In the Human Physiology Course 2014-2015, **YOU** are responsible for:

- knowing the schedule and room locations for all sessions and exams.
- reading all announcements and knowing schedule changes posted in class, on TMedWeb, or on MyTulaneBlackboard.
- checking MyTulaneBlackboard, preferably twice daily (early AM & late PM), for announcements and assignments.
- knowing all the material in the “Student Guide” section in your handout packet (also on Blackboard), reviewing this information periodically, and abiding by course policies.
- keeping up to date with all the material presented in lectures, PBL sessions, and problem sets (Note: students who rely on subscription class notes as their prime source of information likely will have difficulty in achieving this goal).
- Preparing in advance for all PBL sessions by looking up the assigned terms, drugs, and practicing proper pronunciation of each.
- knowing answers to the clinical problems and the PBL cases and meeting all the learning objectives provided with each handout and PBL exercise.
- studying actively and solving problems and answering all questions in the problem sets and handouts accompanying the lectures.
- reporting absences from exams promptly to both Dr. Kreisman and the Office of Student Affairs.
- understanding and accepting that travel plans (e.g., to or from family gatherings, weddings, etc.) that interfere with exam dates are not accepted as valid excuses for missing exams.
- testing your knowledge objectively (e.g., by using on-line practice exams and answering questions in physiology text or review books) well enough in advance of examinations to correct inadequacies.
- getting help promptly from physiology faculty on course material that is difficult for you.
- Participating in course evaluation surveys, providing responsible, constructive feedback in course evaluations and not venting anger or frustration in your responses.
- understanding that the faculty always stand ready to assist you with learning the material.
- Finally, and most importantly, understanding that the quality of your learning experience and your professionalism is important to your future patients; **they** are the focus of the entire medical education enterprise.

I accept responsibility for the above.

Signed ___________________________ Date ______________