KIN 3331: Anatomical Kinesiology
Date & Time: MW 0730-0850 HSSN 206
Spring 2024

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Office Hours: As Needed

Course Description

KIN 3331 is designed to introduce the structures of human anatomy and explain how they are involved in human movement. You will be performing hands-on activities by yourself and in groups to enhance the learning of anatomical movement. On successful completion of the course, you should be able to identify anatomical structures and give a scientific analysis of human movement.

Course Objectives:

On successful completion of this course, you should be able to do the following:

- Identify all the bones of the human body and their anatomical landmarks.
- Identify the ligaments that attach the bones and form the major joints of the human body.
- Identify the major muscles of the human body that cross the joints.
- Describe the fundamental movements created in the human body's joints by the muscles that cross the joints.

Required Materials

Behnke, R. S., & Plant, J. (2022). *Kinetic anatomy* (4th ed.). Champaign, IL: Human Kinetics.

Respondus Lockdown Browser:
https://www.utep.edu/technologysupport/servicecatalog/inst_lms_respondus4.html

Other Useful Resources

- Outlook/Email App: https://www.microsoft.com/en-us/microsoft-365/outlook-mobile-for-android-and-ios
- Blackboard Learn App: https://www.blackboard.com/teaching-learning/learning-management/mobile-learning-solutions
- Floyd, R. T. & Thompson, C. (2018). *Manual of structural kinesiology* (12th ed.). New York, NY: McGraw-Hill Education
- Online book resource: hkpropel.humankinetics.com
- Tool to study bones and muscles: https://www.getbodysmart.com/
- Youtube: Dissection Videos, Crash Course, etc
- I-Pad Users: Goodnotes Notetaking App https://www.goodnotes.com/
- Anatomy TV: https://www.anatomy.tv/

Important Dates

Jan 15th	Dr. Martin Luther King, Jr. Holiday – University Closed
Jan 16th	Spring classes begin
Jan 16th-19th	Late Registration (Fees are incurred)
Jan 31st	Spring Census Day
Feb 16th	Graduation application deadline for degree conferral
Mar 11th-15th	**Spring Break NO CLASSES**
Mar 28th	Spring Drop/Withdrawal Deadline

Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.

Mar 29th	Cesar Chavez Holiday - No classes; Spring Study Day
Apr 12th	Deadline to submit candidates' names for commencement program
May 2nd	Spring – Last day of classes
May 3rd	Dead day
May 6-10th	**Spring Final Exams**
May 11-12th	Spring Commencement
May 15th	Grades are Due
May 16th	Grades are posted to student records; students are notified of grades and academic standing

Course Assignments and Grading

A = 540 and higher
B = 480-539
C = 420-479
D = 360-419
F = <360

Exams (~33% or 50 Points Each): All exams will be completed individually by the student. Lectures will not cover all the material in the textbook; we will discuss only a few chapters in depth. However, all the material in the textbook is subject to being included on the exams. Students should study and review chapters and lectures thoroughly when preparing for exam as some questions will test your ability at comprehending the material and others will require you to apply the material to a situation.
Exams will be on Blackboard using Respondus Lockdown Browser

Final Exam (Optional): The final exam will be cumulative and as such will be subject to all material covered during the course. You are not required to take the final exam, however, if you score higher on the final exam than the other exams, your lowest exam grade will be replaced by the final exam grade.

Chapter Assignments (~66% or 25 points Each): There will be assigned coloring/labeling, multiple choice, fill in the blank and matching for you to complete as homework before the next class period. Each assignment will be based upon the previous lecture asking you to color and label various anatomical landmarks, muscles, ligaments, and origin/insertions. Fill in the blank questions will require you to spell words correctly, if you misspell the answer it will be marked as incorrect (no exceptions). You are allowed to use your notes, book, lectures slides, and work together on your assignments, however, you must turn it in individually.

Exam Reviews: Exam reviews will consist of content review to prepare you for your upcoming Exam.

Extra Credit (25 points): You are allowed to complete one extra credit assignment worth 25 points, either participating in a Research Study as a participant or writing a 3 Page Research Paper in a Microsoft Word document on an approved topic (discussed prior with your instructor) in the field of Kinesiology. Your paper will be submitted for plagiarism check using Blackboard Safe Assign. **DUE May 3rd by 5pm (Dead Day/Friday before Finals Week).**

Test Proctoring Software

All exams will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test. Please review the following guidelines:

- The assessments will only be available at the times identified on the course calendar.
- You may take the test at any time during the 7-day window.
- A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.
- You have 1 attempt to take the test. Once the window closes, your answers will be saved, and no changes can be made. Do not wait until 11:59 pm to take the exam, unexpected situations happen and the exam will not be reopened past the due date.
- Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test.
- No notes or textbook materials are permitted during the test.
- You should not have conversations with other people and/or leave and return to the area during the test.

