# Table of Contents

- Course Description .......................................................................................................................... 2
- Course Goals ...................................................................................................................................... 2
- College Program Objectives ............................................................................................................. 2
- Course Coordinator .......................................................................................................................... 2
- Course Faculty .................................................................................................................................... 2
- Curriculum Assistants ....................................................................................................................... 3
- Lines of Communication .................................................................................................................... 3
- Course Liaisons ................................................................................................................................. 3
- Office Hours ...................................................................................................................................... 4
- Course Web Site ................................................................................................................................. 4
- Textbooks and Reference Materials .................................................................................................. 4
- Course-based Academic Support ....................................................................................................... 4
- Courses begin and end dates ............................................................................................................. 5
- Exams/Assessments ............................................................................................................................ 5
- Professionalism/Attendance Bonus Points .......................................................................................... 6
- Make-up Exams ................................................................................................................................. 7
- Final Course Grades ........................................................................................................................... 7
- Remediation Exam ............................................................................................................................... 8
- Student Evaluation of the Course ....................................................................................................... 8
- Academic Honesty and Professionalism ............................................................................................. 9
- Absences from Mandatory Class Sessions and Examinations/Assessments ...................................... 9
- Computer-Based Testing .................................................................................................................... 9
- Remediation Policy ............................................................................................................................. 9
- Exam One .......................................................................................................................................... 11
- Exam Two ......................................................................................................................................... 11

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**Notice to Students:** Although course syllabi at MSUCOM have a consistent format, vitally important details differ by course. For this reason, you must read the syllabus thoroughly at the onset of each course to know what the course will provide and what is expected of you.
Section 1 – Course Information

Course Description
OST579 is a 9 credit hour course that provides students with a multidisciplinary study of the cardiovascular system in health and disease.

Course Goals
1. To provide a comprehensive presentation of normal and abnormal cardiovascular structure and function
2. To give the student a basic understanding of the diagnosis and clinical management of the major cardiovascular disorders
3. Class time will be used for lectures, workshops, laboratory sessions, review sessions, and quizzes as indicated on the attached schedule.

In order to prepare the student for a lifetime of self-study as a physician, OST 579 is employing active learning with increased student participation in the learning process. This is being accomplished via:

- Assigned readings to complement formal lectures for which the student will be held responsible in the evaluation process.
- Computer assisted interactive learning listed later in Supplemental Materials.

Please note that specific instructional objectives are provided within each lecture or other learning activity of this course.

College Program Objectives
In addition to the above course-specific goals and learning objectives, this preclerkship course also facilitates student progress in attaining the College Program Objectives. Please refer to the complete list provided on the MSUCOM website http://com.msu.edu/About/Accreditation/overview_of_program.htm.

Course Coordinator
(Note - Preferred method of contact is shown in italics)
Name: David Strobl, D.O. *
Phone: 517-343-4734
Email: Dia.Vue@hc.msu.edu (preferred method)
Address: 965 Fee Rd, E Fee Hall Room A331, East Lansing, MI 48824

*Dr. Mary Hughes is officially listed as the Instructor of Record, however, Dr. Strobl will serve as the acting Course Coordinator and all course related matters will be under his direction.

Course Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brett Gerstner, D.O.</td>
<td><a href="mailto:gerstne8@msu.edu">gerstne8@msu.edu</a></td>
<td></td>
<td>EL</td>
</tr>
<tr>
<td>Carolina Restini</td>
<td><a href="mailto:restinic@msu.edu">restinic@msu.edu</a></td>
<td>517-353-7145</td>
<td>MUC</td>
</tr>
<tr>
<td>Carrie Nazaroff, PhD</td>
<td><a href="mailto:Carrie.Tatar@radiology.msu.edu">Carrie.Tatar@radiology.msu.edu</a></td>
<td>586-263-6743</td>
<td>MUC</td>
</tr>
</tbody>
</table>
Curriculum Assistants

