



Class Location & Time: Heritage Hall 318 (lab); M/W 11:30-12:45  
Instructor: Christine Jones, PhD  
Faculty blog: <http://anthrowarrior.blogspot.com>  
Office: Heritage Hall 204C  
Office Hours: Mon & Wed: 12:45-3:45 pm (after class is optional study/lab time)  
Contact me: [Bioarchjones@tamuct.edu](mailto:Bioarchjones@tamuct.edu)

**Catalog Course Description:**

The foundation of biological anthropology is the study of the human skeleton. In this course, students will learn concepts and methods used by anthropologists to identify, describe, and analyze human skeletal remains from forensic and archaeological contexts. Classes will be a combination of lecture and laboratory.

**Mode of instruction and course access:**

This course meets face-to-face, with some supplemental course materials made available online. Check Canvas daily for any course announcements or schedule changes.

**Student-instructor interaction:**

I usually check emails often and respond within 24 hours during the work week. Email is a better way to reach me than Canvas message. If you plan to come to my office hours, please mention it or send me a quick email so I can make sure to have enough time to schedule and see all students.

**911 Cellular: Emergency Warning System for Texas A&M University-Central Texas**

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911Cellular through their myCT email account. In an effort to enhance personal safety on the Texas A&M University – Central Texas (TAMUCT) campus, the TAMUCT Police Department has introduced Warrior Shield by 911 Cellular. [Warrior Shield](https://www.tamuct.edu/police/911cellular.html) [<https://www.tamuct.edu/police/911cellular.html>] can be downloaded and installed on your mobile device from Google Play or Apple Store. Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [<https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management>] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

**Required Textbook/Readings:**

- 1) Tim White, Michael Black & Pieter Folkens (2011) *Human Osteology*, Third Edition. ISBN: 9780123741349
- 2) H. Wayne Sampson, John Montgomery & Gary Henryson(1991) *Atlas of the human Skull*. Second Edition. Texas A&M University Press: College Station, TX. ISBN: 9780890964880
- 3) “OsteologyLandmarks.pdf” will be on Canvas and will handed out on the first day. **\*\*Bring this booklet to every class\*\***

**Recommended but not required:**

Tim White (2005) Human Bone Manual. This is a softcover and shortened version of our main text. It is great for quick studying on the go but NOT a replacement for the main text.

**Student Learning Outcomes:**

Students will learn:

- Human bone and tooth development and anatomy
- The differences between juvenile and adult skeletal and dental anatomy
- How to identify every bone of the human skeleton using skeletal form, features and landmarks
- How to complete a full bone inventory and skeletal identification lab report
- Methods of skeletal analysis used in both forensic and archaeological context

**Course requirements:**

1. Reading assignments and weekly online folders: Readings from the textbook are listed in the course schedule below.
2. Lab assignments: We'll have four labs spread out throughout the semester, worth 25 points each or 10% of the course. Some of these labs may have a typed component, which you will work on at home and then bring into class (hard copy only) by the subsequent class day.
3. Attendance: Attendance is mandatory if you wish to pass this class. Class periods are your primary chance to study the bones, and the lab will not be available at other times to students who do not attend class.
4. Quizzes: Four **surprise** quizzes will be given over the semester. The two highest quiz grades will count for 10% of the final grade (two lowest quiz grades will be dropped). Quizzes are similar in content and structure to the practical exams but have fewer questions.
5. Practical exams: Four practical exams will be given over the course of the semester, each worth 20% of the final grade. Practical exams are mainly comprised of stations with labeled specimens for students to identify but will also include a minor written component. The last test will be given on Wed. May 8. Tests are cumulative, however, the emphasis for each will be on new material covered since the previous test.

Assignment	Points
Labs (4 @ 25 points)	100
Quizzes (4 total BUT lowest 2 scores are dropped... so 2@ 50 pts)	100
Exams (4 @ 200 each)	800
<b>Total</b>	<b>1000</b>

Points	%	Grade
<b>900 – 1000</b>	90 – 100%	A
<b>800 – 899</b>	80 – 89%	B
<b>700 – 799</b>	70 – 79%	C
<b>600 – 699</b>	60 – 69%	D
<b>0 – 599</b>	0 – 59%	F

**Grade posting:** All grades will be posted online; it usually takes about 1 week for me to grade your work. Be assured that I am grading your work as fast as I possibly can.