NETIQUETTE

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

Email Etiquette

As a college student and professional you will be writing emails. Email etiquette depends largely on your audience, purpose, and relationship with the recipient. Writing a proper email streamlines communication and maintains professionalism. In this class when communicating with your instructor you are expected to adhere to professional email communication:

- Subject Line: Make sure your subject line is simple and relevant. This can determine whether your recipient opens your email.
- Greeting: Start with a salutation such as "Dear Dr.___", "Good Morning, Mr.___", or "Hello Mrs. ___". It is important to use correct titles (Dr., Ms., Mrs., Mr., etc) and spell the recipients name correctly.
- Structure: Use clear and concise statements. Provide only the most relevant information and get to the point in the body of your email.
- Signature: End your email with a closing (Regards, Best, Thank You, etc) and your name.
- Other Considerations:
    - If you go by a nickname or another name, make sure to also include your name as it is listed on Blackboard for your Instructors.
    - Make sure to include what Class you are emailing about (if there are multiple sections list the time and days of your class)
    - DO NOT include confidential information in your emails (UTEP ID Numbers are considered confidential information you do not need to include this with every email you send).

Here is an example Email:

Subject: KIN 3331 – Assignment 2 Extension

> Dear Dr. J.
>
> I hope this email finds you well. My name is Jane (Johanna) Doe, and I am enrolled in your Anatomical Kinesiology class 0730 on MW.
>
> I am writing to request an extension for Assignment 2, because of [briefly explain the situation].
>
> Thank you,
>
> Jane Doe
> janedoe@fakeemail.com

Attendance and Participation

Attendance in the course is determined by participation in the learning activities of the course. Your participation in the course is important not only for your learning and success but also to create a community of learners. Participation is determined by completion of the following activities: o

- Reading/Viewing all course materials to ensure understanding of assignment requirements
- Participating in engaging discussion with your peers on the discussion boards (grading rubric provided in the "grading information" area of each forum)
- Participating in scheduled Blackboard Collaborate sessions
- Other activities as indicated in the weekly modules

Because these activities are designed to contribute to your learning each week, they cannot be made up after their due date has passed.

Note: You may bring snacks and drinks to class as long as you clean up after yourselves.

Late Work Policy

There will be no late work accepted. See Attendance below.

Excused Absences and Course Drop Policy

I will not drop you from the course. However, if you feel that you are unable to complete the course successfully, please let me know and then contact the Registrar's Office to initiate the drop process. If you do not, you are at risk of receiving an "F" for the course.

An absence must be excused and approved to make up any assignment or exam. For an excused absence the instructor will provide the student an opportunity to complete the work on a date and time agreed upon by both the student and instructor. There may be absences that may be excused at the discretion of the instructor where prior notification is not feasible (accident or emergency),

in which case the student must provide verification by the end of the second working day after the absence.

Consult a classmate, the syllabus, and/or schedule if you missed class. All assignments will be uploaded to blackboard along with due date information.

Accommodations Policy

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

Academic Integrity

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

Professional Conduct:

During this course you will be expected to deal with your subject area, your colleagues, and yourself as a professional. Approach learning with offensive strategies rather than with defense and evasion. Demonstrate pride in your chosen profession through both your actions and your attitude. This includes being on time for class and coming to class prepared. Attendance is expected. Contact the instructor if you are going to miss a class.

Course Resources: Where you can go for assistance

UTEP provides a variety of student services and support:
Technology Resources

- Help Desk: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via

phone, email, chat, website, or in person if on campus.
https://www.utep.edu/irp/technologysupport/

Academic Resources

- UTEP Library: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
  http://libraryweb.utep.edu/
- University Writing Center (UWC): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.
  http://uwc.utep.edu/
- Math Tutoring Center (MaRCS): Ask a tutor for help and explore other available math resources.
  https://www.utep.edu/science/math/marcs/
- History Tutoring Center (HTC): Receive assistance with writing history papers, get help from a tutor and explore other history resources.
  https://www.utep.edu/liberalarts/history/resources/student-resource/history-tutoring-center.html
- RefWorks: A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.
  http://www.refworks.com/refworks2/?groupcode=RWUTElPaso
- The Miner Learning Center: Join peer-led study sessions in person or online to review content and discover study strategies in core curriculum courses.
  https://www.utep.edu/mlc/
- UTEP Edge: UTEP's cross-campus framework for student success and empowerment – develops students' assets through high-impact experiences made possible by the expertise and dedication of faculty, staff, alumni, and community partners.
  https://www.utep.edu/edge/

Individual Resources

- Student Success Help Desk (SSHD): Students experiencing challenges or obstacles to academic success including registration, financial, food, housing, and transposition resources my submit a ticket request assistance to studentsuccess@utep.edu
  https://www.utep.edu/advising/student_resources/student-success-helpdesk.html
- Military Student Success Center: Assists personnel in any branch of service to reach their educational goals.
  https://www.utep.edu/student-affairs/mssc/
- Center for Accommodations and Support Services: Assists students with ADA-related accommodations for coursework, housing, and internships.
  https://www.utep.edu/student-affairs/cass/
- Counseling and Psychological Services: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.
  https://www.utep.edu/student-affairs/counsel/

- UTEP Food Pantry: Non-perishable food items are available to students who are currently enrolled in classes. Bring a Miner Gold Card to Memorial Gym, Room 105, Monday through Friday, 10 a.m. to 2 p.m. https://www.utep.edu/student-affairs/foodpantry/