**Dental Technician Bachelor**

**Course Syllabi**

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| **Course** | **Anatomy and Physiology** |
| Type | Semester | ECTS | Code |
| OBLIGATORY (O) | 1 | 6 |  |
| **Course Lecturer** | **Prof. Assoc. Dr. Zejnë Buja** |
| **Course Assistant** |  |
| **Aims and Objectives** | During this semester, students will gain basic knowledge about the anatomy of the human body, about organs in particular, about the mechanisms of physiological functions of systems and organs, tissues and cells, about syntopy and skeletotopy, etc. The subject of human anatomy and physiology studies the structure and function of human biology including cells, tissues and organs and all organ systems such as; the skin system, the skeletal system, the muscular system, the nervous system, etc. Special emphasis during this course will be given to the mutual relations between the construction of systems and their physiological function to maintain the homeostasis of the organism. |
| **Learning outcomes** | After completing this course (subject), the student will be able to:- To use anatomical terminology, to identify and describe the location of most of the organs of all organ systems- To describe the interactions between molecules, cells, tissues and organs for each system separately.- To describe independently the connection between organ systems- Explain the role of organs and organ systems in maintaining homeostasis-Identify the causes of disruption of homeostasis, etc |
| **Alignment of Course’s Learning Outcomes to Programs’ Learning Outcomes.** | **1.** During this course, students build knowledge about the basic anatomy of the human body, about organs in particular, about the mechanisms of physiological functions of systems and apparatus, about syntopy and skeletotopy, etc.2. Application of theoretical knowledge:Anatomy and Physiology Program: Focuses on the application of basic knowledge of terminology and understanding of organ systems and their function in the human body.3. Evaluation and critical analysis:Anatomy and Physiology Program: Includes understanding the placement of organs in our body, their functional interaction, and the level construction of organs. 4. Development of practical skills:Anatomy and Physiology Program: Includes understanding of the level and tissue construction of organs and organ systems, practical understanding of the placement of organs and tissues in our body, and the function of each tissue and small organ. |
| **Course Content** | **Course Plan** | **Week** |
| Introduction, tissues, organs and organ systems. | 1 |
| Skeletal System 1. | 2 |
| Skeletal System 2. | 3 |
| Muscular System, Joints | 4 |
| Cardiovascular System | 5 |
| Body Fluid System | 6 |
| Respiratory system | 7 |
| The digestive system | 8 |
| Urogenital System | 9 |
| Endocrine System | 10 |
| Nervous system | 11 |
| Senses, Skin | 12 |
| Exercise Topics: Week I-XII, like lectures | 13 |
| Practical Exam | 14 |
| Final Exam | 15 |
| **Teaching/****Learning****Methods** | **Teaching/Learning Activity – Weights (%)** |
| **1. Lecture: 50%**At the Class. |
| **2. Practical exercises: 50%**In the anatomy laboratory. |
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| **Total** | **100 %** |
| **Assessment****Methods** | **Assessment Activity – Weights (%)** |
| **1. Participation in Lectures and Exercises (10%)** |
| 2. **Practical exams: (30%)**The assessment is oral, in the anatomy laboratory. |
| 3. **Final Exam (with test) (60%)** |
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| **Total** | **100%** |
| **Course Resources** | **Means** |
| **1. Textbooks and academic journals:** Purpose: To provide basic knowledge and current research findings. Standard textbooks for Anatomy and Physiology. |
| **2. Online databases and research articles:** Purpose: Provide access to a wide range of academic research. |
| **1. Online databases and research articles:**Purpose: Provide access to a wide range of academic research. |
| **4. Library resources:**Purpose: Provide a wide range of additional reading material. Access to physical and digital libraries of Anatomy and Physiology books |
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| **ECTS Workload** | **Activity type** |  |  |
| 1. Lectures
 | 24 h | 5.0 % |
| 1. Practical Exercises
 | 24 h | 50 % |
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| **Total** | **200 h** | **100.0 %** |
| **Literature** | 1. Anatomi dhe fiziologji e njeriut, Tiranë
2. Fundamentals of Anatomy and Physiology 10th ed. Pearson Education, Benjamin Cummings, San Francisco, CA. Martini & Welch. 2015.
3. Fundamentals of Anatomy and Physiology Applications Manual 10th ed. Pearson Education, Benjamin Cummings, San Francisco, CALeonard, Kahle, Platzer: Color Atlas and textbook of human anatomy in 3 volumes, 2009.
4. Atlas i Anatomise.
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| **Contact** | **Prof. Assoc. Dr. Zejnë Buja, zejne.buja@ubt-uni.net** |

**Pre-requirements for the course**

This course does not have any pre-requirements.

