

BIO150 Medical Terminology

(3 credit hours)

Course Syllabus

Course Description

This course includes a comprehensive study of the basic structure of medical terminology that is necessary to work in healthcare. Spelling is emphasized as the student develops a professional vocabulary.

Course Learning Outcomes

By the end of this course, you will be able to:

1. Evaluate and apply the foundation of medical terminology in various assessments, of which includes component parts, basic combining forms, suffixes, and prefixes.
2. Identify basic medical terminology of the digestive system, urinary system, reproductive system, nervous system, cardiovascular system, respiratory system, lymphatic and immune system, musculoskeletal system, endocrine system, integumentary system, of the eye and ear, and in oncology.
3. Accurately identify and spell diagnoses, acceptable abbreviations, diagnostic procedures, laboratory tests, and treatment procedures common to each of the body systems.
4. Assess the importance of complete, thorough knowledge of medical terminology and the available sources while working in the industry.
5. Incorporate and apply the use of medical terminology in medical reports

Prerequisites/Corequisites

NAT150

Required Textbook(s) and Resources

Allan, D., Basco, R., & Lockyer, K. (2020). *Essentials of medical language*. (4th ed.). McGraw-Hill.

Be sure to also review the weekly **Explore** sections for additional library or web resources. For access to databases, research help, and writing tips, visit the [Tiffin University Library](#).

Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this online class you should plan your time wisely to maximize your learning through the completion of readings, discussions, and assignments. Because of our accelerated, seven-week term, TU online courses are designed with the expectation that you dedicate a little over **six (6)** hours per credit hour to course activities and preparation **each week**. For example, for successful completion of a three-credit, seven-week online course you should reserve roughly **twenty (20) hours per week**.

To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).
2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.
3. Unless otherwise noted, initial assignments or discussion posts are due by **11:55 p.m. ET on Wednesdays**.
4. Additional assignments or follow-up discussion posts are due by **11:55 p.m. ET on Saturdays, and**
5. Major assignments and reflections are typically due by **11:55 p.m. ET on Sundays**.

Learning Activities

Each week is broken down into specific learning activities: textbook reading, lecture presentations, SmartBook questions, discussion forums, assessments (Weeks 1-7) and a final project submission (Week 6). The course is designed for you to learn the basis of medical terminology-the language of medicine. These assignments are designed to enrich your medical knowledge and prepare you for your future career.

Grading

The chart below identifies the individual contributions from each type of activity, per week.

| Week 1 | Week 2 | Week 3 | Week 4 | Week 5 | Week 6 | Week 7 | Total |
|---|--|--|--|--|--|--|-------------|
| Discussions Activity 1.1 (n/a) Activity 1.2 (20) | Discussions Activity 2.1 (20) | Discussions Activity 3.1 (20) | Discussions Activity 4.1 (20) | Discussions Activity 5.1 (20) | Discussions Activity 6.1 (20) | Discussions Activity 7.1 (20) | 140 |
| SmartBook Assignments Activity 1.3 (50) | SmartBook Assignments Activity 2.2 (75) | SmartBook Assignments Activity 3.2 (50) | SmartBook Assignments Activity 4.2 (75) | SmartBook Assignments Activity 5.2 (50) | SmartBook Assignments Activity 6.2 (50) | SmartBook Assignments Activity 7.2 (50) | 400 |
| Assessments Activity 1.4 (50) | Assessments Activity 2.3 (50) | Assessments Activity 3.3 (50) | Assessments Activity 4.3 (50) | Assessments Activity 5.3 (50) Activity 5.4 (15) | Assessments Activity 6.3 (50) | Assessments Activity 7.3 (50) | 365 |
| | | Learning Game Activity 3.4 (10) | | | Course Project Activity 6.4 (85) | | 95 |
| 120 | 145 | 130 | 145 | 135 | 205 | 120 | 1000 |

Grading Scale

A: 90-100% | B: 80-89% | C: 70-79% | D: 60-69% | F: <60%

Course Schedule and Weekly Checklist

Week 1 - Learning a New Language

- ❑ WED: Activity 1.1 (Forum): Meet Your Peers - Initial Post
- ❑ WED: Activity 1.2 (Forum): Body Systems in Layman's Terms - Initial Post
- ❑ SAT: Activity 1.2 (Forum): Body Systems in Layman's Terms - Secondary Posts
- ❑ SAT: Activity 1.3: SmartBook Assignment Chapters 1 and 2
- ❑ SUN: Activity 1.4: Week 1 Assessment

Week 2 - The Urinary and Reproductive Systems

- ❑ WED: Activity 2.1 (Forum): Medical Dictionaries - Initial Post
- ❑ SAT: Activity 2.1 (Forum): Medical Dictionaries - Secondary Posts
- ❑ SAT: Activity 2.2: SmartBook Assignment Chapters 13, 14, 15
- ❑ SUN: Activity 2.3: Week 2 Assessment

Week 3 - The Cardiovascular and Lymphatic/Immune Systems

- ❑ WED: Activity 3.1 (Forum): Heart Conditions - Initial Post
- ❑ SAT: Activity 3.1 (Forum): Heart Conditions - Secondary Posts
- ❑ SAT: Activity 3.2: SmartBook Assignment Chapters 6 and 7
- ❑ SUN: Activity 3.3: Week 3 Assessment
- ❑ SUN: Activity 3.4: Learning Game - Cardiovascular System

Week 4 - The Integumentary and Musculoskeletal Systems

- ❑ WED: Activity 4.1 (Forum): Diseases of the Musculoskeletal System - Initial Post
- ❑ SAT: Activity 4.1 (Forum): Diseases of the Musculoskeletal System - Secondary Posts
- ❑ SAT: Activity 4.2: SmartBook Assignment Chapters 3, 4, 5
- ❑ SUN: Activity 4.3: Week 4 Assessment

Week 5 - The Respiratory and Endocrine Systems

- ❑ WED: Activity 5.1 (Forum): Medical Jargon - Initial Post
- ❑ SAT: Activity 5.1 (Forum): Medical Jargon - Secondary Posts
- ❑ SAT: Activity 5.2: SmartBook Assignment Chapters 8, 12
- ❑ SUN: Activity 5.3: Week 5 Assessment
- ❑ SUN: Activity 5.4: Week 5 Written Assessment

Week 6 - Infancy to Old Age, and the Digestive System

- ❑ WED: Activity 6.1 (Forum): Translating Medical Terms - Initial Post
- ❑ SAT: Activity 6.1 (Forum): Translating Medical Terms - Secondary Posts
- ❑ SAT: Activity 6.2: SmartBook Assignment Chapters 16 and 9
- ❑ SUN: Activity 6.3: Week 6 Assessment
- ❑ SUN: Activity 6.4: Course Project

Week 7 - Neurology, Psychiatry, and Special Senses

- ❑ WED: Activity 7.1 (Forum): Medical Terms and your Life - Initial Post
- ❑ SAT: Activity 7.1 (Forum): Medical Terms and your Life - Secondary Posts
- ❑ SAT: Activity 7.2: SmartBook Assignment Chapters 10 and 11
- ❑ SUN: Activity 7.3: Week 7 Assessment

Tips for Success

Online learning requires self-discipline and self-direction. As seekers of the truth, we should be willing to challenge one another's academic work in a spirit of respectful comradery. Your course is a place for you to grow as you benefit from the expertise, experience, and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge and understanding.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

For More Information:

Be sure to review the Support, Policies, and Procedures addendum.

Need Help? Get Help!
24/7 Tech Support: 855-664-1200

General Questions, Comments, and Feedback:
online@tiffin.edu