

## Information on learning Anatomy & Physiology

### A Cara,

Welcome to your Diploma in Anatomy & Physiology, please take your time to read the information below very carefully, it will serve you best. If you need to clarify anything please feel free to get in touch with us, kind regards Majella

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### When learning anatomy, you will need to know the following:

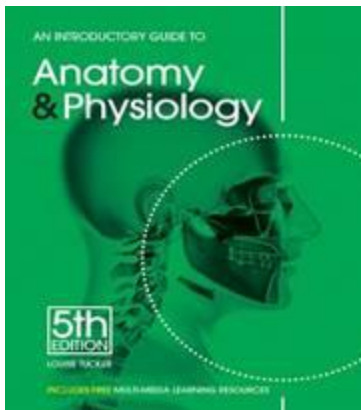
When you learn about Anatomy you will be learning about the anatomical systems of the body (e.g., skeletal system (bones), muscular system (muscles) etc. You will learn the functions of each system and how all the systems interact together. You will learn the pathologies (disorders/diseases of each system also).

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### Your Recourses:

#### 1. Course Book

Please source an Introduction to Anatomy & Physiology by Louise Tucker (see [www.bomar.ie](http://www.bomar.ie)) Irish company based in Wicklow will post out, usually very reliable. This book was written by ITEC as a support to their Diploma in Anatomy & Physiology. Many of the questions and language used on their examination paper have been taken from this book. It is essential as a study aid. You are welcome to use as many books as you wish.



#### 2. Green Tara College notes on Moodle.

You will see notes for various courses, there are many notes from various teachers, we suggest using them all and see which ones work best for you.

**Recorded Classes:** We have recorded each system so that if you are unable to make a class you may watch the recording.

**Revision:** You may in fact watch the recorded classes as often as you wish and take your time with them, they are there as a support for you

### **Power points**

You will also see power points for lectures that are used in class and may find them helpful

### **Quiz**

You will see questions and answers on each and every system. These are essential to your study. When you have studied a section, test yourself and keep testing yourself again and again.

If you can answer the quiz questions you can pass the assessment.

### **YouTube**

We recommend some YouTube videos in class to you

### **Online resources that work with the book**

Have a look at the inside covers of the book and there are some further resources that support the

### **Classes**

If you find a particular topic a challenge to learn such as 'The Cell' or the 'Nervous system' you are welcome to attend live zoom classes as often as you wish. I am attaching dates for live classes. We have lists on the website of what topic is being taught on a particular date. You may attend the same class as often as you wish via Zoom as many times as you wish there is no limit or no EXTRA FEE.

### **Tutor support**

If you find you do not understand a particular aspect and have worked hard and researched it, contact Majella and we will arrange for our tutor Carlo to give you guidance and clarification. Feel free to ask questions in class there is no such thing as a 'silly' question, they help everyone learn.

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### **Zoom – for ATTENDING Zoom Classes**

- The theory classes will be taught via zoom.
- You will need to **download zoom to your computer** & phone devices before the class if you do not already have it
- New to zoom? -You are required to **practice** getting into zoom before the class if you are new to zoom
- Ensure you **do not pay a fee**; we pay for zoom so you are using our zoom
- If your internet is giving problems ensure nobody else in the house is using the internet for anything during your log in time
- Keep your device plugged in as zoom uses a lot of battery

- GTC has excellent information on working with zoom **if you are new to it, here is the link**, scroll down the page and you will see the information

<https://www.greentara.ie/zoom-classes/>

**Each subject has its own individual zoom ID** e. g. Anatomy, Reflexology, Business, Energy Management

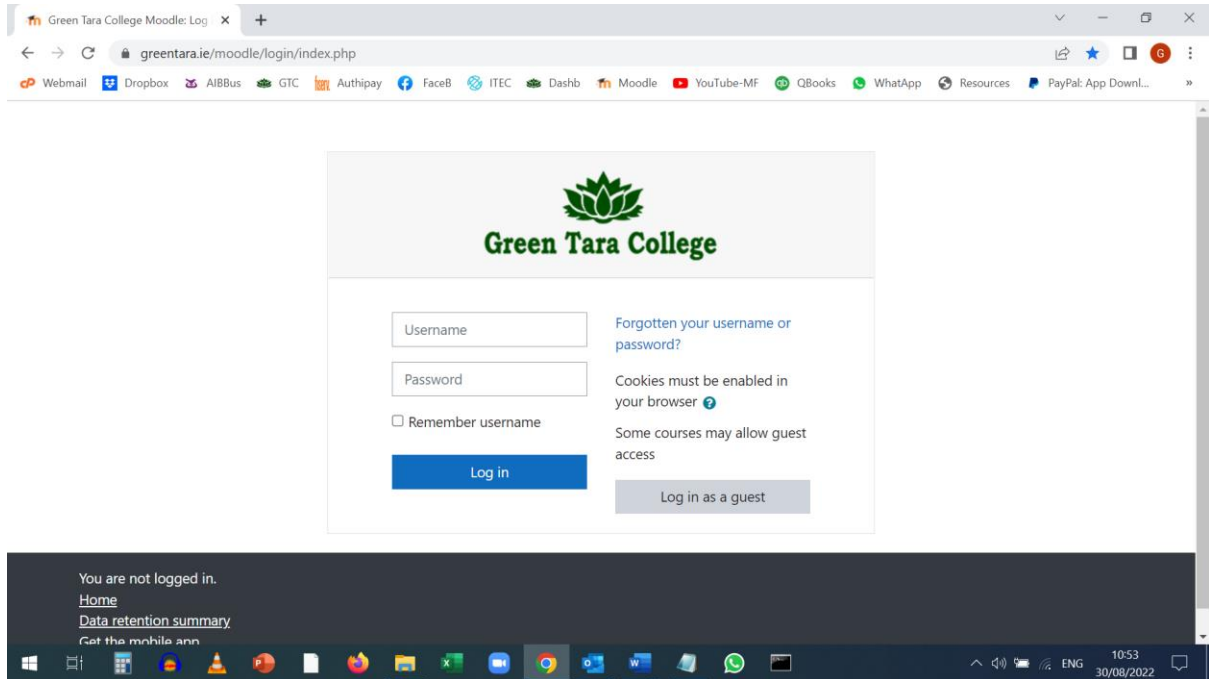
**The ZOOM link for these is at the top of each Moodle subject page-just click on the link to gain access.**

