Unit Outline
HUMB1000 Human Structure and Function
Semester 1, 2016

Unit study package code: HUMB1000
Mode of study: Fully Online
Tuition pattern summary: This unit does not have a fieldwork component.
Credit Value: 25.0
Pre-requisite units: Nil
Co-requisite units: Nil
Anti-requisite units: 1643 (v.0) Human Biology 133 or any previous version
Result type: Grade/Mark
Approved incidental fees: Information about approved incidental fees can be obtained from our website. Visit fees.curtin.edu.au/incidental_fees.cfm for details.

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Learning Management System: Blackboard (lms.curtin.edu.au)
Acknowledgement of Country
We respectfully acknowledge the Indigenous Elders, custodians, their descendants and kin of this land past and present.

Syllabus
Anatomical organisation of the body and the relationships between body systems and cells. Human requirements for metabolism and life. The structure and function of the body from cells to the whole organism. Basic control and interactions of the circulatory, respiratory, digestive and excretory systems for homeostasis. Primary defence against microorganisms. Mechanisms for growth, repair and reproduction.

Introduction
Welcome to Human Structure and Function (HSF). In this unit you will explore structural and functional aspects of human biology, learn about how the human body is maintained, and explore the link between macroscopic and microscopic structures that achieve homeostasis. You will be well-supported by online unit materials (iLectures) that will prepare you for the activities you will complete in the online 'workshops' each week. Assessment tasks with feedback will help you to achieve the unit learning outcomes. We hope this unit will inspire students to think about how the body works in an integrated and functional way, and provide a solid framework on which to build in other units in your particular course.

Unit Learning Outcomes
All graduates of Curtin University achieve a set of nine graduate attributes during their course of study. These tell an employer that, through your studies, you have acquired discipline knowledge and a range of other skills and attributes which employers say would be useful in a professional setting. Each unit in your course addresses the graduate attributes through a clearly identified set of learning outcomes. They form a vital part in the process referred to as assurance of learning. The learning outcomes tell you what you are expected to know, understand or be able to do in order to be successful in this unit. Each assessment for this unit is carefully designed to test your achievement of one or more of the unit learning outcomes. On successfully completing all of the assessments you will have achieved all of these learning outcomes.

Your course has been designed so that on graduating we can say you will have achieved all of Curtin's Graduate Attributes through the assurance of learning process in each unit.

<table>
<thead>
<tr>
<th>On successful completion of this unit students can:</th>
<th>Graduate Attributes addressed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Describe the relationship between structure and function of living cells and their inputs and outputs</td>
<td>📚💡💡</td>
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<tr>
<td>2 Explain how the circulatory, respiratory, digestive and excretory systems contribute to the needs of cells in the human body</td>
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<tr>
<td>3 Describe how body systems are controlled to maintain life</td>
<td>📚💡💡</td>
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<tr>
<td>4 Explain how cells multiply, differentiate and die, and how these processes apply to contemporary issues of life and death</td>
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<tr>
<td>5 Solve problems by working in interprofessional student teams to gather, record and interpret data about the human body</td>
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Curtin's Graduate Attributes

- Apply discipline knowledge
- Thinking skills (use analytical skills to solve problems)
- Information skills (confidence to investigate new ideas)
- Communication skills
- Technology skills
- Learning how to learn (apply principles learnt to new situations)
- Professional Skills (work independently and as a team)
- International perspective (value the perspectives of others)
- Cultural understanding (value the perspectives of others)
- Professional Skills (work independently and as a team)
- Plan own work

Find out more about Curtin's Graduate attributes at the Office of Teaching & Learning website: ctl.curtin.edu.au
Learning Activities

Human Structure and Function introduces you to the way in which the human body is put together, and the inter-relationship between structure and function. For some of you this will be your first exposure to human biology as a discipline. Others will have studied human biology or biology in some other context. As with anything new, terminology and frames of reference are a useful place to start, and a lot of the unit will involve learning a new language.

Each week you will find a document titled ‘Compendium’ on Blackboard which includes a list of the weekly learning outcomes, key terms, review questions, preparation information, including iLectures, textbook readings, websites to visit, quizzes, animations to watch, workshop questions and follow-up activities. All of these tasks will be done online in your own semi-structured learning environment. It is strongly recommended that you listen to the iLectures and complete the textbook readings before completing the weekly online workshop.

