Course Overview:
This course investigates general pathology and organ system pathology. It includes a brief review of normal structure and function, followed by more in-depth descriptions of specific pathologic processes. Students will use textbooks and Internet resources to learn the basic characteristics, etiology, pathogenesis, clinical features, diagnostic tools including medical imaging procedures, prognoses, and therapies for each of the specific pathologies. Students will participate in online discussions and a pathology report in this course.

Course Objectives: Upon completion of this course, a student will:

- Describe how pathologic processes affect normal structure and function.
- Identify the basic characteristics, etiology, pathogenesis, clinical features, and diagnostic tools including medical imaging procedures, prognoses, and therapies for specific pathologies.
- Create a pathology report with an APA in-text citations and APA reference list.

Textbooks:

* NOTE: This is a NEW edition of Gould’s book. The course and the tests are based on the new 4th edition.


Teaching Strategies:
Attendance:
This is an online course and there are no mandatory sessions. However, the student should be vigilant in logging onto Blackboard. Regular checks will insure that messages from the instructor are received in a timely manner.

Special Needs:
In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities.

The Office of Disability Services (ODS) provides information and assistance, arranges accommodations, and serves as a liaison for students, instructors, and staff. The ODS has assistive devices such as books on tape, recorders, and adaptive software which can be loaned to qualified individuals. A student/employee who seeks accommodations on the basis of disability must register with the Office of Disability Services in the Counseling Center, Clark Student Center Room 108. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation on the basis of a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, advice and/or assistance will be provided by the Office of Disability Services for resolution. The grievance procedure may be found in the Student Handbook and Activities Calendar.

The Director of the Counseling Center serves as the ADA Coordinator and may be contacted at (940)397-4618, TDD (940)397-4515, or 3410 Taft Blvd., Clark Student Center Room 108.

Evaluation:
<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>Blackboard Open Book Module Quizzes</td>
<td>35%</td>
</tr>
<tr>
<td>Pathology Report</td>
<td>30%</td>
</tr>
<tr>
<td>Blackboard Open Book Comprehensive Final Exam</td>
<td>35%</td>
</tr>
</tbody>
</table>

Grade Scale:

- A = 100 - 90
- B = 89 - 80
- C = 79 - 70
- D = 69 - 60
- F = 59 and below

The last opportunity to drop this course with a grade of “W” is October 18, 2010 at 4:00pm. Refer to the Undergraduate Bulletin for details about receiving a grade of “Incomplete” in a course. In an emergency or extenuating circumstance, a student may request a grade of “Incomplete” in a course before grades are submitted. If the instructor grants the “Incomplete,” the student has until thirty (30) days after the beginning of the next long semester to complete the course requirements. If the student does not complete the course requirements within the deadline, the grade of “Incomplete” will automatically convert into a grade of “F.”

Administrative Process:
Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

- Department Chair – Dr. Donna Wright (940-397-4615)
- College Dean – Dr. Susan Sportsman (940-397-4594)
- Dean of Students – Dail Neely (940-397-6273)

Honor System:
RADS 3203 adheres to the MSU Code of Conduct. In particular, academic dishonesty, however small, creates a breach in academic integrity. A student’s participation in this course comes with the expectation that his or her work will be
completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions about the code.

Many components of RADS 3203 are designed to be highly interactive with students helping each other learn. Students are encouraged to take full advantage of many resources available including online Blackboard course resources, Internet sites, other textbooks and journals, faculty, and peers when answering objectives. This interactive collegial learning environment is conducive for life-long learning.

All components of RADS 3203 are designed to represent the efforts of each student INDIVIDUALLY and are NOT to be shared, copied, or plagiarized from other sources. When students submit their efforts for grading, they are attesting they abided by this rule.

Cheating includes, but is not limited to, (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or completing other assignments; or (3) the acquisition of tests or other academic materials belonging to the university faculty or staff without permission.

Plagiarism includes, but is not limited to, the use of, by paraphrase or direct quotation without correct citation in the text and on the reference list, the published or unpublished works of another person. Students may NOT submit papers and assignments that they have previously submitted for this or other courses. The use of materials generated by agencies engaged in "selling" term papers is also plagiarism. Students are encouraged to review the tutorials and suggested websites for more information about plagiarism.