<table>
<thead>
<tr>
<th>Site</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Lansing</td>
<td>Dia Vue</td>
<td><a href="mailto:yangdias@msu.edu">yangdias@msu.edu</a></td>
<td>517-353-4734</td>
</tr>
<tr>
<td>DMC</td>
<td>Smita Deb</td>
<td><a href="mailto:debsmita@msu.edu">debsmita@msu.edu</a></td>
<td>313-578-9628</td>
</tr>
<tr>
<td>DMC</td>
<td>Alysia Johnson</td>
<td><a href="mailto:john1329@msu.edu">john1329@msu.edu</a></td>
<td>313-578-9667</td>
</tr>
<tr>
<td>MUC</td>
<td>Rosemary Shubeck</td>
<td><a href="mailto:shubeckr@msu.edu">shubeckr@msu.edu</a></td>
<td>586-226-4788</td>
</tr>
</tbody>
</table>

Lines of Communication

- For administrative aspects of the Course: general questions should be posted on the Discussion Board; for personal matters, you may contact the course coordinator directly.
- For content questions relating to a specific lecture or topic: please initially post all content questions under the specific faculty presenter on the Discussion Board. The Course Coordinator also monitors the discussion boards regarding content daily to insure a quick response.
- For absences/missed exams (see excused absence information below)
- Please set your notifications in D2L to immediate to receive posted News announcements. You may choose to receive notifications by email or SMS.

Course Liaisons

<table>
<thead>
<tr>
<th>Site</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Lansing</td>
<td>Vito Agrusa</td>
<td><a href="mailto:agrusavi@msu.edu">agrusavi@msu.edu</a></td>
</tr>
<tr>
<td>East Lansing</td>
<td>Lexi Brown</td>
<td><a href="mailto:brown717@msu.edu">brown717@msu.edu</a></td>
</tr>
<tr>
<td>Site</td>
<td>Name</td>
<td>Email</td>
</tr>
<tr>
<td>----------</td>
<td>---------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>East Lansing</td>
<td>Brittany Gnewkowski</td>
<td><a href="mailto:gnewkows@msu.edu">gnewkows@msu.edu</a></td>
</tr>
<tr>
<td>DMC</td>
<td>Bohdan Boytsov</td>
<td><a href="mailto:boytsovb@msu.edu">boytsovb@msu.edu</a></td>
</tr>
<tr>
<td>MUC</td>
<td>Matt McClure</td>
<td><a href="mailto:mcclur75@msu.edu">mcclur75@msu.edu</a></td>
</tr>
</tbody>
</table>

**Office Hours**

Questions of a personal nature may be discussed individually by making an appointment with Dr. Strobl, Osteopathic Medical Specialties, via e-mail. There are no set office hours.

**Course Web Site**

The URL for the Course website is: [https://d2l.msu.edu](https://d2l.msu.edu)

**Textbooks and Reference Materials**

**Required**
- Sadler. Langman’s Medical Embryology, 12th ed., 2012, Lippincott, Williams & Wilkins
- Strobl, OST 579 Course Pack Recommended

**Optional**
- Harvard Medical School/Lilly, Pathophysiology of Heart Disease, 5th ed., 2010, Williams and Wilkins

**Course-based Academic Support**

The course faculty are here to facilitate your learning. The large number of students in this course (about 300) necessitates a degree of formality. Also, since your schedules are very full, we must adhere rigidly to the lecture, small group and lab times assigned to this course. However, within these constraints, the needs of individual students will be accommodated whenever possible. Please feel free to contact the Course Coordinator with any personal issues you may have involving this course.

Additional academic support resources can be accessed here: [MSUCOM Office of Academic Success and](https://d2l.msu.edu)
Career Planning.

Courses begin and end dates
OST579 begins on October 1, 2018 and ends on December 7, 2018. See addendum for detailed daily course schedule.

Exams/Assessments
The successful achievement of learning objectives will require knowledge and skills acquired in other portions of the overall MSUCOM educational program. Students will be expected to apply concepts and vocabulary learned in other courses to problem-solving for exams/assessments in this course. (MSUCOM Program Philosophy)

In order to maintain security of assessments, you may NOT post questions on the discussion board regarding exam questions or quiz questions. Kindly email your questions to the course coordinator.

