

Biology 2402 Syllabus Fall 2026 Section 001

**Human Anatomy & Physiology II
In-Person Lecture & Lab
Instructor: Susan Horn, M.S.**

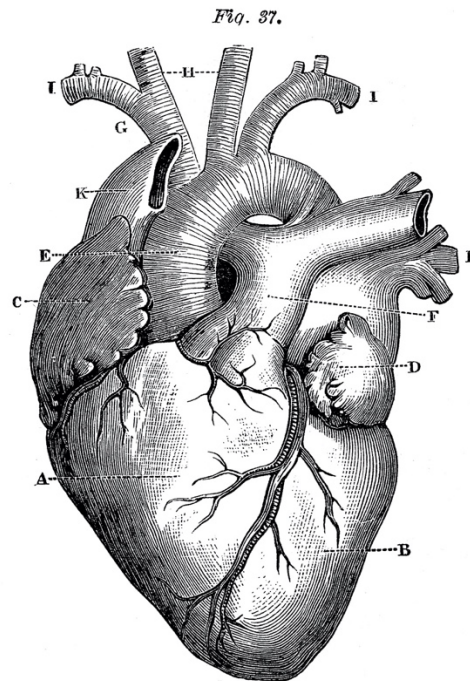


Table of Contents

- Part 1:** Contact Information (2)
- Part 2:** Course Description & Course Materials (2-3)
- Part 3:** Attendance & Grading Policies (3-4)
- Part 4:** Technology Help (5)
- Part 5:** How to be Successful (6)
- Part 6:** Semester Schedule (7)

Part 1: Contact Information

Instructor: Susan Horn, M.S.

Email: shorn@southplainscollege.edu

Phone: 806-716-2638

Offices: Room 147 (Levelland) & B029 (Lubbock Center)

Office Hours:

Levelland Campus

Monday / Wednesday 1:00pm – 3:00pm

Friday 11:00am – 1:00pm

Lubbock Downtown Center Campus

Tuesday / Thursday: 1:30pm – 2:30pm

If you would like to come ask any questions or go over course material during office hours, **let me know if you plan on attending** if possible. If none of these times work for you, send me an email to **arrange a different time**. If you are unable to meet in person, we can plan to meet through Zoom or communicate by phone.

Communication:

For this course, I will communicate mostly through Blackboard announcements. I may also send individual emails to your SPC email address (outside of Blackboard). It is imperative that students **check Blackboard announcements and their SPC email multiple times throughout the week**. It is the student's responsibility to contact the instructor regarding any questions or concerns they have related to the course. The best way to contact me is through email.

Part 2: Course Information and Course Materials

Course Description:

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: cardiovascular, immune, lymphatic, respiratory, digestive, urinary, reproductive, and endocrine. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. Students must be **TSI complete in Reading, Writing, and Math** before taking this class. Students must also **complete BIOL 2401** with a C or better.

Purpose and Objectives:

To provide a general understanding of human anatomy and physiology for those students in the allied health fields and to meet requirements for an Associate of Arts Degree or Associate in Science Degree.

1. To help the students acquire knowledge of normal development, structures, and functions of the human body
2. To provide a foundation for understanding deviations from the normal in physiological function
3. To provide a foundation for the undergraduate college and university student

Required Materials:

⇒ **Computer with reliable internet service and access to Blackboard**

Students must have access to a computer that meets the specifications for this course. If needed, there are **computer labs available** for student use on all campuses. A student that does not have access to a working computer will **not be an acceptable excuse** for the inability to receive course content and complete exams and assignments. For more information about computer system requirements and software downloads for your computer, click on the following link on the SPC Instructional Technology webpage: <http://www.southplainscollege.edu/instructional-technology/students/System.php>

Recommended Materials:

⇒ Printouts of Lecture and Lab Material

All content will be available on Blackboard. Students can print out Power Point lecture slides, Review handouts, Lab handouts, etc... **All students have printing credit** to use at any of the SPC campuses. You can save paper and money by **printing multiple slides** per page.

⇒ Textbook

The textbook I will be using for this class is **Human Anatomy & Physiology 12th Edition by Marieb & Hoehn**. Students can purchase digital access to the e-textbook or Mastering A&P on the **Pearson website**. The Mastering A&P courseware offers multiple study resources and additional practice questions. Or there is a free Anatomy & Physiology e-textbook students can access through the OpenStax website.

⇒ Blank notebook paper and colored pens or pencils

During class, we will draw different figures, concept maps, lab structures, etc. Some students like having different colored writing utensils.