A calendar of weekly topics is available at the end of this unit outline. An ‘Action Plan’ is available for you on Blackboard to guide you through the weekly activities and help prepare you for the assessments. You will gain most from this unit if you are organised and well-prepared for each week’s activities.

Learning Resources

Essential texts

The required textbook(s) for this unit are:


  Note:
  - The 9th edition of the textbook contains suitable academic material but it does not come packaged with access to McGraw Hill’s Connect resource.
  - The weekly page readings will be provided for only the 9th and 10th editions of the textbook.
  (ISBN/ISSN: 978-0-07-340363-2)

Other resources

Online resources:

- Human Structure and Function has a dedicated external tutor to help you with any administrative or academic queries. Please contact Melissa Parkinson on M.Parkinson@exchange.curtin.edu.au, just as you would a classroom tutor. Melissa will also respond to queries posted on the Discussion Boards on the HSF Blackboard site.
- An ‘Audioglossary’ resource is available for HSF students. Just follow the links through Blackboard to the Quizlet Audioglossary for assistance with new terminology, definitions and pronunciation.
- In addition to Blackboard you may wish to access the McGraw-Hill website titled ‘Connect’ which relates to the Seeley’s Anatomy and Physiology textbook. For instructions on gaining access to this resource please read the ‘How to register with Connect’ on Blackboard. Connect is an optional learning resource with many weekly review activities, quizzes and study tips.
Assessment

Assessment schedule

<table>
<thead>
<tr>
<th>Task</th>
<th>Value %</th>
<th>Date Due</th>
<th>Unit Learning Outcome(s) Assessed</th>
</tr>
</thead>
</table>
| 1. Computer-mediated multiple choice test      | 15 percent | Week: 4  
Day: Monday 21 March - Thursday 24 March  
Time: Time you have booked | 1,2,3,4 |
| 2. Computer-mediated multiple choice test      | 20 percent | Week: 13  
Day: Monday 23 May - Friday 27 May  
Time: Time you have booked | 1,2,3,4 |
| 3. Group problem-solving task                   | 20 percent | Week: 10 (starts 2 May)  
Day: TBA  
Time: TBA | 1,2,3,4,5 |
| 4. Examination                                  | 45 percent | Week: 16 or 17 (Examination period)  
Day: TBA  
Time: TBA | 1,2,3,4 |

Detailed information on assessment tasks

1. **E-TEST 1**

   Computer-mediated multiple choice test 1 (E-Test 1). E-Test 1 will test your understanding and recall of material from compendiums 1 - 3 and give you and the Unit Coordinator feedback about your progress. You will be given 40 minutes to complete 20 multiple choice questions.

   **For students living in the Perth metro area:** You are required to sit your E-Test at the Assessment Centre (AC) which is located in the TL Robertson library. The AC uses Janison CLS software for booking and delivery of E-Tests. For each E-Test hosted by the AC there will be a booking registration window in advance of the E-Test (approximately 1-2 weeks prior). A booking link to the AC will appear within the HSF Blackboard site when it becomes available - students will also be made aware via a Blackboard announcement. Students will be given the flexibility to choose a suitable booking during the first portion of the registration window. Those who have not made a booking by the specified date will have a booking automatically assigned. There will then follow a short timeframe (~1 day) for these students to reschedule an automatically assigned booking but ONLY if there are unassigned booking slots available. Once the registration window has closed students CANNOT modify their booking. Students who do not attend their scheduled E-Test booking will be required to apply to the Unit Coordinator for an assessment extension.

   **Student living outside the Perth metro area (Non-metro externals):** You are not required to travel all the way to the Curtin campus to sit your E-Test. You will need to organise an invigilator to supervise your E-Test off-campus. Please refer to the ‘E-test information’ folder on Blackboard under ‘Assessments’.

2. **E-TEST 2**

   Computer-mediated multiple choice test 2 (E-Test 2). E-Test 2 will test your understanding and recall of material from compendiums 4 - 9 and give you and the Unit Coordinator feedback about your progress. You will be given 40 minutes to complete 30 multiple choice questions.

   See E-Test 1 above for booking instructions.

