

HTEC 60G Course Syllabus - Winter, 2025

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HTEC 60G.01Z, Section 39167

Advanced Medical Terminology

Course Description

Application of medical terminology to the following body systems: digestive, urinary, reproductive, nervous, integumentary, sensory organs and radiology.

Requisites

Advisory: Health Technologies 60A

Student Learning Outcomes

- Demonstrate the anatomy, physiology and diseases of the digestive, urinary, female reproductive, male reproductive, nervous, sensory and integumentary body systems.
- Develop case studies that concern diagnostic, conditions and diseases of systems and/or medical specialties.

Required Text

The Language of Medicine, 12th Edition, *Chabner, Davi-Ellen, 2021, W.B. Saunders Co., ISBN: 978-0323551472.*

General Information

- There are **6 mandatory class meetings via Zoom** – January 7th and 21st, February 11th and March 4th, 18th and 25th. All class meetings are from 8:30 am to 10:20 am.
- **All 6 of these classes are mandatory.** You are allowed one absence. If you miss 2 of the mandatory classes, you may be dropped from the class.
- Class starts promptly at 8:30 am. **Late entries will be considered an absence.**
- If you are dropped from the class, you will receive a “W” or “F” depending on the date the class is dropped.
- In consideration of the other students and to support your success in this class, students must be in an appropriate place without distractions during class time.
- **Zoom Meeting information** for class, meeting, exams and office hours: **ID:** 871 7267 9645 **Passcode:** HTEC60G [Zoom Class Link](#)
- Exams must be taken on the day and time via Zoom as scheduled on the course calendar.
- The student will have 1 hour and 50 minutes for each exam.

- **The student’s camera must be on with full face visible and working for the entire length of time that it takes for the student to complete the exam.**
- Canvas logs will be monitored during and after exams. If there are several instances when student logs out and logs back into the exam, the exam may be dropped at the discretion of the instructor.
- Each exam is 100 points. There are some multiple part questions so there are fewer than 100 questions.
- NO MAKE-UP TESTS WILL BE GIVEN UNDER ANY CIRCUMSTANCES.
- Upon completion of the four exams, one will be dropped. Therefore, missing one exam will not affect your grade.
- Homework assignments are due to at the start of class and will not be accepted after the due date and time.
- Homework must be completed with appropriate medical terminology – no inappropriate language.

Examinations

Exams must be taken on the date and time noted with a camera on and working, no exceptions.

Points

Learning Activity	Total Points Possible
Homework	70 points
Discussions	12 points
Examinations	300 points
Final Examination	100 points

Final Course Grade / Grading Scale

A	432 – 482 points (90 – 100%)
B	384 – 431 points (80 – 89%)
C	335 – 383 points (70 – 79%)
D	287 – 334 points (60 – 69%)
F	< 286 points (<59%)

A grade of “C” is required for matriculation in the Health Technologies Programs.

Note: De Anza College will enforce all policies and procedures set forth in the [Standards of Student Conduct](#). Any student disrupting a class may be asked to leave the class. Administrative follow-up may result.

Student Integrity Policy

All examinations, assignments and homework are considered to be individual (not group) work unless explicitly stated by the instructor. Dishonest behavior such as cheating (or attempts to cheat, or placing yourself in a situation where cheating may be perceived) on any required class-related work or tests will result in a failing grade on that assignment or examination.

De Anza Student Information

[MyPath](#) is an online guide to help students find the information they need to succeed at De Anza College. It is similar to an electronic student handbook that provides important steps or tasks for new students – from applying for financial aid to creating an ed plan. You will receive an email upon admission to De Anza. The email will contain essential information including your CWID, how to register for classes and how to connect with MyPath . Students will be held accountable for all information in the [Standards of Student Conduct](#). In addition to outlining expectations of classroom behavior, MyPath contains many helpful resources for students as well as ideas to help students succeed in the sciences.

BHES Division Information

This class is part of the Biological, Health and Environmental Sciences (BHES) Division. The [BHES website](#) will introduce you to some of the opportunities and resources that are available to you in the division.

Tutoring

De Anza’s Tutorial Center is located in L47 and the Writing and Reading Center is located in ATC309. You may receive tutoring services including drop-in help, regularly scheduled tutoring sessions, and/or online tutoring assistance for papers at both centers. These and many other academic support services are available at [Student Success](#).

Library Information

Many library materials can be accessed from an off-campus computer at [De Anza Library](#). You will need either your 14 digit library number, posted on the front of your DASB card or your 8 digit student identification number to verify your student status. See the library webpage for more details.

Important Dates

1st Day of Class - Tuesday, January 7, 2025

Last Day to Add Class - Sunday, January 19, 2025

Last Day to Drop Without a ‘W’ – Sunday, January 19, 2025

Last Day to Drop with a ‘W’ – Friday, February 28, 2025

Final Exam – Tuesday, March 25, 2025, Time 8:30 am