



INSTRUCTIONAL PACKAGE

RAD 103

Introduction to Computerized Tomography

201810
Fall /2018

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: 201810

COURSE PREFIX: RAD 103

COURSE TITLE: Introduction to Computed Tomography

CONTACT HOURS: 2

CREDIT HOURS: 2

RATIONALE FOR THE COURSE: This course will introduce the 2nd year radiography student to the CT department.

COURSE DESCRIPTION: This course is a study of the technological developments behind computed tomography, an overview of scanner components, terminology, data acquisition, digital imaging, image reconstruction, display and manipulations. Current applications will be explored, including patient screening, contract utilization and administration, contrast reactions and treatment, pediatrics, conscious sedation and monitoring, and radiation protection.

PREREQUISITES: Acceptance to the Radiologic Technology Program.

REQUIRED MATERIALS:

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE](#).

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

Part II- Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

List Assessments and Learning Outcomes for each module.

LISTED BELOW ARE THE STUDENT LEARNING OUTCOMES FOR THIS COURSE. THESE LEARNING OUTCOMES DEFINE WHAT KNOWLEDGE AND SKILLS A STUDENT WILL POSSESS AFTER SUCCESSFUL COMPLETION OF THIS COURSE.

Course Student Learning Outcomes– Upon completion of the course the student will:

1. List and describe the various generations of computed tomography imaging systems
2. Describe CT image characteristics of image matrix, Hounsfield unit, and sensitivity profile.
3. Discuss image quality as it relates to spatial resolution, contrast resolution, noise, linearity, and uniformity.
4. Uses correct directional terms and regional terms to refer to specific areas of the body
5. Discuss the divisions of the mediastinum, heart and great vessels
6. Identify thoracic, abdominal, pelvic, head and vertebral cross sectional anatomy
7. Describe anatomical relationships between body organs and body cavities
8. State anatomical landmarks of regions of the body

Part III: Grading and Assessment

Exams and assignments comprise your grade. Grading scale is as follows:
92-100- A The raw score is weighted as follows:
83-91- B Exams , Assignments- .80
74-82- C Presentation- .20
65-73- D
64 and below- F

Presentation- You will research, prepare and give a presentation to your peers in class during the 12th-15th week of the semester. You must choose a topic, and have it approved by . Your presentation must be 10 minutes in length (not less). You must use 5 sources of information and one of these must be a professional journal. Prior to your presentation you must hand in a 4-5 page paper on the same topic as presentation as well as your references. Paper must be double spaced, 12font, and follow proper College English. Your grade will be based on the following areas: Each section will be graded as follows:

Vocabulary	5 points maximum
Content	20 points maximum
Preparedness	15 points maximum
Comprehension	10 points maximum
Collaboration with Peers	5 points maximum
Organization of report	10 points maximum
Quality of Information (paper)	20 points maximum
Mechanics (paper)	10 points maximum
References	5 points maximum

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

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 ([ACADEMIC CALENDAR](#)). 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 eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course. However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

In this class a student must not exceed 3 absences. An oral, written warning will result after your 1st absence. A 2nd absence results in a written warning and a 3rd absence results in a final, written warning. Any further absence is grounds for dismissal.

If a student must be absent on the day of an assigned test or quiz the student must call the instructor within 24 hours to schedule a make-up test.

Tardy Policy:

Students should be on time. It will be the policy that after the third tardy, the student will receive a verbal, written warning and be charged one day absent. After the 6th tardy, the student will be charged with an additional absence. A 7th tardy will result in termination from the radiology program.

If a student arrives 10 minutes after scheduled start time, they will be charged with an absence.

Make-up Test Policy:

The student must call the instructor within 24 hours of the missed test time. If the student fails to call the instructor they will not be permitted to take a make-up exam. If the student does make the required call, they may make-up the test on the following scheduled class time.

Part V: Student Resources

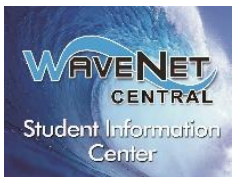


The Student Success and Tutoring Center (SSTC)

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

1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455. Room locations and Live Chat is available on the SSTC website.



Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Student Testing: (If course is offered in multiple format include this section, delete if only F2F sections are offered.)

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more 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 RPNOW, 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 Jocelyn Williams, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student's disability and, in a confidential setting with the student, 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.

Statement of Equal Opportunity/Non-Discrimination Statement

Horry Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, gender identity, or pregnancy in educational programs and/or activities.

Title IX Requirements

Horry Georgetown Technical College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Any student who believe he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking is encouraged to report such incidents to one of the College's Title IX Coordinators.

*Faculty and Staff are required to report incidents to the Title IX Coordinators 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).

Inquiries regarding the non-discrimination policies:	
Student and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Associate Vice President for Student Affairs.	Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Associate Vice President for Human Resources.
Dr. Melissa Batten, AVP Student Affairs <i>Title IX Coordinator</i> Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 Melissa.Batten@hgtc.edu	Jacquelyne Snyder, AVP Human Resources <i>Section 504, Title II, and Title IX Coordinator</i> Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu