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## **Preface**

*Understanding Human Anatomy and Physiology, 5th ed.* covers all the basic information that is needed to have a general understanding of the structure and function of the human body. This Instructor's Manual/Test Item File is designed to assist instructors as they plan and prepare for classes using *Understanding Human Anatomy and Physiology*. I hope you will find using the textbook and its ancillaries enjoyable and rewarding.

## **Organization of the IM**

### *Chapter Summary and Chapter Outline*

For every chapter in the text, the IM contains an overview and outline. The summary is a general description of the chapter content and the outline provides a quick survey of the chapter's organization and approach.

### *Suggested Student Activities*

Several types of activities correlated to each chapter are listed for use in promoting classroom discussion or as student assignments.

### *Answers to Objective Questions and to Medical Terminology Reinforcement Exercises*

Each chapter in the textbook ends with Objective Questions and a Medical Terminology Reinforcement Exercise. The answers to the Objective Questions and the Medical Terminology Reinforcement Exercises can be found in the corresponding chapters in the Instructor's Manual.

### *Audiovisual Materials*

Each chapter ends with a listing of many types of audiovisual aids useful in the classroom and coordinated to the chapter's topics. A reference to audiovisual materials is found at the end of the IM and includes addresses for obtaining suggested films.

### *Test Item File*

The second half of the Instructor's Manual is a test item file containing objective questions and essay questions with answers for each chapter in the textbook.

### *Transparencies*

A set of 100 overhead transparencies also accompanies *Understanding Human Anatomy and Physiology*. These transparencies feature art found in the text. A list of these transparencies appears on the following page.