There are a total of three mid-course exams and a cumulative Final Exam. Exam 1, Exam 2 and Exam 3 will each be worth 50 points. The lowest score will be dropped. This policy will hopefully relieve some of the test-taking performance anxiety and allow students to perform at their best. The policy was also adopted to cover all potential conflicts with exam scheduling, such as observance of a religious holiday, unexpected medical illness, and all other unforeseen absences. Students should plan on and are expected to take all exams, and must obtain an excused absence for any of these situations. However, there will be no make-up exams for any of the three mid-course exams. This allows the class as a whole to maintain continuity of the course content, so that the course coordinator can immediately review the previous exam results with all students and clarify any poorly understood concepts without delay. Please be aware that if an excused absence is not obtained for any mandatory exam, it may result in an "N" grade for the course, as per the pre-clerkship excused absence policy.

Your best 2 of 3 scores from Exams 1, Exam 2 and Exam 3 plus your Final Exam score will determine your exam score points in the course (see below). After dropping your lowest score of the three mid-course exams, you can earn a potential of 100 points from the mid-course exams. The Final Exam will also be worth 100 points. In addition to your exam scores, you can potentially earn up to 12 true bonus points for Professionalism/Attendance. These points will be in a separate category, and will count toward your passing score. The examination/assessment schedule is as follows:

<table>
<thead>
<tr>
<th>Assessments</th>
<th>Potential Earned Points</th>
<th>Material to be Covered</th>
</tr>
</thead>
</table>
| Mid-course Exams             | 100 (best two of three exam scores) | • Exam #1: 50 points, Lectures from 10/1/2018 to 10/12/2018  
• Exam #2: 50 Points, Lectures from 10/16/2018 to 10/26/2018  
• Exam #3: 50 Points, Lectures from 10/30/2018 to 11/9/2018 |
| Comprehensive Final Exam     | 100                     | Lectures 10/1/2018 to 12/5/2018             |
| Professionalism/Attendance   | Up to 12 bonus points   | See below for attendance events             |
**Assessments** | **Potential Earned Points** | **Material to be Covered**
--- | --- | ---
Mid-course Exams | 100 (best two of three exam scores) | • Exam #1: 50 points, Lectures from 10/1/2018 to 10/12/2018  
• Exam #2: 50 Points, Lectures from 10/16/2018 to 10/26/2018  
• Exam #3: 50 Points, Lectures from 10/30/2018 to 11/9/2018

**TOTAL POTENTIAL POINTS** | 212* | *Must earn 150 points or more to pass

**Professionalism/Attendance Bonus Points**

Students can earn up to 12 true bonus points for attending designated events during the course. These points will be applied to a student’s final course score. Throughout your careers as physicians, there will be times where it will be important for you to **attend and be punctual** for certain events to convey respect for your patients and colleagues. Professionalism is a key attribute for a D.O. physician, and is as important as book knowledge and clinical skills. Therefore, students in OST 579 will be rewarded with earned bonus points for attendance at key guest lecture and laboratory events that can be applied to their total course score.

The designated events / dates are on the following table:

