**Anatomy and Physiology of the Speech Mechanism 01:615:391**

**Spring 2014**

**Instructor:**  TBD; EMAIL; Phone Number

**Office Hours**: TBD; by appointment

Students may email questions in advance to be covered during office hours

**Weekly Chat Session:** TBD

Students are expected to participate in each weekly chat session.

**Prerequisites**: LING 201

**Course Website:** access via sakai.rutgers.edu

**Course Meeting Time:** Online.

Email reply policy: I will respond to emails within 24 hours during the work week and by the next business day on weekends and holidays.

**Course Description**

This course introduces students to the anatomy (structure) and physiology (function) of the systems and processes involved in speech production. The course focuses on the respiratory, phonatory, articulatory, resonatory, and nervous systems and will examine the contributions of each system to spoken communication. Anatomical structures involved in linguistic communication are placed in the context of all the body systems involved in speech production. This course covers prerequisite content required for students planning to pursue a higher-level degree in the speech and hearing sciences, including speech pathology and audiology, and emphasizes clinically-relevant information.

**Learning Goals**

The learning goals for this course support [2014 ASHA Speech Language Pathology Certification Standards](http://www.asha.org/Certification/2014-Speech-Language-Pathology-Certification-Standards/) and will be assessed through written exams and quizzes.

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| Learning Goal | ASHA Standard | Method of Assessment |
| Label the structures used for speech production in the respiratory, phonatory, articulatory, resonatory, and nervous systems. | IV-B | Written Quizzes & Exams |
| Demonstrate knowledge of the anatomy and physiology of structures used for respiration, phonation, articulation, and resonation. | IV-B | Written Quizzes & Exams |
| Demonstrate knowledge of the structures and pathways used by the nervous system for speech production | IV-B | Written Quizzes & Exams |
| Demonstrate knowledge of how the nervous system coordinates respiration, phonation, and articulation | IV-B | Written Quizzes & Exams |

**Required text**

Seikel, J. Anthony, Douglas W. King, & David G. Drumright. 2010. Anatomy and Physiology for Speech, Language, and Hearing. 4th edition. Delmar. ISBN: 9781428312234.

The [textbook companion website](http://www.cengagebrain.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&product_isbn_issn=9781428312234&token=0A9D3B566F3B6826D2F8F9ECD15C2BE4A9E9A8E334B4E58461A62D26258AD7C8DB5EBE1FA387F807D3AE23C5F6271DC6&template=NELSON) provides free access to the textbook’s Studyware software, including quizzes and videos.

**Assessments and Grading Policies**

**Quizzes** (30**%**)

There are 9 weekly reading quizzes. Your lowest quiz grade will be dropped, so that only eight will count toward your final grade. Each quiz covers information from the PowerPoint notes and assigned chapters and may include multiple choice, matching, fill-in-the-blank, and diagram-labeling questions.

All quizzes are generated from randomly-drawn questions from pools of similar questions. Each quiz question is presented one at a time, and **once you have submitted your response for a question, you may not return to that question.** You are strongly encouraged to maintain a “closed-book” policy for the quizzes for two reasons. First, the quizzes cover material you are expected to know in graduate programs for Speech-Language Pathology. You should know the material well enough to succeed on your quizzes without referring to notes or the textbook. Second, the quizzes are quite long, and although Sakai lets you know how many questions remain in the quiz, it does not let you know how many points each question is worth. If you spend five minutes looking up answers to a 1-point multiple choice question, you will have less time to spend on later questions, including those with much higher point values.

**Quizzes must be completed without helping or receiving help from others.**

Each quiz will be available for three days and **may be opened at any time from 12:01 AM Wednesday morning until 11:59 PM Friday night**. Once you open a quiz, you will have a limited time to complete your work; depending on the quiz, you will have from 30 to 45 minutes to finish the quiz. If you do not complete the quiz within the allotted time, your quiz will close automatically and be submitted for grading.

*Your scores on reading quizzes will demonstrate that you have completed the assigned reading and have comprehended the material. You are* ***strongly*** *encouraged to prepare for the quizzes by answering the assigned study questions and using the supplemental study materials on the textbook’s companion website. Use your quiz scores to identify topics that you might need to review more carefully before the next exam. As a class, scores on reading quizzes will keep me apprised of our overall progress.*

**Exams (60%)**

This course includes a midterm and a final exam, each of which contributes 30% toward your final grade. Exams may include multiple-choice, matching, fill-in-the-blank, diagram-labeling and short answer questions.

**Exams are “closed book” and must be completed without helping or receiving help from others, and without referring to notes, textbook, or other resources.**

Each exam will be available for four days and **may be opened at any time from 12:01 AM Tuesday morning until 11:59 PM Friday night**. Once you open an exam, you will have 2.5 hours to complete your work. If you do not complete the exam by the allotted time, your exam will be automatically closed and submitted for grading.

*Your scores on exams will demonstrate your sustained work effort and comprehensive knowledge of the course material.*

**Studyware Homework (10%)**

Three activities from the textbook’s Studyware software have been assigned as homework during weeks that do not include scheduled quizzes or exams. To demonstrate that you have completed the assignment, you will upload a screenshot of your final score for the activity. Specific directions for locating the activity and uploading your score will be available on the course website.