Academic dishonesty (cheating, plagiarism, etc.) will not be tolerated in this class. Whenever a student is unsure of whether a particular situation will be interpreted as academic dishonesty, he/she should ask the instructor for clarification. If students are guilty of academic dishonesty, a grade of zero (0) will be given for the quiz, assignment, etc. Cases may also be referred to the Dean of Students for possible dismissal from the university.

**PLEASE NOTE**

*By enrolling in this course, the student expressly grants MSU a “limited right” in all intellectual property created by the student for the purpose of this course. The “limited right” shall include but shall not be limited to the right to reproduce the student’s work product in order to verify originality and authenticity, and for educational purposes. Specifically, faculty may submit student papers and assignments to an external agency to verify originality and authenticity, and to detect for plagiarism.*

**Communication with Instructor:**

Contact information for the instructor is listed at the beginning of this syllabus. Email is the preferred mode of communication. **Students must use their standardized MSU Student email for correspondence about this course.** Faculty members will not be responsible for keeping up with other email addresses for students.

The instructor will respond or at least acknowledge email messages from students within a maximum of five (5) business days when MSU is in session. Beyond standard university holidays and breaks, the instructor will notify students of any extended periods of time when email contact is not practical (professional meetings, etc)

When there is a need to contact students, the instructor will use the students' “students.mwsu.edu” email account. The instructor is not responsible for sending emails to any other email account.

**Attendance:**

This is an online course and there are no mandatory sessions. However, students should be vigilant in logging onto Blackboard. Regular checks will insure that messages from the instructor are received in a timely manner.
CLASS ACTIVITIES AND ASSIGNMENTS

Students can proceed through the course content at their own pace within the boundaries set by the Course Schedule and the MSU Academic Calendar. See the Course Schedule for specific information about activities and due dates.

Modules

The course content is divided into modules by chapters. Additional resource material is available through the Internet. Each module has a quiz. See the Course Schedule at the end of this syllabus for quiz deadlines.

Module 1: Chapters 1 – 5 Basic Concepts

Module 2: Chapters 7,8,10,11,12,13,16 Effects of Disease Process

Module 3: Chapters 26 Musculoskeletal, 22 Acute Neuro, 23 Chronic Neuro
(with light coverage of Chronic Degenerative Disorders pp 585-594, Dementia pp 522-524, and Mental Disorders pp 524-526)

Module 4: Chapters 17 Blood Lymph, 18 Cardiovascular, 19 Respiratory

Module 5: Chapters 20 GI, 25 Endocrine

Module 6: Chapter 6 Fluid, Electrolyte, Acid-Base, Chapter 21 Urinary

Independent Reading Assignments

Students should complete the reading assignments, answer the chapter objectives, review the Internet resources, and review the questions at the chapter end before attempting the open book module quizzes. See the Course Schedule at the end of this syllabus for specific information about module quiz due dates.

Blackboard Open Book Module Quizzes - 35%

When a student has reviewed a module and is ready for the quiz, he or she will log on to Blackboard and receive a customized timed module quiz consisting of randomized multiple choice questions. See the course schedule for the open and close dates for the quizzes.

It is important to know the module content before attempting the module quizzes because the quizzes are timed. Quiz scores will be available immediately after a student submits his or her quiz for grading.

Students are encouraged take the quizzes at regular intervals throughout the semester to provide a better educational experience, but all module quizzes are available starting the day classes begin to provide maximum flexibility with student schedules. Quizzes must be completed by the due dates or a “0” will be recorded. Students who know they will miss a due date because of extenuating circumstances should contact the instructor so their situations can be dealt with on an individual basis. Acceptance of an extenuating circumstance is the discretion of the instructor.

If students have technical difficulties during a quiz, they should use the “Help” link at the top toolbar in Blackboard, contact the MSU Information Systems Support Staff, and send an email right away to the course instructor explaining what happened.

If a student finds a faulty quiz test item or believes that a quiz question has been scored incorrectly, he or she should send an email to the course instructor that includes the following:
Pathology Report - 30%

The purpose of this report is to reinforce the role of medical imaging procedures for diagnosing pathologies. Students should demonstrate that they have an understanding of the pathologies they chose, but perhaps more importantly, this report provides an opportunity for students to “step back” and see how the procedures done every day in medical imaging departments is a vital component for successful diagnosis and treatment of the patients who have these pathologies.

Pathology reports for this class must have in-text citations because the reports must be based on published scholarly information in reliable sources and cannot be created from a person’s own experiences. Unless information is common knowledge, the source should be cited.