**Professionalism/Attendance Bonus Points Dates/Times (each event worth 1 true bonus point)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Lecture / Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/1/2018</td>
<td>9:00-11:50 AM</td>
<td>First Day of Class</td>
</tr>
<tr>
<td>10/1/2018</td>
<td>2:00-6:00 PM</td>
<td>Anatomy Lab and Quiz</td>
</tr>
<tr>
<td>10/8/2018</td>
<td>1:00-6:50 PM</td>
<td>Histology Lab and Quiz</td>
</tr>
<tr>
<td>10/12/2018</td>
<td>1:00-3:50 PM</td>
<td>Pre-Exam Individual Assessment &amp; Collaborative Quiz</td>
</tr>
<tr>
<td>10/22/2018</td>
<td>9:00-11:50 AM</td>
<td>Dr. Link’s Lectures</td>
</tr>
<tr>
<td>10/26/2018</td>
<td>1:00-3:50 PM</td>
<td>Pre-Exam Individual Assessment &amp; Collaborative Quiz</td>
</tr>
<tr>
<td>10/31/2018</td>
<td>9:00-11:50 AM</td>
<td><em>includes</em> Dr. Wilcox’s Lectures</td>
</tr>
<tr>
<td>11/2/2018</td>
<td>8:00-11:50 AM</td>
<td><em>includes</em> Dr. Wilcox’s Lectures</td>
</tr>
<tr>
<td>11/9/2018</td>
<td>8:00-11:50 AM</td>
<td><em>includes</em> Dr. Wilcox’s Lectures</td>
</tr>
<tr>
<td>11/13/2018</td>
<td>8:00-11:50 AM</td>
<td>Dr. Hickox’s Lectures</td>
</tr>
<tr>
<td>11/30/2018</td>
<td>8:00 AM-11:50 AM</td>
<td>Dr. Roth’s Lectures</td>
</tr>
<tr>
<td>12/3/2018 or 12/4/2018</td>
<td>1:00-6:50 PM</td>
<td>Clinicopathology Review</td>
</tr>
</tbody>
</table>

Students will be awarded one bonus point for attendance of the **entire** event. There will be no make-up events or partial points. Attendance will be documented via a sign-in sheet. Each student is responsible for documenting his/her on time attendance by signing an attendance sheet. Sign-in sheets will be picked up 5 minutes after the start of class. Multiple attendance sheets may be required for extended events. Certain laboratories or events may also require a minimum quiz score to earn the bonus point.
• If the student does NOT document his/her attendance in the proper manner and on time the student is considered absent for the event, regardless if the instructor or classmates can verify your attendance.
• Falsification of an attendance record (e.g., signing in for someone other than oneself or signing in and then leaving the session early) will be considered an instance of professional misconduct equivalent to academic dishonesty (i.e. cheating). This is considered a serious situation and may result in dismissal from the college. See MSUCOM policy regarding academic dishonesty and professionalism.
• The student will be counted as absent if he/she arrives more than 5 minutes late to a session. The student will be expected to participate in the activity if they are present and will be eligible for points if they are fully engaged in the session.

Make-up Exams

Mid-Course Exams: There will be no make-ups for the first three exams. Your score will simply be zero for a missed exam.

Final Exam: If an emergency prevents your attendance at the Final Examination, you MUST receive an excused absence from the coordinator, David Strobl, D.O. It is your responsibility to notify the Curriculum Assistant, Dia Vue at (517) 353-4734 as soon as possible. If there is no answer, leave a message and Dr. Strobl or the Curriculum Assistant will call you back. If an illness or an injury causes you to miss the final examination, we will also need a note from your physician.

ALL POTENTIAL EXCUSED ABSENCES WILL BE ALSO BE VETTED BY ELIZABETH PETSCH (Director of Academic Programs) AND/OR KIRSTEN WAARLA (Dean of S.E. Michigan campus).

If a make-up Final Exam is needed, it will be given on date to be determined. The format of the make-up exam will be at the discretion of the course coordinator.

If a student is eligible for a make-up Final Exam, please make every attempt to sit for the make-up exam. If a true emergency arises, contact Mrs. Nancy Thoma at 517-719-8120 at least 30 minutes prior to the scheduled start time of this exam. Mrs. Thoma will then contact the Course Coordinator for preliminary determination if another excused absence is warranted. Please be advised that Course Coordinator alone will make this determination and that another excused absence is not guaranteed. You will not be eligible to take a remediation exam if you do not take the final exam. Any unexcused absence will result in a Final Exam score of “0” and the student will need to enroll in OST 579 when it is again offered in 2019

