# ANATOMY AND BIOLOGY OF THE HUMAN SKELETON

## Syllabus

**PROFESSOR**


- Dr. John Kappelman (email: jkappelman@mail.utexas.edu)
- Office: SAC 5.160, telephone: 512-471-0055

- Office hours: M W: 10-11 am in SAC 5.160, or by appointment (email with your name and class number in the subject line to set up an alternative day and time)
- Ms. Adrienne Witzel, course manager and content developer

**WB (= web-based)**

Because this class is web-based, there are no lectures or laboratory sessions. This online format will be well-suited for those students who are at ease learning material without the structure of a formal lecture or laboratory, but will not be appropriate for other students who do their best work within a more formally structured lecture and laboratory setting. Please read the syllabus carefully and think about how you will approach and handle this sort of a class. However, it is also important to keep in mind that more and more learning in the future will be web-based, and *learning how to learn* within this setting is an important skill to develop. Some students in this class have likely already taken an online class.

Given the web-based nature of the class, drops are allowed at the very latest date permitted for those students who find that this class format does not meet their educational goals.

**PREREQUISITES**

- Anthropology 301 and upper-division standing, or permission of the instructor
- Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 471-6259

**DESCRIPTION (see the UT Canvas class website)**

A336WB introduces the student to an in-depth study of the human skeleton. This class covers skeletal identifications with some attention to developmental biology and functional morphology, and a special focus on identification skills as they relate to forensics and archaeological studies. This class is not, however, focused solely on simple identifications of complete skeletal elements; although it is important to master this skill, exams include identifications of fragmentary elements and even broken portions of elements, the anatomical features of elements, siding, pathology, taphonomy, and determinations of age and sex.

This class requires very intensive study. Students learn the skeleton region by region, reading and studying the assigned book chapters and materials on various web sites. Actual physical specimens are not available for examination, but we hope to be able to provide several 3D files so that students can 3D print the elements if they wish. Students complete the exams and case studies online; the exams are closed book within a timed format, while the case studies are open book and untimed.

Students must have a professional approach to the subject and the study of the human remains. Expertise in human skeletal identification is especially applicable to the fields of archeology, biological anthropology, health sciences, law, and law enforcement.

## ACADEMIC HONESTY

Students who cheat not only cheat themselves but also cheat other students in the class as well as the University. This class has a zero tolerance policy for cheating. **Any student found cheating will receive an F in the class** and will be directed to the appropriate University authorities for additional sanctions including possible dismissal from the University. Please see ***Honor Code*** to review the UT policy.

**Students must sign and submit a form that states that they agree to follow the course rules enumerated below. The form is available on the Canvas class website.**

Examples of cheating are defined below:

- The use of any materials of any kind during an exam or an exam review – e.g., hard copy, electronic, books, notes, other websites, a second computer, cellphones or having another person communicate or assist the student during an exam by any means such as face-to-face conversation, Facebook, Skype, cellphone – are all considered cheating.
- Students *ARE NOT* permitted to copy by any means the questions and answers from an exam, or share any information about the exams with another student. Taking screen captures of the exams is not permitted. These behaviors are considered cheating
- Students *ARE NOT* permitted to share problem sets and answers with other students and *ARE NOT* permitted to submit assignments for one another. These behaviors are considered cheating
- Any questions about lab assignments and exams should be directed to the professor and *NOT* to your fellow students. If you have any questions, please ask!

## COURSE WEBSITE, TEXTBOOKS, AND ELECTRONIC MEDIA

- Canvas class website: we use this website for the course.
- Steele and Bramblett, 1988. *The Anatomy and Biology of the Human Skeleton*. Texas A&M University Press, College Station, TX. (Note: we use the vocabulary in this text.) This text has black and white photos.
- *www.eSkeletons.org* offers a web-based version of the human and primate skeleton. There are many other online sites, but this is the one that we built.
- *www.eForencis.info* is a website that we are continuing to build out.
- OPTIONAL: Bass, 1995. *Human Osteology*. Special Publication No. 2, Missouri Archaeological Society, Columbia, MO. Most students of human osteology also have a copy of this book because it offers different ideas for skeletal identifications, and provides drawings of the skeletal elements that some students prefer or feel offer an important complement to photographs.
- OPTIONAL: Buikstra and Uberlaker, 1994. *Standards for Data Collection from Human Skeletal Remains.* Most students of human osteology also have a copy of this textbook because it offers a thorough means for inventorying and identifying skeletal remains.