3. **GROUP CASE STUDY (GROUP PROBLEM-SOLVING TASK)**

   The group case study (also referred to as the group problem-solving task) will be completed in groups of 3 to 5 during week 10. You will be given various short answer questions, which will require critical thinking and collaborative skills as you reach a consensus. You are required to submit a group answer through Turnitin. The assessment task will consist of both individual and group answers. This assessment includes material from
compendiums 1 – 7. All students are expected to fully participate in this assessment and your participation on the Blackboard group discussion board will be monitored. Students will be asked to reflect on their own contribution to this group assessment along with the contribution of other group members. Where student contribution to this group assessment is deemed to be unsatisfactory, assessment marks will be reduced as appropriate.

4. FINAL EXAMINATION

The final examination will be a paper-based examination run by the University in the official examination period. In this examination you will answer 120 multiple choice questions and be graded on your ability to problem-solve, predict form and function, and integrate information you have learned throughout the semester. Examples of questions will be provided for you on Blackboard late in the semester so that you are familiar with the style of the paper before you complete the final examination. The final examination will cover content from compendiums 1 - 11.

Please note HSF supplementary and deferred exam dates are 13-14 July 2016

Pass requirements

Students must attempt all 4 pieces of assessment and achieve an overall mark of 50% or higher to pass the unit.

Please note: If you do not attempt all pieces of assessment, you will receive a F-IN (Fail-Incomplete) for your final grade and will have to repeat the unit, regardless of whether your final mark is above 50%.

All students are expected to fully participate in the group assessment.

As a professional practice requirement, students are expected to contact their online tutor or the teaching support officer to advise them of any unavoidable absence (e.g. due to illness) from the unit.

Fair assessment through moderation

Moderation describes a quality assurance process to ensure that assessments are appropriate to the learning outcomes, and that student work is evaluated consistently by assessors. Minimum standards for the moderation of assessment are described in the Assessment and Student Progression Manual, available from policies.curtin.edu.au/policies/teachingandlearning.cfm

Late assessment policy

This ensures that the requirements for submission of assignments and other work to be assessed are fair, transparent, equitable, and that penalties are consistently applied.

1. All assessments students are required to submit will have a due date and time specified on this Unit Outline.
2. Students will be penalised by a deduction of ten percent per calendar day for a late assessment submission (eg a mark equivalent to 10% of the total allocated for the assessment will be deducted from the marked value for every day that the assessment is late). This means that an assessment worth 20 marks will have two marks deducted per calendar day late. Hence if it was handed in three calendar days late and given a mark of 16/20, the student would receive 10/20. An assessment more than seven calendar days overdue will not be marked and will receive a mark of 0.

Assessment extension

A student unable to complete an assessment task by/on the original published date/time (eg examinations, tests) or due date/time (eg assignments) must apply for an assessment extension using the Assessment Extension form (available from the Forms page at students.curtin.edu.au/administration/) as prescribed by the Academic Registrar. It is the responsibility of the student to demonstrate and provide evidence for exceptional circumstances beyond the student’s control that prevent them from completing/submitting the assessment task.

The student will be expected to lodge the form and supporting documentation with the unit coordinator before the assessment date/time or due date/time. An application may be accepted up to five working days after the date or due date of the assessment task where the student is able to provide an acceptable explanation as to why he or she was not able to submit the application prior to the assessment date. An application for an assessment extension will not be accepted after the date of the Board of Examiners’ meeting.

Deferred assessments
If your results show that you have been granted a deferred assessment you should immediately check your OASIS email for details.

Deferred examinations/tests will be held from 13/07/2016 to 14/07/2016. Notification to students will be made after the Board of Examiners’ meeting via the Official Communications Channel (OCC) in OASIS.

Supplementary assessments

Supplementary assessments, if granted by the Board of Examiners, will have a due date or be held between 13/07/2016 and 14/07/2016. Notification to students will be made after the Board of Examiners’ meeting via the Official Communications Channel (OCC) in OASIS.

It is the responsibility of students to be available to complete the requirements of a supplementary assessment. If your results show that you have been granted a supplementary assessment you should immediately check your OASIS email for details.

Refrencing style

The referencing style for this unit is APA 6th Ed.

More information can be found on this style from the Library web site: http://libguides.library.curtin.edu.au/referencing.

Copyright

© Curtin University. The course material for this unit is provided to you for your own research and study only. It is subject to copyright. It is a copyright infringement to make this material available on third party websites.

Academic Integrity (including plagiarism and cheating)

Any conduct by a student that is dishonest or unfair in connection with any academic work is considered to be academic misconduct. Plagiarism and cheating are serious offences that will be investigated and may result in penalties such as reduced or zero grades, annulled units or even termination from the course.