Final Course Grades
Your final course grade will be reflected in D2L. You must take at least one of the first three exams and the Final Exam to be eligible to either pass the course (at least 150 points) or to be eligible to take remediation (less than 150 points). If the student is ineligible for the remediation course, or fails remediation, the student will need to enroll in OST 579 when offered again in 2019.
• **P-Pass** – means that credit is granted and that the student achieved a level of performance judged to be satisfactory by the instructor. To obtain a “P” grade for this course, a student must obtain:
  - The composite of **your best 2 scores** on exams 1, 2 and 3 (potential of 100 points) **plus** the Final Exam (potential of 100 points) **plus** Professionalism/Attendance Bonus Points (potential of 12 pts) will determine your course score. **At least 150 points are required for you to pass the course.**

• **N-No Grade** – means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory by the instructor. A student who accumulates less than 150 points will receive an “N” grade.
  - A student who receives an N grade on the basis of the examination cumulative score **but was able to pass (75% or greater score) at least one of the examinations taken** will be eligible to apply for remediation after an appropriate period of directed self-study.
  - A student who receives an N grade on the basis of the cumulative score and was **unable to pass any exam taken will not be eligible for remediation** and will need to enroll in OST 579 when offered in 2019.

**Remediation Exam**

**All remediation exams for semester FS18 (date TBD)**

Remediation - Since all of the courses in the MSUCOM curriculum are required, any student receiving an “N” grade must remediate the course. Please refer to the remediation policy.

**Student Evaluation of the Course**

We want your feedback on how to improve this course.
- Informal Feedback: Please contact your Cardio Liaison throughout the course with any concerns or suggestions. You may also approach the Course Coordinator or any of the course faculty directly with your feedback.
- Mid-course Survey: After the second exam, a mid-course survey will be conducted to provide feedback to the Course Coordinator. This is your opportunity to help improve both the current and future courses.
- Formal Evaluation: In addition to the above, we ask every student in the class to complete formal on-line course evaluation upon conclusion of the course. Student course evaluations are highly recommended. Student feedback provides Course Coordinators with valuable information regarding their performance, the performance of their colleagues, and the quality of the course. The information gained from these evaluations is used to continuously improve future offerings of this course. Students can access the evaluation system at: [MSUCOM Pre-clerkship Evaluation System](#).

Evaluations will open on date 12/7/2018 and close on 1/14/18.
Section 2 – Policies

Academic Honesty and Professionalism

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism; including the following:

- MSUCOM Code of Professional Ethics
- MSUCOM Statement of Professionalism
- MSU Medical Student Rights and Responsibilities

If there is any instance of academic dishonesty or unprofessionalism discovered by a member of the faculty, administration or staff, it is his or her responsibility to take appropriate action.

Such action may include, but is not limited to: giving a failing grade, referring a student for judicial review, directing the student to the Associate Dean of Student Services, and any other actions outlined in the Medical Students’ Rights and Responsibilities document.

Absences from Mandatory Class Sessions and Examinations/Assessments

It is the responsibility of every student to know and be in compliance with the MSUCOM policy regarding absences from mandatory sessions and examinations.

Requests for an excused absence must be submitted via the student portal.

Computer-Based Testing

It is the responsibility of every student to know and be in compliance with the MSUCOM policy on computer based testing.

REEF Polling Policy

It is the responsibility of every student to know and be in compliance with the REEF Polling (iClicker Cloud) Policy.

No make-up experiences will be provided, and no points will be given, should you forget your device or if it does not work, for whatever reason. If attendance is taken, you will be expected to arrive in class on time and to stay for the duration of the assigned activity.

Remediation Policy

Remediation of an “N” grade will be governed by the MSUCOM Policy for Retention, Promotion and Graduation and by the remediation section of each course syllabus.

Students deemed eligible for remediation will be informed by the registrar’s office. It is the student’s responsibility to ask the course coordinator about the format and expectations of the remediation experience.

Requests for Special Accommodations

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by
contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at
http://www.rcpd.msu.edu/ . Once your eligibility for an accommodation has been determined, you may
be issued a Verified Individualized Services and Accommodation (VISA) form. Please present the VISA to
Cheryl Luick, luick@msu.edu A329 East Fee Hall at the start of the term and/or two weeks prior to the
assessment event (test, project, labs, etc.). Requests received after this date will be honored whenever
possible.