Students must synthesize and paraphrase the information they find and cite the sources of the information appropriately. The grading rubric for the paper deducts points for inappropriate or inadequate sources, incorrect in-text citations, too many direct quotes, incorrect number of pages per section, incorrect format for the references page, etc. See the grading rubric on the course website for more information.

- Students need to read information about the pathology from several reliable source(s) and then put the information in their own words (paraphrasing). They need to cite the source(s) of the information with an in-text citation.
- If students find that the reliable source has specific information that they need to use word-for-word (direct quoting), they need to put the quoted information in quotation marks and cite the source (including the page number) of the information with an in-text citation.
- Students need to resist the temptation to make this report a series of direct quotes about the pathology. Students need to show they really understand the information by combining information from several sources, organizing it correctly, and paraphrasing to summarize the information requested for each section of the report.

Refer to the Honor System section of this syllabus, the course instructor, and the links within Blackboard for more information on academic dishonesty.

Students should refer to the sample paper on the course website for ideas about how the report should be done.

Topic Approval:
Students must submit their topic requests to the appropriate discussion board by the due date indicated on the course schedule.

- Two students within the same section of the course cannot have the same topic. To avoid duplication, students can review the discussion board to see pathologies already selected by classmates.
• Students may NOT use pathology reports submitted previously for other classes. The instructor may not be aware that a student has previously used a particular topic. Even if the instructor approves the topic for this class and it is revealed later that the student is using the same topic, the student will receive a zero on this assignment. Students would be wise to select topics they have not written about in the past.

• The course instructor will let the student know his/her topic is approved by posting on the discussion board.

Sources:
Students must cite at least 2 – 5 sources of information about this pathology. Students may cite the textbook for this course as one source of information, but they may NOT use other pathology, physiology, or radiology textbooks. Information in textbooks can be outdated by the time they are published. Students should use more current information when it is available.

Students must use scholarly journal articles or other scholarly sources for information about the pathologies. These articles can be retrieved electronically from databases such as CINAHL which is available through online connection to Moffett Library. Students should contact the instructor if they are not sure how to gain access to the Moffett Library databases.

Students should use only credible medical website such as the Centers for Disease Control, the American Cancer Society, etc. No more than two (2) website sources (other than journal databases) can be used. NO CUT AND PASTE information from websites is allowed – see the previous explanation about paraphrasing, synthesizing, and direct quoting. Wikipedia is convenient for casual use, but it is NOT a reliable source for this report because it is “open source.” This means that anyone can modify the content on the website so you might be using information from the website that is not current or accurate.

To encourage more professional communication between technologists and radiologists, students must consult with a radiologist when preparing these reports. Using appropriate APA formatting, the information obtained from the radiologist must be cited as a personal communication in the text of the report. Incidentally, APA formatting does NOT include sources of personal communication on the reference list. Refer to the 6th edition APA Manual for details.

Report Format:
Students must identify the reliable sources they used to create the report using appropriate APA format for in-text citations and for the reference page. The grading rubric for the report deducts points for non-compliance with APA formatting. For help with APA formatting for in-text citations and the reference page, students should review the 6th edition of the APA Manual and the resources linked to the course Blackboard page, including the sample report.

Report Audience:
For this report, the intended reader is a staff radiographer. Students should write these reports based on what the typical staff radiographer already knows. For example, in this pathology report students do NOT need to explain how x-rays were discovered or how they are produced to support that a chest x-ray is an appropriate diagnostic method to demonstrate tuberculosis.

Organization:
Organization, flow, and grammar count as part of the report grade. The pathology report should be clearly labeled with the sections identified in the list below (Submission Format). The information needs to flow smoothly from one section to the next. Students must use baccalaureate-level writing skills including complete sentences and correct grammar.

Submission Format:
The pathology reports must:

• Be submitted as Microsoft WORD documents to the appropriate assignment dropbox in Blackboard on or before the due date indicated at the end of the syllabus. Students should NOT email their reports to the instructor.
  o To allow sufficient time for grading and providing feedback, late submissions will NOT be accepted. Any report not submitted or submitted after the deadline will be assessed a grade of zero “0”.
  o Early submissions are appreciated; however, they will not be returned until the end of the semester after all reports have been graded.
  o The instructor will not accept Microsoft WORKS or WordPerfect files.
The report must be submitted as one document that includes the standard MSU Radiologic Sciences cover page, body of the report with labeled sections, and the reference list.