*Your completion of Studyware homework assignments will demonstrate your class participation in the assigned weeks and will help you to prepare for the upcoming chapter quizzes.*

**Academic Integrity Policy**

All students in this course must agree to the following Honor Policy:

LING ??? Honor Policy:

By my honor, I agree that I will complete all exams without helping or receiving help from others, and without referring to my notes, textbook, or other resources.

You will see this Honor Policy appear on the Course Introduction Quiz you take during Week 1. By clicking “yes”, you will signal your agreement with this policy. In addition, you are expected to be familiar with and abide by [Rutgers University’s Academic Integrity Policy](http://studentconduct.rutgers.edu/files/documents/AI_Policy_9_01_2011.pdf).

**Any** collaboration with other students to answer questions in reading quizzes or the exams is a violation of Rutgers’ Academic Integrity Policy. Students caught cheating or committing plagiarism will be penalized, as per Rutgers policy.

**Attendance and Late Work Policy**

Because all work will be completed asynchronously for this course, there is no formal attendance policy; however, students are expected to participate in the weekly chat sessions and class engagement will be assessed through frequent quizzes. All exams and quizzes are available for multiple days. Please take note of the availability periods on the attached schedule and plan accordingly. Except for documented cases of illness or religious observance, no credit will be awarded for late work.

**Accommodations for Special Needs**

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: [https://ods.rutgers.edu/students/documentation-guidelines](https://ods.rutgers.edu/students/documentation-guidelines" \t "_blank). If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: [https://ods.rutgers.edu/students/registration-form](https://ods.rutgers.edu/students/registration-form" \t "_blank).

**Is an online course right for you?**

An online course requires different skill sets for success than a traditionally-delivered course. In particular, you must be more responsible for managing your own success in an online course, such as by ensuring you have the time and resources to complete the work, completing the assigned study questions, using the supplemental textbook materials, and contacting me early for help with challenging material.

The material covered in this class will require a great deal of memorization and comprehension of challenging concepts. I will provide study questions to guide you and will offer study tips, but it is up to **you** to find and use the methods that work best for you.

Students who are most successful in online courses tend to be independent, organized, disciplined, and flexible. This course is designed to have the same workload as a traditional, face-to-face class – approximately nine hours of work per week – but instead of simply showing up for lectures, you will demonstrate your work effort primarily through your success on the frequent quizzes and the cumulative exams. Also, this class allows for you to interact with your classmates in discussion forums on the course website. It is important that we all be mindful of how our written words can be interpreted by others and that we be respectful and courteous in our interactions.

Please consider carefully whether your learning style and work traits are conducive to success in an online environment, and contact me if you have any questions or concerns. The University of Missouri offers [this self-assessment](http://online.missouri.edu/assessment-quiz/assessment.aspx) for evaluating your potential for success in an online course, as well as these useful [Tips for Academic Success in Online Study](http://online.missouri.edu/assessment-quiz/academicConfidence.aspx).

**Course Evaluations**

Anonymous evaluations of this course are welcome at any time; the sooner I become aware of a problem, the sooner it can be addressed.

**Weekly Schedule**

| Week | Topics & Reading | Assignments |
| --- | --- | --- |
| 1  Semester begins  Tues Jan 21 | Syllabus | Course introduction quiz (mandatory and must be retaken until 100% is achieved) |
| 2  Mon Jan 27 | “Basic Elements of Anatomy”  Chapter 1 | Quiz 1 |
| 3  Mon Feb 3 | “Anatomy of Respiration”  Chapter 2 | Quiz 2 |
| 4  Mon Feb 10 | “Physiology of Respiration”  Chapter 3 | Quiz 3 |
| 5  Mon Feb 17 | “Anatomy of Phonation”  Chapter 4 | Due Friday 11:59 PM:  Studyware Activity: Ch 4, Crossword |
| 6  Mon Feb 24 | Quiz 4 |
| 7  Mon Mar 3 | “Physiology of Phonation”  Chapter 5 | Quiz 5 |
| 8  Mon Mar 10 | **Midterm (Ch 1-5)** | Midtermavailable Tues 12:01 AM – Fri 11:59 PM |
| Mon Mar 17 | *Spring Break* | |
| 9  Mon Mar 24 | “Anatomy of Articulation & Resonation”  Chapter 6  pp. 267-273; 283-298; 307-362 | Due Friday 11:59 PM:  Studyware Activity: Ch 6, Crossword |
| 10  Mon Mar 31 | Quiz 6 |
| 11  Mon Apr 7 | “Physiology of Articulation & Resonation”  Chapter 7 | Quiz 7 |
| 12  Mon Apr 14 | “Neurons & Neuromuscular Function”  Chapter 11: 521-540  Chapter 12: 647-669 | Quiz 8 |
| 13  Mon Apr 21 | “Nervous System”  Chapter 11: p 540-594  Chapter 12: 669-695 | Quiz 9 |
| 14  Mon Apr 28 | “Cranial Nerves”  Powerpoint only | Due Friday 11:59 PM:  Studyware Activity: Ch 12, Image Labeling |
| 15  Mon May 5  (regular classes end) | Final Exam | Final exam available Tues 12:01 AM – Fri 11:59 PM |