Plagiarism occurs when work or property of another person is presented as one’s own, without appropriate acknowledgement or referencing. Submitting work which has been produced by someone else (e.g. allowing or contracting another person to do the work for which you claim authorship) is also plagiarism. Submitted work is subjected to a plagiarism detection process, which may include the use of text matching systems or interviews with students to determine authorship.

Cheating includes (but is not limited to) asking or paying someone to complete an assessment task for you or any use of unauthorised materials or assistance during an examination or test.

From Semester 1, 2016, all incoming coursework students are required to complete Curtin’s Academic Integrity Program (AIP). If a student does not pass the program by the end of their first study period of enrolment at Curtin, their marks will be withheld until they pass. More information about the AIP can be found at: https://academicintegrity.curtin.edu.au/students/AIP.cfm

Refer to the Academic Integrity tab in Blackboard or academicintegrity.curtin.edu.au for more information, including student guidelines for avoiding plagiarism.

Information and Communications Technology (ICT) Expectations

Curtin students are expected to have reliable internet access in order to connect to OASIS email and learning systems such as Blackboard and Library Services.

You may also require a computer or mobile device for preparing and submitting your work.

For general ICT assistance, in the first instance please contact OASIS Student Support: oasisapps.curtin.edu.au/help/general/support.cfm

For specific assistance with any of the items listed below, please contact The Learning Centre: life.curtin.edu.au/learning-support/learning_centre.htm

- Using Blackboard, the I Drive and Back-Up files
- Introduction to PowerPoint, Word and Excel
Additional information

UniPASS (University Peer Assisted Study Success)

You are lucky enough to have UniPASS support in this unit. Regular attendees at UniPASS can improve their grades by over 10%! That's a Fail to a Pass, or a Credit to a Distinction, or a Distinction to a High Distinction! No matter where you start, UniPASS will help you 'level-up' and maximise your grades.

UniPASS is:

- Weekly structured, informal, study groups
- Led by a successful senior student
- Review unit content and actively embed concepts and ideas
- Improve grades and study skills
- Interactive study session with friends or make new ones – connect to others in your course!
- Free!

UniPASS is NOT:

- A replacement for lectures or tutorials – you should attend/watch the lectures first to get the most benefit!
- A rote learning environment or one-on-one tutoring

Why go to UniPASS?

- Save time: 1 hour of UniPASS ~ 3 hours studying by yourself!
- 2015 regular attendees averaged a 12% grade increase
- Opportunity to make new friends – over 2000 students came last year
- Your facilitator has aced this unit, they have great tips and tricks!
- Learn study skills that will help with ALL your units
- Attend 5 times or more and get invited to a special revision session end of semester!
- You'll regret it if you don't: 59% of students surveyed who didn't go, said they wished they had gone regularly!*

Where do I sign up?!

- No registration – just turn up!
- Timetables will be posted on Blackboard by the end of week 1, sessions commence in week 2
- Follow the UniPASS link from your Blackboard unit list to find the room number and time
- Choose a session time and come along (bring a friend!) Be early – places are limited

Questions? Contact unipass@curtin.edu.au

Student comments on the positive aspects of UniPASS: (from *UniPASS student survey, 2015 S2)

“Great relaxed atmosphere and a very worthwhile class to attend”

“...very well structured and provided a different, more interesting and involved way of learning the content”

“It promotes interprofessional practice, builds cultural competency and members learn from their colleagues”

“Encourages discussion so that you are sure you understand the concepts”

“Great way to meet other students and a great forum to ask questions and expand your knowledge”

“Increase grades and gain more holistic knowledge of unit”

Enrolment

It is your responsibility to ensure that your enrolment is correct - you can check your enrolment through the eStudent option on OASIS, where you can also print an Enrolment Advice.
Student Rights and Responsibilities

It is the responsibility of every student to be aware of all relevant legislation, policies and procedures relating to their rights and responsibilities as a student. These include:

- the Student Charter
- the University’s Guiding Ethical Principles
- the University’s policy and statements on plagiarism and academic integrity
- copyright principles and responsibilities
- the University’s policies on appropriate use of software and computer facilities

Information on all these things is available through the University’s “Student Rights and Responsibilities” website at: students.curtin.edu.au/rights.

