



**The University of New South Wales  
School of Medical Sciences  
Department of Anatomy**

**ANAT 2241 Histology: Basic and  
Systematic**

**Semester 1, 2015  
Laboratory Handbook**

**Edited by: P. de Permentier, Course Convenor**

## Index

<b>General Information</b>	2
Course aim and student learning outcomes	2
Timetable	3
Assessments	4
Textbooks, Study & revision facilities	5 & 6
Plagiarism	6 & 7
H&S, Consideration and Equity & Diversity	8&10
General advice for studying slides and histology resources	11 & 12
<b>Laboratory Classes:</b>	
Week 1: Topic A: The Virtual Microscope, Histological techniques, Artefacts, Stereology, Electron microscopy and Cell Ultrastructure Topic B: Covering and lining epithelia	13
Week 2: Topic A: Glandular epithelia Topic B: Connective tissue I: Components	20
Week 3: Topic A: Connective tissue II: Types Topic B: Bone, Bone Formation and Joints	25
Week 4: Topic A: Blood and Blood formation Topic B: Muscle	30
Week 5: Topics A and B: Nervous tissue (PNS and CNS)	35
Week 6: Topic A: Cardiovascular System Topic B: Respiratory System	38
<b>Week 7: MID-SESSION EXAMINATIONS ARE TO BE HELD ON MONDAY IN THE LECTURE TIMESLOT PLUS 1 HOUR EXTRA i.e. 4pm to 6pm (Tuesday lecture and the practicals this week will be conducted as NORMAL).</b>	43
Week 8: Topic A: Integumentary System Topic B: Liver, Gallbladder, and Pancreas	44
Week 9: Topic A: Gastro-intestinal system I Topic B: Gastro-intestinal system II	49
Week 10: Topic A: Lymphatic tissue/ Immune System Topic B: Endocrine System	54
Week 11: Topic A: Urinary System Topic B: Female Reproductive System	59
Week 12: Male Reproductive System Topic B: Special Sense Organ: The Eye	64
Week 13: Revision	

## **ANAT2241 Histology: Basic and Systematic**

**COURSE CONVENOR and LECTURER: Patrick de Permentier.**

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### **DEMONSTRATORS:**

Merryn Brettle

Benjamin Rowlands

### **UNITS OF CREDIT**

ANAT2241 Histology: Basic and Systematic is a 6UOC course. It is offered in the Anatomy major in the BSc and BMedSc programs. As a pre-requisite to PATH2201 Processes in Disease, it provides a vital link to the study of disorders when examined microscopically. Students need to understand normal histological morphology of cells, tissues and organs before they can appreciate pathological conditions of tissues under the virtual microscope.

### **COURSE AIM AND STUDENT LEARNING OUTCOMES**

The aim of this course is to provide students with a thorough understanding of the microscopic appearance and function of normal structures in the human body. This allows students to integrate this information with other disciplines such as Gross Anatomy, Pathology, and Physiology.

The **Basic Histology component** of the course will concentrate on the microanatomy of the **four basic tissues**, namely: epithelial tissue, including glandular tissue, connective tissue, muscular tissue, and nervous tissue. **Lectures** will give you the outline of the topic, but you are expected to supplement the information with private study. The **laboratory sessions** are directly linked to the lectures. At the end of each laboratory class, make sure you have covered, and understand, the specific objectives. Discussion during the class is encouraged. Each laboratory class may have one or more questions to be answered. These questions are meant to promote enquiry and discussion. The teachers act as facilitators, to guide you.

The **Systematic Histology component** of the course will investigate how these basic tissues combine to form **organs**, which operate together to maintain homeostasis. By convention, organs, which work together to achieve a particular function are grouped together as **systems** (e.g. respiratory system, etc.). You are encouraged to use the computers during class and for private revision. In addition, external virtual microscopy databases are continually being installed in the computers to allow greater access to a variety of microscopic material.

