



Student Success Office

Tidbits for Success

Reference Guide for

Success in [HLT 141](#)

Welcome to the exciting world of Medical Terminology! Learning Medical Terminology can initially seem like studying a strange new language. However, once you begin to understand some of the basic rules about how medical terms are formed using word building, it will become like putting together a puzzle. I look forward to helping your learning base grow.

Here are a few tidbits to help your assignment submissions easier:

1. Make sure you have a good internet connection and updated software. If you don't, contact PVCC IT and they will provide it to you as a PVCC student. PVCC's library is a great place if you need an area with a good internet connection. Also, download the PVCC app to your phone to access notifications and assignments. If you can't get to your laptop, you can use your phone to submit assignments.
2. Don't wait until the last hour to submit assignments. Other students are submitting things too, and sometimes the system gets really slow.
3. Manage your time. Excuses like "I got really busy and I forgot, I had to work late, my computer died, or something came up are not excuses that will allow you to make up assignments and quizzes.
4. Remember you will need a "documented" excuse (Physician, COVID, Funeral Obituary, etc.) to make up exams. I am very willing to work with you.
5. As stated in the syllabus, the lowest assignment and quiz grade is dropped at the end of the semester. Therefore, use this drop wisely because as the semester continues things will get very busy.
6. There are Instructor Tidbits for each chapter in the Canvas course, that will key in on certain pages with concepts that you will need to focus on. They will be extremely helpful when taking weekly assignments and quizzes.
7. I give a mid-term exam review and a final exam review that the student can take as many times as they like. It is ungraded. It helps the student to prepare for the actual mid-term and final exam.