



Class Location & Time: Online until further notice

Instructor: Christine Jones, PhD

Office: Heritage Hall 204C

Office Hours: By appointment (Virtual available: Zoom, Skype, or chat office hours)

Contact me: Via Canvas message or at 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/ Student-instructor interaction

As of March 23rd, 2020, this course will be delivered online, using the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>]. Since this is now an online class, most communication between the instructor and students will be electronic in nature (see contact information above).

Warrior Shield:

Emergency Warning System for Texas A&M University-Central Texas

Warrior Shield 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 Warrior Shield through their myCT email account. Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) [<https://portal.publicsafetycloud.net/Account/Login>] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

Technology Requirements

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

We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

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

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.

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

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. Labs 1 and 2 are worth 25 points each, and 3 and 4 (administered online) are worth 75 points each. All online labs instructions, guidelines, and suggested due dates will be provided on Canvas.

3. Quizzes: Two **surprise** quizzes will be given over the semester, and three scheduled (see dates on exam and quiz timing table) online quizzes will be administered after March 23rd. One of the three online quizzes will be an ungraded practice quiz, and the remainder will be graded. The two highest quiz grades will count for 10% of the final grade (two lowest quiz grades will be dropped). Quizzes (including online quizzes) are not timed, and will be similar in content and structure to the exams but have fewer questions.
 - a. Students should understand that the online quizzes will be very similar to online exams, and so they can be thought of as a type of practice for exams.

4. Practical exams: A total of four exams will be administered during the semester. Two practical exams will be given before March 23, each worth 200 points. Practical exams are mainly comprised of stations/questions with labeled specimens for students to identify but will also include a minor written component. **After March 23rd, two online exams will be scheduled, worth 150 points each (see exact dates on exam/quiz timing table). Tests after March 23rd will no longer be cumulative.**
 - i. About Online exams
 - Identification of bones and bone features (including siding) will make up the majority of the exam
 - Online exams will utilize labeled photos and diagrams (and potentially video) for identification, with a minor written component.
 - Online exams are open book and open notes
 - Online exams will not be timed but you'll only get one attempt. That means once you begin an exam, you will not be timed, but you must finish the exam in one sitting. This is different from time windows (see below), which describes how long exams are available.

5. Taking online exams and quizzes. Quizzes and exams are set up with time windows. This means you have a specific window of time during which you can log on to take a quiz or exam. Usually I make these windows 3 to 4 days long. Students will have 3 to 4 days then to choose the best time to take a quiz or exam. If you miss this time window, you will not be able to enter the quiz/exam, so please plan accordingly.
 - a. Once you enter a quiz or exam window, you must complete the quiz or exam. You'll only get one attempt to do so. If you exit the quiz/exam before finishing, you will be locked out.

 - b. If you press back by accident, your internet or power cuts off, or some other known reason locks you out of your exam and you need your exam reset, **please email me immediately so I can resolve the problem BEFORE THE EXAM WINDOW CLOSES.**

- c. If you have a technical problem that is unknown or not resolvable by you such as Canvas gives you errors when you try to submit questions, or you can't get into Canvas at all because your password suddenly doesn't work, please send an email to notify the instructor and then proceed to contact either Canvas support or the help desk (contacts listed at top of syllabus). Once you receive a reply from Canvas/Help desk with a ticket number, forward that email to your instructor so she can reset your exam and you can resume it once your technical problem is fixed.
- d. Quizzes are like exam practice runs. If you notice a problem while taking quizzes (photos not visible, labels not visible, can't enter answers, can't submit answers, timer not working, etc.) please let the instructor know ASAP so the problem can be resolved before you attempt an exam.
- e. If you decide to take your exam one hour before the exam window closes you are not allowing yourself enough time in case you need an exam reset!!