Part 3: Attendance and Grading Policies

Attendance Policy:

Each week, we will be meeting to cover lecture and lab information. Students will submit lab assignments during class and complete weekly lecture quizzes online. In order for you to master the material presented, it is essential that you attend every class. However, if you need to miss class, students will not have points deducted. In order to stay on schedule, you will need to watch the lecture and/or lab videos posted on Blackboard for that day. You will also still need to complete the online quizzes and lab activities by their due dates. During class time, as we review lecture and lab material, there may be additional review diagrams made on the board and extra review materials given out. Those materials will not be posted on Blackboard.

If you decide it will be best to drop the course, **the last day to drop with a “W” is Thursday, December 3, 2026**. I encourage all students to email or meet with me before dropping the class. Students need to **submit the drop form** to the administration office either in person or online. It is your responsibility to take the proper action to have this course dropped from your schedule. If you are **receiving financial aid**, be sure to visit with your financial aid advisor to determine how dropping this course will affect your present and future financial aid eligibility. **I may drop a student administratively with an “X”** if they have **missed two exams** without contacting me or if they have not completed assignments on Blackboard for two weeks.

Exams and Grades:

Grades will be posted throughout the semester on **Blackboard**. Your final grade will be determined from the lecture exams, lab practicals, and weekly assignments using the following scale:

A= 89.50 – 100.00% B= 79.50 – 89.49% C= 69.50 – 79.49% D= 59.50 – 69.49% F= 0.00 – 59.49%

Total Grade Calculation= (Lecture Exam average).65 + (Lab Practical average).25 + (Lab Activities average).05 + (Lecture Quiz average).05

Course Components:

- ⇒ **Lecture Exams (65%)** - Four lecture exams will be given throughout the course. These exams will consist of multiple-choice, multiple-answer, matching, true-false, and/or sequence types of questions. The 4th lecture exam (final) will contain new material for that unit. It will not be a cumulative exam. All lecture exam grades will count towards the lecture exam average. No scores will be dropped, and no lecture exams can be re-taken.
- ⇒ **Lab Practicals (25%)** - Three practical exams will be given throughout the course. Students will need to identify **structures** using the laboratory models. The practicals will consist of **fill-in-the-blank questions**. All lab practical scores will count towards the lab practical average. No scores will be dropped, and no practicals can be re-taken.
- ⇒ **Lab Activities (5%)** - During class, students will complete lab assignments/activities either with their lab group or on their own. Activities include answering questions about the lab models, case studies, or additional practice questions, etc... Assignments will be collected at the end of lab. If a student misses lab, they will need to submit their lab activity through email by the assigned date. Lab activities cannot be submitted after the due date, regardless of the reason for non-completion. However, the **1 lowest lab activity grade** will be dropped before calculating the lab activity average.
- ⇒ **Lecture Quizzes (5%)** - Weekly lecture quizzes will be completed on Blackboard. They will be available throughout the week and due on the assigned dates by 11:59pm. The questions will consist of multiple-choice, multiple-answer, and true-false types of questions. Students must answer questions on their own but are **allowed to use their notes** or other resources to complete the quizzes. Lecture Quizzes cannot be made up, regardless of the reason for non-completion. However, the **2 lowest quiz grades** will be dropped before calculating the lecture quiz average.

***The lecture exams and practicals are CLOSED book.** The use of lecture notes, review sheets, the textbook and/or atlas, the internet, phone, or working with another person during the exam constitutes cheating.

Missed Exam & Policy:

We will be covering material very quickly in this class. All lecture exams and lab practicals should be taken by the **scheduled due date**. However, I understand that unexpected life events and/or computer problems occur. Therefore, if a student is unable to complete the exam on the original due date for whichever reason, they are able to take **one lecture exam or lab practical** on a different date. Note: this policy is **not** to “re-take” an already attempted exam.

There will be no score penalty for the first missed exam. However, going forward, if a student misses another lecture exam or practical and needs to take it on a different date, 10% points will be taken off the overall score for any subsequent exam that is taken on a later date. Therefore, use the make-up opportunity wisely.

In order to not get too far behind in the class, the make-up exam and/or practical should be completed as soon as possible and **within one week** of the original due date. If the student has not completed the exam within one week or has not contacted me, they may earn a zero for that exam. All makeup exams must be scheduled **during the instructor's office hours**. The make-up exams may include different questions. And the make-up practical may be structured differently where a student would identify the structures by looking at a picture of the labeled model. All decisions regarding the make-up exams are at the discretion of the instructor.

Part 4: Technology Help & General Syllabus Statements

Computer Problems or Blackboard Server Problems:

- ⇒ For general computer or technical Issues: Contact the **Help Desk** by emailing helpdesk@southplainscollege.edu or calling **806-716-2600**.
- ⇒ For any questions or issues concerning Blackboard, you can contact **Blackboard Technical Support** through email at blackboard@southplainscollege.edu or calling **806-716-2962**.