- Be double-spaced
- Be submitted in a 12 pt legible font (e.g. Arial, Calibri, or Times New Roman are acceptable – Courier, Verbena, or other “fancy” fonts are not acceptable)
- Have page margins must be set at 1”
- Have before and after line spacing for paragraphs set at zero
- Include ONLY the following in clearly labeled sections and following the page restrictions as indicated below

Page #1 – Standard MSU Radiologic Sciences Cover Page

Starting on page #2: Body of the Report

Description of Pathology (minimum of 1 page, maximum of 2 pages in length)
- Describe this pathology.
- What other names are used for this pathology, if applicable?
- What causes this pathology?
- How does this pathology affect normal physiology?

Diagnostic Methods (minimum of 1 page, maximum of 2 pages in length)
- Specifically describe medical imaging procedures – this is one of the main purposes for doing this report because it focuses on the roles of medical imaging!
- Using appropriate medical terminology, describe what this pathology looks like on the images. Students will include the images demonstrating the pathology in the appendix, but they should DESCRIBE the pathology on images here.
- Explain how this pathology may alter these procedures.
  - For example: What needs to be done differently and/or what follow up imaging studies need to be performed and/or how will the pathology appear on the images?
- Each student is required to interact with at least one RADIOLOGIST about using medical imaging for this pathology. This personal communication should be cited in the report, but should not be included in the Reference List, according to APA guidelines.

Treatment & Prognosis (minimum ½ page, maximum 1 page in length)
- What drugs and treatments are used?
- How do the drugs and treatments affect this pathology?

Appendix (maximum 1 page in length)
- Include 2 images of this pathology. One must be a plain radiographic image and the second must be from a different imaging modality. If plain radiography is not appropriate, use two images from two different imaging modalities. The appendix does not need to be in APA format but needs to have the URL underneath the image if the image is from a website.

Starting on a new page, (probably about page #6)

References
- The References list must be in APA format according to the 6th edition APA Manual
- All sources on the references list must be cited in the report, and all in-text citations must be referenced on the references list

Note: All assignments received are considered complete and will be graded as such.

Comprehensive Final Exam - 35%

The comprehensive proctored open-book final exam will be administered using Blackboard. Each student must have a proctor and test site approved by the course instructor before taking the exam. Students are not allowed to print the
The exam is two (2) hours in length. Note that the Comprehensive Final Exam closes at 5:00 pm Central Time, so students need to schedule accordingly.

Proctor Guidelines and the Proctor Application form are available from Blackboard. The MSU Radiologic Sciences department now uses a standardized protocol and proctor application. Students must provide the proctor with the Proctor Guidelines. Students should submit the completed proctor application to the instructor (fax, US mail, or email from proctor) by the scheduled due date at the end of this syllabus. All inquires about the proctor application should be directed to the appropriate instructor.

**Fall 2010 COURSE SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>08/21</td>
<td>Classes begin</td>
</tr>
<tr>
<td>09/06</td>
<td><strong>Quiz 1</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>09/06</td>
<td><strong>Pathology Report Topic</strong> requests are due by midnight Monday</td>
</tr>
<tr>
<td></td>
<td><em>Submit your request to the appropriate discussion board forum</em></td>
</tr>
<tr>
<td>09/20</td>
<td><strong>Quiz 2</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>10/04</td>
<td><strong>Quiz 3</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>10/18 4:00pm</td>
<td><strong>Last Day to withdraw with a “W” in the class</strong></td>
</tr>
<tr>
<td>10/18</td>
<td><strong>Quiz 4</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>11/01</td>
<td><strong>Quiz 5</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>11/15</td>
<td><strong>Pathology Report due</strong> by midnight, Monday</td>
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<tr>
<td></td>
<td><em>Submit the report to the assignment dropbox as a single Word document.</em></td>
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<tr>
<td></td>
<td><em>The file should be named: “lastname_topic”…….e.g., smith_COPD</em></td>
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<tr>
<td>11/29</td>
<td><strong>Quiz 6</strong> is available until midnight, (30 questions, 1 hour)</td>
</tr>
<tr>
<td>12/1</td>
<td><strong>Proctor Application</strong> due by 5:00pm Wednesday</td>
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<tr>
<td>12/06-12/08</td>
<td>The <strong>Open - Book Final Exam</strong> will only be available December 6 through December 8.</td>
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<tr>
<td></td>
<td>The exam must be complete and submitted for grading by 5:00 pm on December 8. (60 questions, 2 hours)</td>
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