*Example: So for your first class go to the Anatomy Moodle page and click the link*

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## Moodle

- You will receive an invitation to our **Moodle educational system** which is an online system
- You will receive an email which instructs you of how to join.
- All your notes and announcements are on these pages.
- Please note **access is strictly for you only and all material is copyright©** You will receive this nearer the time
- It is the same Moodle topic for each module in Anatomy always  
If you have **taken a course with us before and used Moodle** in that course before you will use the same log in, you will **NOT** receive a new email, **just log in and then search for the ITEC Diploma** in Anatomy & Physiology, you will have access to that
- There is an individual Moodle topic for each module, you will gain access to these modules one week before that course is due only  
If you are unable to remember your password go to the page below on our website [www.greentara.ie](http://www.greentara.ie) and use the email you gave us originally to generate a new one, thank you



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### Code of Ethics

We would appreciate if you would kindly **read the code of ethics attached here**, it a requirement of all professional teaching schools to provide it and also for you to read it. If you read it before class, it will save a lot of time on the day, thanks so much

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### What's App group

**We use what's app as a way of connecting the group together, making announcements and subject discussion. We urge you to join, all the conversations are confidential on it.**

<https://chat.whatsapp.com/Fc5dcRGIFHD9nJt5bjguuL>

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**Link to the Anatomy page on our website:**

<https://www.greentara.ie/course-anatomy-physiology/>

## Frequently asked questions:

### **How long do I have to complete the course?**

You can complete the course as quickly as you wish or take as long as you need. Some people take one system and study it over one month; some people will do it in a week and others faster. It all depends on your time availability.

### **Are there any assignments?**

No there are no mandatory assignments just an end of course examination. We give a small multiple choice question paper on the system last taught at last class; it is a learning tool for you.

### **What is the final ITEC assessment format?**

The examination is a multiple-choice paper consisting of 50 questions.

You have 55 minutes to complete the paper.

It has one question with four possible answers (the correct one being on the paper)

ITEC describe it as one stem and 3 'distractor' questions

If you follow the quiz questions available it will help you pass the paper.

Marks are as follows: 50% = pass. 75% = credit. 90% = distinction.

**You have the option of taking the examination via computer or you can sit an actual physical paper (when allowed regarding current Covid-19) the paper and answers are returned to ITEC for marking.** This can take a number of weeks.

### **How do I book the examination?**

You must give us eight weeks' notice in writing, this is an ITEC regulation.

We also run exams the second Saturday in December each year and the Saturday of the bank holiday weekend in May each year. You could also aim for those dates if you wish or choose your own, individual exams are not available on weekend dates.

### **Where do I take the examination?**

You can take via zoom under supervision or inhouse with an actual paper exam at Green Tara College, Navan, under supervision as required by ITEC or via Zoom and the ITEC website.

### **What happens if I do not pass the examination?**

You can re-sit the paper as many times as you wish and we are happy to facilitate this. Please note there is an additional examination booking fee each time.

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**How much do I need to know?**

Anatomy is such a large subject sometimes people become confused on how much they need to know.

Please see the **syllabus** which is the document provided by ITEC that informs you of what you need to learn and understand and know. You do NOT need to know anything more than what is on the syllabus. **The syllabus is the most important document** you have. You are required to understand and learn everything on the syllabus. This is what you are then examined on.

Please note the book may **not** have everything that is in the syllabus so then go to the notes etc.

**How do I start?**

Start with whichever system you wish to attend; it does not have to be in order.

Regarding getting ahead yourself start with the book and the first chapter then the Cell then the Tissues. Please note the cell is often seen as the most 'challenging' system in the book so avoid worrying too much, you just need to keep repeating it and as you learn more it will make sense.

Learn one chapter and test yourself when you feel you know it.

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**Please feel free to phone us to clarify anything and remember we support, encourage and work to meet your individual needs excellently throughout the year!**

**Best wishes Majella 0868635241/0469060600**