It is the responsibility of the Student with Accommodations to contact the Course Coordinator and the
Curriculum Assistant two weeks prior to the beginning of the semester, when the VISA is obtained prior
to the start of the semester. When the VISA is obtained after the start of a semester, the student will
notify the Course Coordinator and the Curriculum Assistant two weeks prior to the next scheduled
evaluation.

**Addendum 1: Course Schedule**

Course schedule will be posted as a separate document on the same web page as this syllabus.
Addendum 2: Mastering EKG and Rhythm Strip Interpretation

Exam One

Lecture Title - (Required and Tested)

- EKG Primer Strobl
- Electrophysiology DiCarlo
- EKG Vector Doll Demonstration DiCarlo

EKG with DJS (Mediasite) – Required and Tested

- Session One: The Basics
- Session Two: Axis

Dubin Textbook – Recommended (Not specifically tested)

Chapters 1-4

Exam Two

Lecture Title- (Required and Tested)

- Rhythm Strip Bootcamp Strobl
- EKG Bootcamp Strobl
- Electrophysiology DiCarlo

EKG with DJS (Mediasite) – Required and Tested

- Session Three: Bundle Branch Blocks
- Session Two: Atrial Arrhythmia
- Session Three: Ectopy
- Session Five: Heart Block
- Session Six: Rhythm Review
- Session Seven: Hypertrophy
- Session Eight: ST-T Abnormalities

Dubin Textbook – Recommended (Not specifically tested)

Chapters 5-8
Addendum 3: Anatomy Lab

Specific Procedures for the Gross Anatomy Laboratory

Welcome back to the gross lab! At all campus sites, the lab will be open October 1st for access to donors and bucket heart specimens. You will be assigned to a specific lab session (lab section assignments will be posted on the OST 579 D2L website). Space and instructional support are limited in the gross anatomy lab, so it is essential that you attend only the lab section to which you have been assigned. Attendance during the faculty proctored anatomy labs is not required. However, we do highly suggest that you take advantage of the anatomy faculty while they are present so that you can have your questions answered. Also, the REEF Polling lab quiz will only count if you are attending the lab session to which you were assigned.

Pre-lab preparation

To make your time in gross lab productive, it is essential that you skim over the material beforehand. While many of these objectives may readily return from the deep recesses of your brain, some may not. Remember that objectives can be demonstrated on a donor, bucket specimen, cross section or radiograph. Have fun and enjoy your time again with the specimens.

Post-lab quiz

It is the responsibility of every student to know and be in compliance with the MSUCOM REEF Polling policy. No make-up experiences will be provided, and no points will be given, should you forget your device or if it does not work, for whatever reason.

Professional Dress in the Lab

In order to have access to the gross labs at EL, MUC and DMC, please come to lab wearing:

- Close toed shoes
- Long pants/scrub bottoms
- White coat (or scrub set)
- Name tag or ID
Addendum 4: Histology Lab

For the Histology Labs in this course, you must have a functional i>Clicker that is registered in accordance with MSUCOM instructions in order to submit your answers to the quizzes that will be given at the beginning of the histology laboratory.

Histology Information

**Histology Lab Leaders**
Frances Kennedy, DVM, MS
Histology Lab Director and East Lansing Histology Lab Leader
517-432-0467
kennedyf@msu.edu

Janice Schwartz, PhD
DMC Histology Lab Leader

Carrie Tatar, PhD
MUC Histology Lab Leader

IRQ points = 0 - 1.0 BONUS POINTS possible, using the following breakdown:

- Students answering 3 or 4 i>Clicker questions correctly = 1 point
- Students answering 2 i>Clicker questions correctly = 0.5 point
- Students answering 0 or 1 i>Clicker question correctly = 0 point

Required Textbook


Specific Procedures for the Histology Laboratory

Access
Locations of histology teaching laboratories
EL – Room E200 Fee Hall
DMC – Room G031
MUC – Room 211 of the UC-4 Building

At all campus sites, the lab is computer-based; it uses virtual slides (digitized microscope slides) as well as images from other designated sources. Students will team up (in groups of 2-3) to share the laboratory workstations. At each lab session, you will need your Histology Lab Manual (included in the course pack), your required histology text (Ross and Pawlina) and your i>Clicker.