**Course Schedule**

Week	Day	Topics	Readings: White is W, Sampson is S
1	Jan 14 M Jan 16 W	1. Introduction 2. What is bone?	W16, 17 W1,2,3; S pgs 1-40
2	Jan 21 M Jan 23 W	No class MLK Jr. Day! 3. Neurocranium	W4, S pgs 40-98
3	Jan 28 M Jan 30 W	4. Neurocranium II 5. Viscerocranium	W4, S pgs 40-98 W4, S pgs 105-193
4	Feb 4 M Feb 6 W	6.Viscerocranium II *Lab 1*	W4, S 105-193
5	<b>Feb 11 M</b> Feb 13 W	<b>Practical Test #1</b> 7.Dentition	W5, Pg, 563, and Teeth handout
6	Feb 18 M Feb 20 W	8.Dentition 9.Tooth formation	w5 w5
7	Feb 25 M Feb 27 W	10.Vertebra column *Lab 2*	W6
8	<b>Mar 4 M</b> Mar 6 W	<b>Practical Test #2</b> TBD activity	
☺	Mar 11 M	SPRING BREAK	SPRING BREAK
9	Mar 18 M Mar 20 W	11. Ribs 12. Shoulder	W7 W8
10	Mar 25 M Mar 27 W	13. Arm 14. Wrist	W9 W10
11	Apr 1 M Apr 3 W	15. Hand *Lab 3*	W10
12	<b>Apr 8 M</b> Apr 10 W	<b>Practical Test #3</b> Study @ home/no class	W11, 18
13	Apr 15 M Apr 17 W	16. Pelvis 17. Pelvis II	W11, 19
14	Apr 22 M Apr 24 W	18. Thigh & Leg *Lab 4*	W12, 20
15	Apr 29 M May 1 W	19. Hindfoot & Forefoot 20.Catch up day	W13, 23
16	May 6 M <b>May 8 W</b>	Study Session <b>Practical test #4</b>	

**Modification of the Syllabus**

This syllabus may be revised in minor ways at the discretion of the instructor. The student is responsible for noting any changes in the syllabus. Most changes in the syllabus will pertain to events in the Course Schedule. If so, a revised course schedule will be posted online.

### ***Tips for Success in Human Osteology***

1. Come to class regularly. This is a hands-on class — you must come to every single class to do well.
2. Study every week, daily if possible. Draw bones. Make Notecards. Have study groups. Use online bone apps. *Go to our library and check out their skeleton and skull on reserve.*
3. Read Human Osteology textbook chapters *both before and after class*, and review them before exams.
4. Review before exams especially. Make sample test questions for yourself.
5. **If you are confused, ASK QUESTIONS in class or come to office hours!**
6. Study! Worry about your grades NOW, not after test #3! See No. 1

### **Course Policies**

#### **Makeup exams:**

If you must be absent for an exam, you MUST 1. notify me in advance of the test date, or no more than 48 hours later (if it was a last minute medical emergency only), 2. be prepared to take a makeup within 3 days of the scheduled test date. Lastly 3. You may not take a make up test unless you can document your reason for being absent. Documentation for absences due to illness must indicate that you were confined and unable to attend class. A note indicating that you saw a doctor is insufficient. Examples of legitimate reasons for missing an exam include:

- death or major illness in the student's immediate family,
- participation in legal proceedings that require a student's presence,
- confinement because of illness

If you don't follow through on all three of these requirements you may be denied the request to makeup the exam. Students who miss a test, and cannot document a legitimate reason will receive a score of zero for that test. If a student misses a second test and is granted a makeup, the makeup will consist of a 3-page critical review of 3 articles on human skeletal biology from the American Journal of Physical Anthropology, formatted per AJPA guidelines.

#### **Late Work (AKA turning in your lab assignment after it was due)**

Usually lab work is completed in class. Sometimes the lab requires you to complete some work at home and turn in a typed assignment **the next time the class meets**. If you fail to turn in your lab the next time the class meets I will accept it late with the following deductions: 5 points for 1 day late, 10 points for 2 days late, 15 points for 3 days late. After 3 days the lab will not be accepted. Also these days are not class meeting days, they are consecutive days after the lab was due.

#### **Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system.

Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com/>] or access Canvas through the TAMUCT Online link in myCT [<https://tamuct.onecampus.com/>]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

### **Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

### **Other Technology Support**

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

*Please let the support technician know you are an A&M-Central Texas student.*

**Diversity in the Classroom:** Respect for cultural and human biological diversity are core concepts within the Social Sciences. In this course, each voice in the classroom has something of value to contribute to class discussion. Please respect the different experiences, beliefs and values expressed by your fellow students and instructor, and refrain from derogatory comments about other individuals, cultures, groups, or viewpoints. In this course we welcome individuals of all ages, backgrounds, citizenships, disabilities, education, ethnicities, family statuses, genders, gender identities, geographical locations, languages, military experience, political views, races, religions, sexual orientations, socioeconomic statuses, and work experiences.

## **UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**

### **Drop Policy.**

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [[https://www.tamuct.edu/registrar/docs/Drop\\_Request\\_Form.pdf](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf)]. Professors cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

### **Academic Integrity.**

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust,

fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action. For more [information regarding the Student Conduct process](https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel), [https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel]. If you know of potential honor violations by other students, you may [submit a report](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0), [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout\_id=0].

### **Academic Accommodations.**

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such. For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) web page [https://www.tamuct.edu/student-affairs/access-inclusion.html].

### **Important information for Pregnant and/or Parenting Students.**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

### **Tutoring.**

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at [deeadra.albertgreen@tamuct.edu](mailto:deeadra.albertgreen@tamuct.edu). Chat live with a tutor

24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive FREE online tutoring and writing support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

### **University Writing Center.**

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help! Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WCOnline](#). In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) if you have any questions about the UWC and/or need any assistance with scheduling.

### **University Library.**

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders. Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments. For more information, please visit our [Library website](http://tamuct.libguides.com/index) [<http://tamuct.libguides.com/index>].

### **Copyright Notice.**

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