## DESCRIPTION OF REQUIREMENTS

The exams and case studies are accessed on the Canvas course website.

### Online Exams

Exams will be posted one week before their deadline date and must be completed by the deadline date in order to receive credit. If an exam is not completed by the deadline date, a grade of zero will be assigned. Completed exams can be reviewed up to one week after the exam's completion date.

Exams cover the content in each of the individual Steele and Bramblett chapters (see schedule below). All content in each chapter may appear on the exam, so be sure to study the text, figures, and plots. Even though there are exam deadline dates throughout the semester, if a student wishes to test at an accelerated schedule, say, completing all of the exams before spring break, please let us know and we can accommodate this sort of a customized testing schedule. Exams are timed and limited to 45 minutes.

Students complete their exams in a proctored testing lab (SAC 5.112) on M-Th (no testing on F). The testing lab schedule is provided on the last page of this syllabus. Students must show a current UT ID when they sign in with the testing proctor.

In the event that a student is taking this class off campus (*e.g.*, study abroad, internship in another city, *etc.*) and is not in residence at UT Austin, s/he will need to locate a proctored testing center that has web access so that s/he can complete the exams there. A proctor from the testing center will be required to contact our technical team (eanthro@utexas.edu) in order to provide valid credentials.

**Case Studies**
We provide several "case studies" that offer the student an opportunity to identify fragmentary skeletal remains and attempt to assess correct IDs of the elements along with determinations of age, sex, stature, number of individuals, etc. The case studies mirror the work of a forensic anthropologist.

Case Studies are made available at the beginning of the semester. They are untimed, open book, and can be submitted online from any computer. They can, however, be completed one time only. Even though the case studies are available early in the semester, we **STRONGLY** recommend that students complete all of the exams **FIRST** so that they thoroughly learn human osteology **BEFORE** they attempt to complete the more complex case studies. Following this learning strategy is guaranteed to improve the score on the case studies.

**Extra Credit**
It is critical that scientists engage with the public, and students have the opportunity to volunteer at ***Explore UT*** , a UT Austin open house on 2 March, as part of Prof. Kappelman's lab group.

In addition, students are always welcome to volunteer in the lab and participate in the various ongoing digital imaging projects, many of which are designed for the public (*e.g.*, ***eSkeletons***, ***eFossils***, ***eLucy***).

**GRADING**

- Exams (10 in total) 40%
- Case Studies 60%
- Total 100%

Grades (rounded to whole number with + and -): A (90-100%), B (80-89%), C (70-79%), D (60-69%), and F (<60%).

**DISABILITIES, EXTENSIONS, and DROPS and INCOMPLETES**

**Disabilities**
Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259.

**Extensions**
Requests for an extension for missed work because of a sanctioned University activity, documented illness, family-related emergency, or death in the family will be dealt with on a case-by-case basis, but whatever the circumstance, documentation is required. If you are unable to document your excuse, you will not be permitted to make up the missed work. Whatever the case – sanctioned University activity, documented illness, family-related emergency, or death in the family – full documentation is required. If you find yourself so sick that you must miss an exam or lab submission, you should see a doctor, and if you do, the doctor will give you a written excuse.

Permission to make up missed exams or labs requires a completed Extension Permission Request Form (available on the Canvas class website) and supporting documentation (see below). The extension request, consisting of a completed Extension Permission Request form along with supporting documentation, must be submitted no later than the Friday following the missed exam deadline date. Because Case Studies can be submitted at any time after 4 February, do not expect that being ill on 10 May (the deadline date) will permit you to obtain an extension request for all of the missing work.

Supporting documentation:

- If an illness, a medical excuse documented by a letter from your doctor;
- If a family emergency, written documentation;
- If a family death, an obituary or death certificate;
- If a University-sanctioned activity, a letter from the director of the organization delivered to us BEFORE the event since these events are scheduled months in advance; and
- If a work-related conflict, a note from your supervisor.

If a scheduling conflict arises from work or some other issues that will cause you to miss a deadline, please inform us as early as possible so we can assess the validity of the conflict and make any necessary arrangements. If you do not tell us ahead of time about a scheduled event, you will not receive permission to make up the missed work.