Assignment	Points
Labs	
<ul style="list-style-type: none"> • 1 and 2 = 25 points each • 3 and 4 = 75 points each 	200
Quizzes	100
<ul style="list-style-type: none"> • 4 total BUT lowest 2 scores are dropped... so 2= 50 pts each 	
Exams	
<ul style="list-style-type: none"> • 1 and 2= 200 each • 3 and 4 = 150 each 	700
Total	1000

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

Quiz or Exam	Window opens @ 8am	Window closes @ 11:59pm
Practice quiz	Wed Mar 25	Sat Mar 28
Quiz 3	Wed Apr 1	Sat Apr 4
Exam 3	Wed Apr 8	Sat Apr 11
Quiz 4	Wed Apr 22	Sat Apr 25
Exam 4	**Monday May 4**	**Friday May 8**

Course Policies

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.

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.

Makeup exam policy (After March 23, 2020)

Students who miss a scheduled exam or quiz due to legitimate illness of themselves or a family member are eligible for a makeup. Please contact the instructor if you know you will miss a quiz or exam window due to illness, or ASAP in the event of missing the exam/quiz window to review makeup options. Be aware that the semester end date may limit the ability for the student to turn in work after the exam window has closed (especially for exam 4). Students who miss an exam or quiz and fail to contact the instructor during the course of the semester to request a makeup may receive a score of zero.

Late Work Policy (For all work assigned after March 23, 2020)

All lab due dates are suggested due dates. Assignments can be submitted at any time up through May 8th for full credit. Quizzes and Exams are open for a specific amount of time (usually 3-4 days) and so they do not fall under the late work policy. If a student misses a quiz or exam window, they should consult the above makeup policy.

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Course Schedule

Week	Day	Topics	Readings: White is W, Sampson is S
1	Jan 13 M Jan 15 W	1. Introduction 2. What is bone?	W16, 17 W1,2,3; S pgs 1-40
2	Jan 20 M Jan 22 W	No class MLK Jr. Day! 3. Neurocranium	W4 S pgs 40-98
3	Jan 27 M Jan 29 W	4. Neurocranium II 5. Viscerocranium	S pgs 40-98 S pgs 105-193
4	Feb 3 M Feb 5 W	6.Viscerocranium II *Lab 1*	S 105-193
5	Feb 10 M Feb 12 W	Practical Test #1 7.Dentition	W5, W p. 563, and Teeth handout
6	Feb 17 M Feb 19 W	*Lab 2 online/ no class* *Lab 2 online/ no class*	
7	Feb 24 M Feb 26 W	8.Dentition 9.Tooth formation	W6
8	Mar 2 M Mar 4 W	10.Vertebra column Practical Test #2	
☺	Mar 9 M	SPRING BREAK	SPRING BREAK
9	Mar 16 M	Extended spring break	
10	Mar 23 M	Ribs and Shoulder • Practice Quiz	W7-8
11	Mar 30 M	Arm, Wrist, and Hand • Quiz #3	W9-10
12	Apr 6 M	Arm, Wrist, and Hand • Lab 3 posted (due 4/13) • Exam 3	
13	Apr 13 M	Pelvis • Lab 4 posted (due 4/27)	W11, 18,19
14	Apr 20 M	Thigh and Leg • Quiz #4	W12, W20
15	Apr 27 M	Foot and ankle	W13, W23
16	May 4 M May 6 W	• Exam 4	

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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.

Handling human skeletal remains in this course: During every class students will be expected to handle a reproduction skeleton or actual human skeletal remains. We will review a number of rules regarding the handling of skeletal remains to ensure they are not damaged during the class. Failure to observe these rules can result in the instructor asking students to leave the classroom, which may affect their grade and participation in the course.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

All University resources, procedures, and guidelines are available online through the A&M-Central Texas Canvas Learning Management System [<https://tamuct.instructure.com/>] in the modules section.

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://www.tamuct.edu/student-affairs/student-conduct.html), [https://www.tamuct.edu/student-affairs/student-conduct.html].

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].

Copyright Notice.

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