## GENERAL INFORMATION ABOUT HISTOLOGY

Anatomy is the study of the structure of organs and tissues at the **MACROSCOPIC (or gross) level**. Histology is the study of organ and tissue structure at the **MICROSCOPIC** level - it can be considered as microanatomy. Histology provides an insight into how cellular components are structurally and functionally related. It draws its foundations in Biochemistry, Molecular Biology and Physiology as well as Gross Anatomy. Histology provides valuable information on why tissues and organs are shaped as they are. Histology is one of the bases of biomedical sciences. Modern histological techniques allow us to explore and gain understanding of biochemical and physiological processes and how these are changed when structure is changed, as occurs, for instance, in many disease processes. By the end of this course, students should have a thorough understanding of the tissues and systems of the body by microscopic examination and to apply their knowledge to functional states examined in Physiology and diseased states examined in Pathology.

<b>Histology of Basic Tissues and Systems</b>		
<b>Week</b>	<b>Lecture Dates</b>	<b>Lecture and Laboratory Class Topics</b>
1 A	2/3	Introducing the course
1 B	3/3	Covering and Lining Epithelia
2 A	9/3	Glandular Epithelia
2 B	10/3	Connective tissue I: Components
3 A	16/3	Connective tissue II: Types
3 B	17/3	Bone, Bone Formation and Joints
4 A	23/3	Blood
4 B	24/3	Muscle
5 A	30/3	Nervous tissue (PNS)
5 B	31/3	Nervous tissue (CNS)
		<b>NO PRACTICALS IN WEEK 5 DUE TO GOOD FRIDAY. MID-SESSION RECESS 5/4/15 TO 12/4/15</b>
6 A	13/4	Cardiovascular system
6 B	14/4	Respiratory system
		<b>The Monday lecture of Week 7 is allocated for the Mid-Session Theory and Practical Examinations. The Tuesday lecture and the practicals of this week will be conducted as normal.</b>
7 B	21/4	Integumentary system
8 A	27/4	Liver, Gallbladder and Pancreas
8 B	28/4	Gastro-intestinal system I
9 A	4/5	Gastro-intestinal system II
9 B	5/5	Lymphatic tissue and the Immune system
10 A	11/5	Endocrine system
10 B	12/5	Urinary system
11 A	18/5	Female reproductive system
11 B	19/5	Male reproductive system
12 A	25/5	Eye
13		<b>REVISION IN THE PRACTICAL TIME SLOTS Final Practical Examination (date, time and place to be announced)</b>

## **COURSE FORMAT**

The course involves **6 hours per week** of instruction in two three-hour blocks. Each block involves a 2 x 1-hour lectures followed by a 3-hour practical class where students under the guidance of demonstrators will employ a computer to examine virtual slides of microscopic material.

## **TIMETABLE**

### **Lectures**

**Monday 4pm - 5pm, Science Theatre**

**AND**

**Tuesday 9 am - 10 am, Law Theatre G04**

**(All lectures are conducted from Weeks 1 to 12).**

### **Laboratory Sessions**

#### **Group A**

Thursday 9 am – 12 noon, Rooms G6 & G7, Wallace Wurth Building  
(Weeks 1 to 12)

#### **Group B**

Friday 10 am – 1 pm, Rooms G6, & G7, Wallace Wurth Building  
(Weeks 1 to 12)

**Group B is repeated material, which was delivered in Group A.**

**NOTE: You must remain in your allocated Laboratory timeslots.**

## **ASSESSMENTS**

### **1. Practical exams**

There will be TWO practical exams, a Mid-Session one (**Monday April 20**) and a Final practical exam at the end-of-Session.

### **2. Written examinations**

There will be TWO written papers. The first one is in Mid-Session immediately before the Mid-Session Practical examination on **Monday April 20** and the second one is at the end of the Session.

