



INSTRUCTIONAL PACKAGE

DAT 118
Dental Morphology

Effective Term
Fall 2024/Spring 2025/Summer 2025

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: Fall 2024

COURSE PREFIX: DAT118

COURSE TITLE: Dental Morphology

CONTACT HOURS: 4

CREDIT HOURS: 2

RATIONALE FOR THE COURSE:

This course covers the embryogenesis and histology of human head and neck structures with emphasis placed upon differences between normal, variant, and/or defects of oral structures during the development process. Formation, eruption patterns, and morphology of both primary and permanent dentitions are studied, in addition to the three most recognized methods of dental charting.

COURSE DESCRIPTION:

This course emphasizes the development, eruption, and individual characteristics of each tooth and surrounding structures.

PREREQUISITES/CO-REQUISITES:

PREREQUISITES:

Admittance into the Expanded Duty Dental Assisting Program

CO-REQUISITES:

DAT 127 Dental Radiography

DAT 113 Dental Materials

DAT 154 Clinical Procedures

DAT 174 Office Rotations

***Online/Hybrid** courses require students to complete the [Distance Learning Orientation Video](#) prior to enrolling in an online course.

REQUIRED MATERIALS:

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

TECHNICAL REQUIREMENTS:

2024-2025

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.

Access to myHGTC portal for student self-services.

College email access – this is the college's primary official form of communication.

STUDENT IDENTIFICATION VERIFICATION:

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

* Please refer to the HGTC Dental Sciences Program Manual for additional policies on classroom etiquette.

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

- Name and identify normal head, neck, and tooth development, as well as various anomalies associated said structures.
- Knowledge of fundamental terminology and nomenclature related to specific external and internal morphological characteristics of human dentition.
- Principal knowledge necessary concerning anatomic and physiologic considerations as it relates to the form and function of human teeth.
- Describe the embryonic development of the human face, oral cavity, and various pathologic conditions that may arise from improper development.
- Describe the process of tooth development and eruption.
- Describe the processes involved in root resorption, the shedding of primary teeth, and then the following replacement of the deciduous dentition by their permanent counterparts.
- Describe the development and basic histological characteristics of enamel, dentin, dental pulp, cementum, periodontal ligament, and alveolar bone
- For both the deciduous and permanent dentition, state the name, function, and eruption

sequence of each tooth.

- Discuss the Universal, Palmer, and FDI systems of numbering the teeth; identify a tooth by its number, symbol, alphabetical order, and/or any of stated three, depending on the tooth.
- List the anatomical characteristics of both the crown and the root for permanent and primary teeth.
- Describe and identify the ideal and different types of malocclusion using Angle's classification.

****Students – please refer to the Instructor's Course Information sheet for specific information on assessments and due dates.***

GENERAL EDUCATION OUTCOMES:

Module 1

Material Covered: Ch. 5 Head and Neck Anatomy

Assessment: Test, Homework, Final Exam, Lab activities

Objectives:

1. List and identify the landmarks of the face and the oral cavity, including the tongue, floor of the mouth, and salivary glands.
2. List and identify the bones of the cranium and the face as well as the landmarks on the maxilla and the mandible.
3. Identify the parts of the temporomandibular joint (TMJ) and describe how the joint works.
4. List and identify the muscles of mastication, facial expression, the floor of the mouth, the tongue, the throat, the neck, and the shoulders. Explain their functions.
5. List and identify the nerves of the maxilla and the mandible.
6. List and identify the arteries and veins of the head and the neck.

Module 2

Material Covered: Ch. 6 Landmarks of the face and oral cavity

Assessment: Test, Homework, Final Exam, Lab activities

Objectives:

1. Identify landmarks in each region of the face
2. Identify landmarks in the oral cavity
3. List the structures in each division of the oral cavity
4. Discuss the soft tissues that surround the dentition
5. Identify all key terms listed in the chapter

Module 3

Material Covered: Ch. 7 Embryology and Histology

Assessment: Test, Homework, Final Exam, Lab activities

Objectives:

1. Identify the terms and times of the three prenatal phases of pregnancy.
2. Describe how the human face develops and changes during the zygote and embryonic phases.
3. Describe the life cycle of a tooth and identify the stages.
4. Identify the four primary structures of the tooth and the location and function of each.
5. Identify the substances of enamel, dentin, cementum, and pulp and their identifying marks.
6. Identify the components of the periodontium and the considerations of the alveolar bone.
7. Describe the structures of the gingiva and the mucosa.