Assigned lab times
For this course, you have been assigned to a specific 2-hour histology lab session (lab section assignments will be posted on the course D2L website). Space and instructional support are limited in the histology lab, so **it is essential that you attend only the 2-hour lab session to which you have been**
assigned. Answers that you submit during lab i>Clicker quizzes will earn course credit only if you are attending the lab section to which you are assigned.

**Pre-lab preparation**
To make your time in the histology lab productive, it is essential that you prepare beforehand. Your Histology Lab Manual includes detailed, step-by-step instructions, objectives, and study questions. To prepare for a lab session, carefully read the “Introduction” to the session in your Histology Lab Manual. Pay particular attention to the instructions that are entitled “Be sure to review and understand the following.” You should also skim through the detailed directions for the lab session (Lab Objectives) in order to get an idea of what you will be expected to accomplish during the lab session.

**Resources to bring to each laboratory session**
- **i>clicker** – In order to receive Individual Readiness Quiz (IRQ) credit, you must personally attend the lab section to which you are assigned, and you must submit answers using your personal i>clicker, which you have web-registered in accordance with directions provided by MSUCOM. IRQ answers submitted in another way (e.g. written on paper) will not be accepted. Having your personal i>clicker registered in your name and in good working order (with fresh batteries) is your responsibility.
- **Histology Lab Manual** – This is an essential guide to the structural features you will be looking for during lab and to their significance.
- **Histology textbook** – The Histology Lab Manual will refer frequently to pertinent figures in the required histology textbook (Ross and Pawlina); so bring your histology textbook with you to lab.

**Histology Lab Individual Readiness Quizzes (IRQs)**
As further reinforcement for advanced lab preparation, we will begin each histology lab section with a brief Individual Readiness Quiz (IRQ), to be administered via the i>Clicker2 system. (The i>Clicker system is described under the “Policies” section of this syllabus.) Course credit will be awarded for answering IRQ questions correctly (see "Exams/Assessments" section of this syllabus). The IRQ questions should not be difficult for students who have completed the pre-lab preparation, as described above. **No make-ups are offered for missed IRQs.**

**Making the most of your time in histology lab**
Being well prepared for each histology lab session (as directed above) and staying for the full lab time will allow you to take full advantage of the opportunity that each lab provides to work collaboratively with your classmates. Lab sessions provide students with excellent opportunities for face-to-face conversations with faculty about lab material, other course content, or ancillary matters of interest. Furthermore, participating in the interactive review of questions (carried out in the last half hour of each lab section) will provide valuable preparation for the integrative questions on course exams.

**Protecting the laboratory work stations**
- Do not consume food or drink while seated at a computer station.
- Do not touch the computer monitor screens with anything other than the pointers that are supplied.
- During histology lab sessions, do not use the lab computers for activities unrelated to lab work (i.e., no personal e-mail, downloads, or web surfing).

**Changes in lab assignment:**
Any change in your lab time assignment must be based on compelling need and negotiated in advance with MSUCOM Academic Programs. If you seek such a lab reassignment, contact the Curriculum Assistant for your campus (as listed earlier in this syllabus).

**Individual Readiness Quizzes (IRQs) in Histology Lab – Expected conduct**

The expectations regarding professional behavior and academic honesty that apply to examinations are to be applied during IRQs as well. An IRQ will be administered at the beginning of each lab section. It is your responsibility to be on time. You may be assigned to a specific seat for an IRQ, and you may be asked to change seats during an IRQ. All IRQs are “closed book.” You must not consult notes, books, electronic devices, or other reference material during an IRQ. During an IRQ, you must not communicate answers to IRQ questions to another student or attempt to copy answers from another student. Moreover, you are not to reveal the content of an IRQ to a student who is assigned to a subsequent lab section, and therefore has not yet taken the IRQ. Answering quiz questions on behalf of another student is considered to be an act of academic dishonesty, and may result in dismissal from MSUCOM.