Student Equity

There are a number of factors that might disadvantage some students from participating in their studies or assessments to the best of their ability, under standard conditions. These factors may include a disability or medical condition (e.g. mental illness, chronic illness, physical or sensory disability, learning disability), significant family responsibilities, pregnancy, religious practices, living in a remote location or another reason. If you believe you may be unfairly disadvantaged on these or other grounds please contact Student Equity at eesj@curtin.edu.au or go to http://eesj.curtin.edu.au/student_equity/index.cfm for more information.

You can also contact Counselling and Disability services: http://www.disability.curtin.edu.au or the Multi-faith services: http://life.curtin.edu.au/health-and-wellbeing/about_multifaith_services.htm for further information.

It is important to note that the staff of the university may not be able to meet your needs if they are not informed of your individual circumstances so please get in touch with the appropriate service if you require assistance. For general wellbeing concerns or advice please contact Curtin’s Student Wellbeing Advisory Service at: http://life.curtin.edu.au/health-and-wellbeing/student_wellbeing_service.htm

Recent unit changes

Students are encouraged to provide unit feedback through eVALUate, Curtin’s online student feedback system. For more information about eVALUate, please refer to evaluate.curtin.edu.au/info/.

To view previous student feedback about this unit, search for the Unit Summary Report at https://evaluate.curtin.edu.au/student/unit_search.cfm. See https://evaluate.curtin.edu.au/info/dates.cfm to find out when you can eVALUate this unit.

Recent changes to this unit include:

1. The introduction of UniPASS that provides a scheduled study time where you can work collaboratively in small groups. In addition UniPASS run a facebook page for HSF students.
2. The introduction of an HSF Action Plan - a weekly checklist aimed to help students keep track of their weekly learning tasks and prepare them for each of the assessments.
3. A Quizlet Audioglossary aimed to help students with the pronunciation of new biomedical terms and definitions. Just follow the link through Blackboard.
<table>
<thead>
<tr>
<th>Week</th>
<th>Begin date</th>
<th>Workshop compendium</th>
<th>Assessment due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>29 February</td>
<td>Compendium 1 - What is life? The organization and characteristics of humans</td>
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<tr>
<td>2.</td>
<td>7 March</td>
<td>Compendium 2 - How do cells do what they do? Cell structure and the arrangement of cells into tissues</td>
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<td>3.</td>
<td>14 March</td>
<td>Compendium 3 - Are you what you eat? Introduction to the digestive system and nutrition</td>
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</tr>
<tr>
<td>4.</td>
<td>21 March</td>
<td>Compendium 4 - Why do we breathe? Introduction to the respiratory system</td>
<td>E-Test 1 covers C1-C3</td>
</tr>
<tr>
<td>5.</td>
<td>28 March</td>
<td>Tuition free week</td>
<td></td>
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<tr>
<td>6.</td>
<td>4 April</td>
<td>Compendium 5 - How do we fuel our body? Energy systems of the body and membrane transport</td>
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<td>7.</td>
<td>11 April</td>
<td>Compendium 6 - How do things get around the body? Introduction to the circulatory system</td>
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<tr>
<td>8.</td>
<td>18 April</td>
<td>Tuition free week</td>
<td></td>
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<tr>
<td>9.</td>
<td>25 April</td>
<td>Compendium 7 - How do you get rid of toxic waste? Introduction to the renal system</td>
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<tr>
<td>10.</td>
<td>2 May</td>
<td>Group case study</td>
<td>Case study covers C1-C7</td>
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<tr>
<td>11.</td>
<td>9 May</td>
<td>Compendium 8 - How do we control ourselves? Introduction to the nervous system</td>
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<tr>
<td>12.</td>
<td>16 May</td>
<td>Compendium 9 - How does it all work? The harmonious interplay between the nervous system structures</td>
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</tr>
<tr>
<td>13.</td>
<td>23 May</td>
<td>Compendium 10 - How do we protect ourselves? The role of the lymphatic and immune systems</td>
<td>E-Test 2 covers C4-C9</td>
</tr>
<tr>
<td>14.</td>
<td>30 May</td>
<td>Compendium 11 - How do cells grow, specialize and die? DNA, protein synthesis and cell division</td>
<td></td>
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<tr>
<td>15.</td>
<td>6 June</td>
<td>Study week</td>
<td></td>
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<tr>
<td>16.</td>
<td>13 June</td>
<td>Examinations</td>
<td></td>
</tr>
<tr>
<td>17.</td>
<td>20 June</td>
<td>Examinations</td>
<td></td>
</tr>
</tbody>
</table>