Module 4

Material Covered: Ch. 8 Dental Anatomy

Assessment: Test, Homework, Final Exam, Lab activities

Objectives:

1. Identify the dental arches and quadrants using the correct terminology.
2. List the primary and permanent teeth by name and location.
3. Explain the eruption schedule for the primary and permanent teeth.
4. Identify the different divisions of the tooth, including clinical and anatomical divisions.
5. Identify the surfaces of each tooth and their locations.
6. List the anatomical structures and their definitions.
7. Describe each permanent tooth according to location, anatomical features, morphology, function, position, and other identifying factors.
8. Describe each deciduous (primary) tooth according to its location, anatomical features, morphology, function, position, and other identifying factors.

Module 5

Material Covered: Supplemental material

Assessment: Test, Homework, Final Exam, Lab activities

Objectives:

1. Explain why charting is used in dental practices.
2. Identify charts that use symbols to represent conditions in the oral cavity.
3. List and explain the systems used for charting the permanent and deciduous dentitions.
4. Define G.V. Black's six classifications of cavity preparations.
5. List common abbreviations used to identify simple, compound, and complex cavities.
6. Describe basic dental charting terminology.
7. Explain color indicators and identify charting symbols.

Lab Modules:

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:

Students' performance will be assessed, and the weight associated with the various measures/artifacts are listed below. Lecture and Lab need to be passed with a 77% independently of each other to pass the course.

EVALUATION*

Lecture: 60%

Tests	57%
Quizzes	20%
Final Exam	20%
Professionalism	3%
	100%

Lab: 40%

Lab Activities	97%
Professionalism	3%
	100%

****Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.***

GRADING SYSTEM:

A=90-100

B=80-89

C=77-79

D=70-76

F=69 and below

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all of your classes during that

period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Part V: Student Resources



THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring, contact the SSTC at ssc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email ssc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.



STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following free resources:

1. **Getting around HGTC:** General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. Use the [Online Resource Center \(ORC\)](#) including Office 365 support, password resets, and username information.
3. **In-person workshops, online tutorials and more services** are available in Desire2Learn, Student Portal, Degree Works, and Office 365.
4. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.



HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries are equipped with computers to support academic research and related school work; printing is available as well. Visit the [Library](#) website for more information or call (843) 349-5268.

STUDENT TESTING:

Testing in an **online/hybrid** course and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L.
- Test administered in writing on paper.
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

Furthermore, tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability Services staff will review documentation of the student's disability and, in a confidential setting with the student, engage in an interactive process to develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided. Students will need to reach out to the Accessibility and Disability Services staff each semester to renew their accommodations.

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College shall not discriminate in employment or personnel decisions or in student admissions or in student decisions, or in all other segments of the College community on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation, in the educational programs and activities which it operates, and the college is prohibited from discrimination in such manner by applicable laws. Practices and requirements for nondiscrimination extend to the enrollment of students in programs and activities of the College and employment by the College.

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Tamatha Sells, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5218, tamatha.sells@hgtc.edu or to the US Department of Education Office of Civil Rights. (Telephone: 800-421-3481/Email: OCR@ed.gov).

Other employee and applicant inquiries concerning the federal laws and their application to the College may be directed to Jacquelyne Snyder, Vice President,

Human Resources and Employee Relations & the College's Affirmative Action/Equal Opportunity Officer, Horry-Georgetown Technical College, Building 200C, Room 205B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, jacquelyne.snyder@hgtc.edu.

Other student and prospective student inquiries concerning the federal laws and their application to the College or any student decision may be directed to Dr. Melissa Batten, Vice President, Student Affairs, Section 504 & Title II Coordinator Horry-Georgetown Technical College, Building 1100C, Room 107A, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, melissa.batten@hgtc.edu.

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

For more information, contact Tamatha Sells, Title IX Coordinator, Conway Campus, Building 1100C, Room 107B, 843-349-5218, tamatha.sells@hgtc.edu.

PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the [**Pregnancy Intake Form**](#).