<b>ASSESSMENTS</b>	<b>MARKS</b>
Mid-Session Practical Exam	10%
Mid-Session Theory Exam	20%
Final Practical Exam	30%
Final Theory Exam	40%

Practical and theory examinations are based on specific objectives, learning activities and lecture material. In practical examinations, you will be expected to be able to identify microscopic structures (cells and tissues) studied during the laboratory sessions as well as provide some brief functions. The examination is designed to test the understanding of the microscopic organisation of the normal tissues of the human body and relate them to their functional importance.

## **TEXTBOOKS**

Several books provide adequate coverage of the material in this course. A number of suggestions have been included on the following list. An atlas on its own usually only covers the practical part of the course, so you will need access to a textbook to cover the theory part of the course.

### **Combined Texts and Atlas**

Young, B., O'Dowd, G. and Woodford, P. (2014)  
*Wheater's Functional Histology. A Text and Colour Atlas* 6th ed. Churchill Livingstone, Edinburgh.

Meshner, A. (2013)  
Junqueira's *Basic Histology Text & Atlas* 13<sup>th</sup> ed, McGraw-Hill.

### **Atlas**

Eroschenko, V.P. and di Fiore M.S.H. (2013)  
*di Fiore's Atlas of Histology with functional correlations.* 12th ed Wolters Kluwer / Lippincott, Williams & Wilkins Int., Baltimore.

## **ATTENDANCE**

In accordance with University regulations, students must attend **at least 80%** of all scheduled learning activities (lectures and practicals).

## **STUDY AND REVISION FACILITIES**

The histology laboratories in rooms G06 and G07 of the Ground Floor of the Wallace Wurth building are generally open from about 8 am to 5.30 pm Monday to Friday.

They may be used by students during these hours, provided the rooms are not required for other classes. The laboratories are closed on weekends and public holidays.

**Laboratory coats are NOT required in the histology laboratories. Food and drinks are NOT allowed in the laboratories.**

## **OFFICIAL COMMUNICATION BY EMAIL**

All students in the course ANAT2241 Histology: Basic and Systematic are advised that email is now the official means by which the School of Medical Sciences at UNSW will communicate with you.

All email messages will be sent to **your official UNSW email address** (e.g., z1234567@student.unsw.edu.au) and, if you do not wish to use the University email system, you **MUST** arrange for your official mail to be forwarded to your chosen address.

The University recommends that you check your mail at least every other day. Facilities for checking email are available in the School of Medical Sciences and in the University library.

Further information and assistance is available from DIS-Connect, Tel: 9385 1777.

Free email courses are run by the UNSW Library.

## **ACADEMIC HONESTY AND PLAGIARISM**

The School of Medical Sciences will not tolerate plagiarism in submitted written work. The University regards this as academic misconduct and imposes severe penalties. Evidence of plagiarism in submitted assignments, etc. will be thoroughly investigated and may be penalized by the award of a score of zero for the assessable work. Flagrant plagiarism will be directly referred to the Division of the Registrar for disciplinary action under UNSW rules.

### **What is plagiarism?**

Plagiarism is the presentation of the thoughts or work of another as one's own\*  
Examples include:

- direct duplication of the thoughts or work of another, including by copying work, or knowingly permitting it to be copied. This includes copying material, ideas or concepts from a book, article, report or other written document (whether published or unpublished), composition, artwork, design, drawing, circuitry, computer program or software, web site, Internet, other electronic resource, or another person's assignment without appropriate acknowledgement;
- paraphrasing another person's work with very minor changes keeping the meaning, form and/or progression of ideas of the original;
- piecing together sections of the work of others into a new whole;
- presenting an assessment item as independent work when it has been produced in whole or part in collusion with other people, for example, another student or a tutor; and,
- claiming credit for a proportion a work contributed to a group assessment item that is greater than that actually contributed.† Submitting an assessment item that has already been submitted for academic credit elsewhere may also be considered plagiarism.