Other Helpful Tips:

- 1) **Download Office 365** to your computer for free. All SPC students are able to download Microsoft Office programs to their computer using their SPC email address. Click on the following link and follow the instructions: <https://www.microsoft.com/en-us/education/products/office>
- 2) **Download the Blackboard app** to your phone or tablet. This can help you see new class announcements and access course materials more easily.
- 3) **Download Microsoft Office apps** to your phone or tablet, especially **PowerPoint**. Downloading documents into the actual app on your phone will prevent certain images from getting distorted.
- 4) Download **Pearson+ app** to your phone or table. This will allow you to have access to the e-textbook and other study resources.

Academic Dishonesty:

Students are expected to abide by the code of "Student Conduct" that can be found in the 2026-2027 SPC General Catalog. Students are expected to do their own work on all assignments and examinations. **Cheating in any form is inexcusable** and will result in serious consequences, including, but not limited to being dropped from the class with an "F". Academic dishonesty will be subject to the maximum penalties allowed by College policy.

Cheating violations include, but are not limited to, the following:

1. Obtaining an exam or discovering the content of an exam before it is given
2. Sharing information about the exam to another student
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an exam or practical
4. Copying another's work during an exam or on a homework assignment
5. Taking pictures of an exam, exam answers, or someone else's paper

General Syllabus Statements:

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit <https://www.southplainscollege.edu/syllabusstatements/>.

Important SPC Dates:

September 7 – Labor Day Holiday (**No Class & SPC Facilities Closed**)

September 8 – Last day to withdraw without it showing on your transcript

September 14 – Last day to receive 70% refund

September 21 – Last day to receive 25% refund

October 16 - Fall Break (**SPC Facilities Closed**)

November 25-27 – Thanksgiving Break (**No Class & SPC Facilities Closed**)

December 3 – Last day to withdraw with a 'W' on your transcript

December 7-10 – Final Exams Week

December 11 – Final Grades Due

Part 5: How to be Successful in A&P

Medicine is very detail oriented. Therefore, the **memorization of very detailed information**, as well as **comprehension of that information** is required to establish a basic knowledge of anatomy and physiology. Due to the nature of this class, there will be a large amount of material presented each week. In order to learn the material and be successful in the course, you must be prepared to spend **around 20 - 25 hours each week** learning and studying the course material.

Suggestions for how to do well in A&P 2:

- 1) **Attend class.** If you aren't able to make it to class, watch the lecture and lab videos as soon as possible. There is a lot of material to cover in this course. Even missing one day of class will set you behind. Be sure to have your notes and lab materials ready before coming to class.
- 2) **Review your notes frequently.** Don't wait until the day before an exam to review everything. There will be too much material covered on each exam. Additionally, you want to have studied previously in case an emergency arises a couple days before the exam.
- 3) As you are watching the lecture and lab videos, **write down any questions you have.** If you are unable to find the answers in the notes or textbook, send me an email with your questions or set up a time to call or meet through Zoom or in person.
- 4) Re-watch lecture videos at **1.25 speed.** Find other videos posted on **YouTube** to help explain difficult topics.
- 5) Complete the **chapter reviews** posted on Blackboard. Try to write the answers **in your own words** (do not just copy the lecture notes). Reviews can be completed before, during, or after each lecture. Or make flash cards for specific review questions and answers.
- 6) **Write your own test questions** from the lecture notes. Create a multiple-choice style question for each lecture slide or group of slides.
- 7) Pretend you are the teacher and **teach the lesson to yourself or fellow classmates.** Go through each slide and be sure you can explain all the information on each slide. Actually **say it out loud.** You will see how much information you truly know from memory.
- 8) As you are reviewing your notes, study the **hardest topics first**, and then move to easier ones.
- 9) When studying, **set a timer** for a specific amount of time (example: 45 minutes). Try to get as much studying done within that time period. Sometimes our **brains work better when we know there is an end-goal in sight.** It can be challenging to start difficult and long-lasting tasks without a deadline.
- 10) If you are waiting somewhere, **practice identifying lab structures** using the PowerPoint apps.
- 11) Set your phone on **"do-not-disturb"**. Or **turn off notifications** for your phone apps. Chances are, you already check those apps throughout the day on a regular basis. When a notification appears, we like to clear that notification away. When doing that, we can become distracted from our current task at hand.

SPC Tutors

Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link for more information:

<http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

Brainfuse Online Tutoring

Students also have access to free online tutoring. Hours are Monday – Thursday 8:00 pm – 8:00 am; 6:00 pm Friday – 8:00 am Monday. Other study resources can be found in the "Books and Tools" area on Blackboard.

