT Certificate Program, once you have completed this course and your CT clinical experiences, send your proof of completed experiences to the MSU Radiology Department so that you may receive your Certificate in Computed Tomography from MSU. These clinical experiences can be printed from the ARRT website. Good luck with your CT registry exam!

If you are not quite finished with your clinical experiences, or if you will be taking your registry at a later date, this course will cover your ARRT didactic requirements for two years. If you need any help, advice, or anything else while completing your clinical experiences or studying for your CT registry exam, I am always here to help, so do not hesitate to contact me. I will do my best to help you in reaching your goals!

All course requirements must be completed before a grade is awarded. Students must complete the final project and all coursework by the dates published in the course schedule.