**Assessment of Competence**

For the class to reach a level of learning, students must prepare by reading the given material, complete all assignments for each class. Students will be evaluated for participation as:

* Full participation in class activities and group work.
* Participation in class discussions (without dominating the conversation).
* Demonstrating understanding of the content of the material read.
* Providing critical thinking about the subject matter.
* Adding ideas to class discussion.
* Helping others clarify an idea.
* Supporting others as they share their ideas and speak in class.
* Raising new ideas and questions.
* Arriving on time and staying throughout the lesson.

**Participation policy**

Students are expected to attend all lectures and exercises. The importance of class attendance is reflected in the percentage of the grade associated with attendance. You cannot receive attendance grades if you are not in class. If you have an emergency and cannot attend class, please email me in advance to let me know. Class will start on time to honor everyone's commitment. If you are late, please enter the classroom quietly. Participation marks will be deducted for lateness.

**Students must be present at least 80% of the activities.**

**Rules and Regulations**

**Attendance**

UBT College undertakes the responsibility of training future professionals to the highest standards. One of these standards is taking responsibility for personal actions. If a student misses a particular session, the student has lost that instruction forever. They can never be repeated. When a student is late to class, the entire class is interrupted. Such interruptions will not be tolerated. Students have a responsibility and a contract to stay in class for the duration of the sessions, for each day. Students who leave sessions early, even if they leave with permission, cause disciplinary problems that will not be tolerated.

You made a contract with the UBTs to be in class and attentive throughout the learning process. Every student must be in every session, every day that is scheduled, throughout the semester.

All teaching sessions begin at their designated times in the lesson timetable. All sessions start and end at designated times in the class schedule. Any student who leaves the class session early will be considered absent.

**Electronic Devices**

It is distracting to everyone in the classroom when cell phones ring during class. This is even worse if it happens during a test or quiz. Since this is a classroom and not a room for listening and/or viewing electronic devices such as smart phones, personal laptops and/or other electronic devices will not be allowed.

The classroom will be a cell phone free zone. If you must bring a cell phone to class, it must be turned off or set to vibrate. It is distracting for a classroom to have students constantly answering cell phones during class. If you absolutely must answer the call, leave the classroom. A student who accepts calls during class will be asked to leave class. Hearing devices will not be allowed in the classroom for any reason.

**Tests And Quizzes**

Tests and quizzes are usually scheduled at the beginning of the lesson. Tests and quizzes are one-way teachers measure a student's knowledge. Failure to participate in tests or quizzes interferes with this process. UBT College does not reward students who do not take their tests or quizzes on time; therefore, the teacher cannot allow students to take tests or quizzes after the deadline.

Tests and quizzes must be taken by each student, any student who asks for help or helps other students during a test or quiz will be removed from the test and will be graded zero for that test or quiz. It is the student's responsibility to prepare for tests and quizzes at all times. It is the student's responsibility to know when there are tests or quizzes to take.

**Seminars and Projects**

Seminars and projects must be done on the student's own time, not during class.

Never allow another student to copy your seminars and projects.

Never copy another student's seminars and projects.

**Due Dates**

One thing all professionals must learn is to be on time. Excuses do not make the student and teacher feel better about their wasted time. For all assigned tasks, sufficient time is given to complete, and all work must be completed in the time set by the teacher. **No delay in the completion of the works will be accepted**.

**Proper Attire**

Professionals must dress appropriately. Any student who does not dress appropriately during class time will not be allowed to participate in class activities.

**Conduct**

Students at UBT College must learn to work in groups, regardless of group composition. Tolerance, courtesy, respect, and a peaceful environment are required in the classroom.

All students are expected to be respectful to other students and to the teacher during class and in dealing with class matters. Disrespectful behavior will affect your participation grade. Examples of respectful behavior in the classroom include, but are not limited to:

* Listening to each other and exchanging ideas.
* Arrival and departure according to the class schedule, except in cases of emergency.
* Turn off the cell phone ringer and do not receive calls in class.
* Speak so that others can hear and understand what you are saying.
* Engaging in class discussion (avoiding side conversations during class and dominating class discussion).
* Listening (not speaking) when the teacher or other students are addressing the class.
* Working collaboratively with a specific or selected group.
* Completion of class work on time.
* Focusing on class topics and not on personal matters or work unrelated to the class.
* Viewing your computer and/or cell phone only when related to class work.
* Raising questions when there is no clarification about the work in class.

**Academic Dishonesty**

Violations of Academic Integrity include, but are not limited to, the following actions:

* Cheating on an exam.
* Plagiarism.
* Working together on an individual assignment, paper, or project when the instructor has specifically stated students should not do so.
* Submitting the same term paper to more than one instructor or allowing another individual to assume one’s identity for the purpose of enhancing one’s grade.