BIOL 2402 Section 001 Schedule

Week	Due Date/Date Covered	Lecture Content	Lab Content
1	Mon. Aug 24	Syllabus & Course Information / The Heart (Ch 18)	
	Wed. Aug 26	The Heart (Ch 18)	
	Sun. Aug 30	The Heart (Ch 18) Lecture Quizzes	
2	Mon. Aug 31	The Heart (Ch 18)	Lab 1: Heart Lab Structures
	Wed. Sep 2	Blood Vessels (Ch 19)	Lab 1: Heart Lab Structures
	Sun. Sep 6	The Heart & Blood Vessels (Ch 18 & 19) Lecture Quizzes	(If absent, Lab 1 due through email)
3	Mon. Sep 7	Labor Day - No Class	
	Wed. Sep 9	Blood Vessels (Ch 19)	Lab 2: Blood Vessel Lab Structures
	Sun. Sep 13	Blood Vessels (Ch 19) Lecture Quiz	
4	Mon. Sep 14	Lecture Exam 1 (Ch 18, 19)	
	Wed. Sep 16	Blood (Ch 17)	Lab 2: Blood Vessel Lab Structures
	Sun. Sep 20	Blood (Ch 17) Lecture Quiz	(If absent, Lab 2 due through email)
5	Mon. Sep 21	Blood (Ch 17)	Lab 3: Blood Vessel Lab Structures
	Wed. Sep 23	Lymphatic System (Ch 20)	Lab 3: Blood Vessel Lab Structures
	Sun. Sep 27	Blood & Lymphatic Systems (Ch 17 & 20) Lecture Quizzes	(If absent, Lab 3 due through email)
6	Mon. Sep 28	Immune System (Ch 21)	Practical 1 (Heart & Blood Vessels)
	Wed. Sep 30	Immune System (Ch 21)	Lab 4: Lymphatic System Lab Structures
	Sun. Oct 4	Immune System (Ch 21) Lecture Quizzes	(If absent, Lab 4 due through email)
7	Mon. Oct 5	Respiratory System (Ch 22)	Lab 5: Respiratory System Lab Structures
	Wed. Oct 7	Respiratory System (Ch 22)	Lab 5: Respiratory System Lab Structures
	Sun. Oct 11	Respiratory System (Ch 22) Lecture Quizzes	(If absent, Lab 5 due through email)
8	Mon. Oct 12	Respiratory System (Ch 22)	
	Wed. Oct 14	Lecture Exam 2 (Ch 17, 20, 21, 22)	
9	Mon. Oct 19	Digestive System (Ch 23)	Lab 6: Digestive System Lab Structures
	Wed. Oct 21	Digestive System (Ch 23)	Lab 6: Digestive System Lab Structures
	Sun. Oct 25	Digestive System (Ch 23) Lecture Quiz	(If absent, Lab 6 due through email)
10	Mon. Oct 26	Urinary System (Ch 25)	
	Wed. Oct 28		Practical 2 (Lymphatic, Respiratory, & Digestive Systems)
	Sun. Nov 1	Urinary System (Ch 25) Lecture Quiz	
11	Mon. Nov 2	Urinary System (Ch 25)	Lab 7: Urinary System Lab Structures
	Wed. Nov 4	Urinary System & Balance (Ch 25 & 26)	Lab 7: Urinary System Lab Structures
	Sun. Nov 8	Urinary System & Balance (Ch 25 & 26) Lecture Quizzes	(If absent, Lab 7 due through email)
12	Mon. Nov 9	Balance (Ch 26)	
	Wed. Nov 11	Lecture Exam 3 (Ch 23, 25, 26)	
13	Mon. Nov 16	Reproductive System (Ch 27)	Lab 8: Reproductive & Endocrine System Lab Structures
	Wed. Nov 18	Reproductive System (Ch 27)	Lab 8: Reproductive & Endocrine System Lab Structures
	Sun. Nov 22	Reproductive System (Ch 27) Lecture Quizzes	(If absent, Lab 8 due through email)
14	Mon. Nov 23	Reproductive System (Ch 27)	Lab Review
	Wed. Nov 25	(Thanksgiving Break - No Class)	
	Sun. Nov 29	Reproductive System (Ch 27) Lecture Quiz	
15	Mon. Nov 30	Endocrine System (Ch 16)	Practical 3 (Urinary, Reproductive, & Endocrine Systems)
	Wed. Dec 2	Endocrine System (Ch 16)	
	Sun. Dec 6	Endocrine System (Ch 16) Lecture Quizzes	
16	Wed. Dec 9	Lecture Exam 4 (Ch 16, 27)	

The instructor reserves the right to make changes to this schedule as necessary.