The inclusion of the thoughts or work of another with attribution appropriate to the academic discipline does *not* amount to plagiarism. Students are reminded of their Rights and Responsibilities in respect of plagiarism, as set out in the University Undergraduate and Postgraduate Handbooks, and are encouraged to seek advice from academic staff whenever necessary to ensure they avoid plagiarism in all its forms. The Learning Centre website is the central University online resource for staff and student information on plagiarism and academic honesty. It can be located at: [student.unsw.edu.au/plagiarism](http://student.unsw.edu.au/plagiarism) and [student.unsw.edu.au/conduct](http://student.unsw.edu.au/conduct)

The Learning Centre also provides substantial educational written materials, workshops, and tutorials to aid students, for example, in:

- correct referencing practices;
- paraphrasing, summarizing, essay writing, and time management;
- appropriate use of, and attribution for, a range of materials including text, images, formulae and concepts.

Individual assistance is available on request from The Learning Centre. Students are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting, and the proper referencing of sources in preparing all assessment items.

\* Based on that proposed to the University of Newcastle by the St James Ethics Centre. Used with kind permission from the University of Newcastle.


† Adapted with kind permission from the University of Melbourne.

Appropriate citation of sources therefore includes surrounding any directly quoted text with quotation marks, with block indentation for larger segments of directly quoted text. The preferred format for citation of references is an author-date (APL) format with an alphabetically arranged bibliography at the end of the assignment. Note that merely citing textbooks or website URLs is unlikely to yield a bibliography of satisfactory standard. The Internet should be avoided as a primary source of information. Inclusion of appropriate journal articles, both primary research publications and reviews, is usually expected.