The extension request must receive approval before any missed work can be made up. If you cannot provide independent documentation that we can verify, the extension request will not be approved. We check on all excuses by calling the doctor, supervisor, family member, and faculty supervisor or coach.

During the days when a completed extension request is under evaluation, you should continue to meet the exam schedule.

**Drops and Incompletes**
If you find that you are unable to complete the course, you may obtain a **drop** with a "Q" if you file the appropriate paperwork (available from your dean's office). This request must be filed by the University deadline.

An incomplete after the deadline date can generally only be granted for a serious medical condition as documented by a letter from your doctor. In only exceptional cases are other excuses considered legitimate grounds for an incomplete, and these excuses generally require approval from your dean's office.

We strongly advise you to finish the course as early as possible and thereby avoid any last-minute problems.

**EXAMS AND CASE STUDIES SCHEDULE: deadline due dates on Mondays**

Exams follow the chapters in Steele and Bramblett (listed as "S&B Chapter #" below).

| | |
|---|---|
| Jan. 28 | ▪ You must review information on the Canvas course website (*e.g.*, academic honesty policy agreement, tech requirements, etc.) and sign and submit the agreement form (available on Canvas) that states that you agree to follow the policies of the course.<br>▪ If you are off-campus, you must find a testing center and notify us of its location, and they must contact us (see above). |
| Feb. 4 | EXAM: vocabulary test on anatomical positions (see "Legend" in www.eSkeletons.org) |
| | **Case Studies available on Canvas (untimed, open book exercises) but see below.** |
| Feb. 11 | EXAM: Skull (S&B Chapter 3) |
| Feb. 18 | EXAM: Vertebral column (S&B Chapter 5) |
| Feb. 25 | EXAM: Chest and Shoulder Girdle (S&B Chapter 6) |
| Mar. 4 | EXAM: Arm (S&B Chapter 7) |
| Mar. 11 | EXAM: Wrist, Hand, and Fingers (S&B Chapter 8) |
| ***Mar. 18-22*** | ***Spring Break*** |
| Mar. 25 | EXAM: Pelvic Girdle (S&B Chapter 9) |
| Apr. 1 | EXAM: Leg (S&B Chapter 10) |
| Apr. 8 | EXAM: Ankle, Foot, and Toes (S&B Chapter 11) |
| Apr. 15 | EXAM: Dentition (S&B Chapter 4) |
| **Apr. 16-May 10** | **Case Studies: We recommend that students focus on Case Studies from 16 April to 10 May *AFTER* completion of the exams since these have deadline due dates. Please note though that the Case Studies are available starting on 4 Feb.** |
| May 10 | Case Studies deadline due date |

**IMPORTANT DATES AND DEADLINES TO REMEMBER:**

| | |
|---|---|
| Jan. 25 | Last day of official add/drop period |
| Feb. 6 | Twelfth Class Day |
| Mar. 18-23 | Spring Break |
| Apr. 8 | Last day a student may, with their dean's approval, withdraw or drop a class, or change to pass/fail basis. |
| May 10 | Last class day of the semester |

**SAC 5.112 PROCTORED TESTING LABORATORY SCHEDULE** **SPRING 2019**

Students must present a hard copy UT ID to the testing proctor when they sign-in. Students must sign in 45 minutes before testing ends for the day or they will not be seated for an exam. The TAs for A301WB manage sign ins.

You can take your tests during either testing or review hours and will be seated on the far side of the testing lab. There is no testing lab access for A366WB on Fridays.

| | Monday | Tuesday | Wednesday | Thursday | Friday | |
|---|---|---|---|---|---|---|
| 8:00 AM | | 8 -9 | 8 - 10 | | No A366WB Testing | 8:00 AM |
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| 9:00 AM | 9 - 11 | 9 - 11 | | 9 - 11 | | 9:00 AM |
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| 10:00 AM | | | 10 - 12 | | | 10:00 AM |
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| 11:00 AM | 11- 1 | 11- 12 | | 11 - 12 | | 11:00 AM |
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| 12:00 PM | | 12- 2 | 12 - 2 | 12 - 1 | | 12:00 PM |
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| 4:00 PM | 4 - 5 | | 4 - 6 | | | 4:00 PM |
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| 6:00 PM | | 6 - 7 | | 6 - 7 | | 6:00 PM |
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| 7:00 PM | | | | | | 7:00 PM |
| | TESTING HRS | | REVIEW HRS | | | |