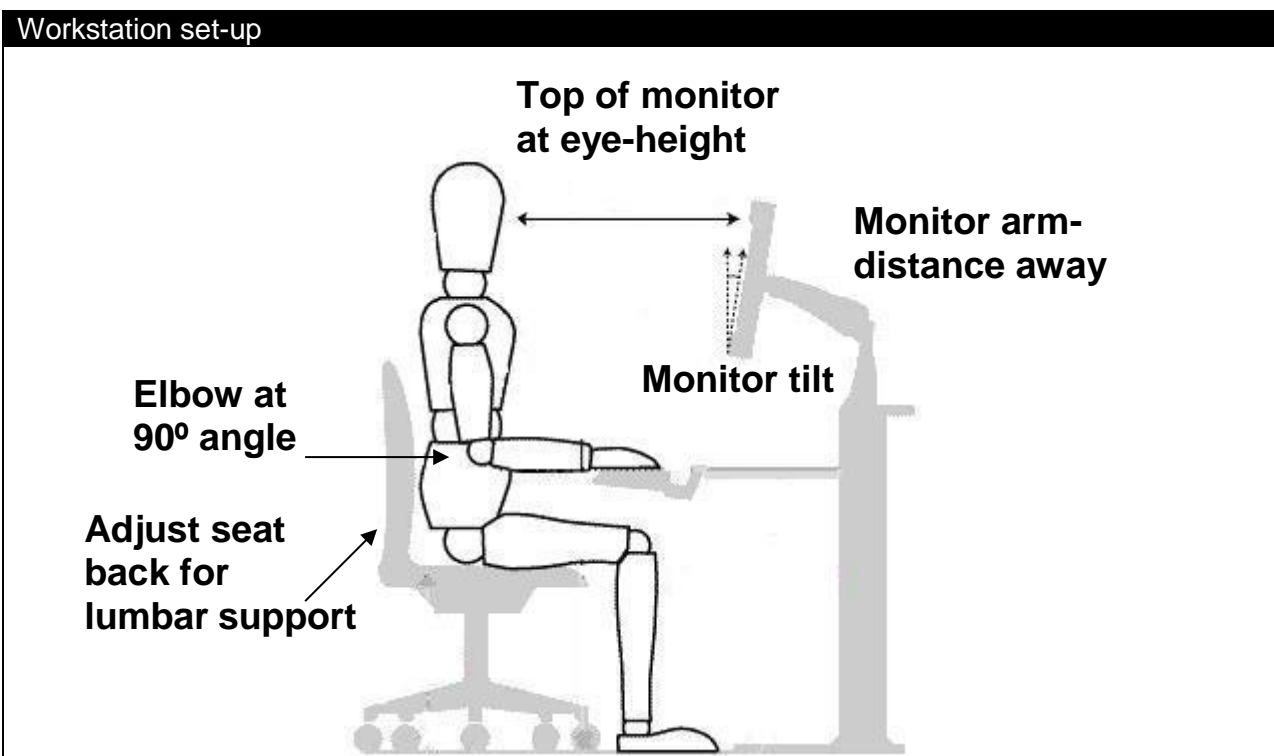


**HEALTH AND SAFETY GUIDELINES**

Generic Safety rules for the School of Medical Sciences can be found at: [www.safety.unsw.edu.au](http://www.safety.unsw.edu.au)

ScienceTeaching Laboratory Student Risk Assessment	 <b>UNSW</b> <small>THE UNIVERSITY OF NEW SOUTH WALES</small>	ANAT2241 in G6/G7 Wallace Wurth building Practicals from weeks 1 to 12 in Semester 1, 2015.
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Hazards	Risks	Controls
Ergonomics	Musculoskeletal pain.	Correct workstation set-up.
Electrical	Shock/fire	Check electrical equipment in good condition before use. All electrical equipment tested and tagged.



**Personal Protective Equipment**

Not necessary in these practicals (see note).

**Emergency Procedures**

In the event of an alarm, follow the instructions of the demonstrator. The initial sound is advising you to prepare for evacuation and during this time start packing up your things. The second sound gives instruction to leave. The Wallace Wurth assembly point is the lawn in front of the Chancellery. In the event of an injury, inform the demonstrator. First aiders and contact details are on display by the lifts. There is a First Aid Kit in the laboratory.

**Clean up and waste disposal**

No apparatus or chemicals used in these practicals.

**Declaration**

I have read and understand the safety requirements for these practical classes and I will observe these requirements.  
 Signature:.....Date:.....  
 Student Number:.....

### **Failure to complete an assessment**

Failure to sit a test without lodgement of an application for Special Consideration with Student Central will lead to automatic failure of the test. A student may be required to sit a separate exam or written assignment in place of a missed test.

### **Applications for Special Consideration**

Instructions and rules for submitting applications for Special Consideration can be found at: <https://student.unsw.edu.au/special-consideration>

Some information from this website is reproduced below.

### **Applications for Special Consideration are accepted in the following circumstances only:**

Where academic work has been hampered to a substantial degree by illness or other cause. Except in unusual circumstances a problem involving only three consecutive days or a total of five days within the teaching period of a semester is not considered sufficient grounds for an application.

The circumstances have to be unexpected and beyond your control. Students are expected to give priority to their University study commitments and any absence must clearly be for circumstances beyond your control. Work commitments are not normally considered a justification.

An absence from an examination must be supported by a medical certificate or other document, which clearly indicates you were unable to be present. A student absent from an examination or who attends an examination and wants to request special consideration is normally required to provide a medical certificate dated the same day as the examination.

**An application for Special Consideration must be provided within three working days of the assessment** to which it refers. In exceptional circumstances an application may be accepted outside the three-day limit.

Please note: Students cannot claim consideration for conditions or circumstances that are the consequences of their own actions or inactions.

### **SOMS Guidelines on Extra-curricular activities affecting attendance**

#### **Background to Guidelines**

This policy relates to the following extra-curricular activities:

- Employment.
- Voluntary work.
- Sport, music or other recreational activities.
- Student-related activities e.g. conferences, courses
- Academic activities e.g. conferences, courses.

## Guidelines

Failure to meet attendance requirements because of extra-curricular activities will not be accepted unless prior approval is obtained.

Failure to meet assessment requirements (e.g. failing to submit assignment by deadline, failing to attend an examination) because of extra-curricular activities will not be accepted unless prior approval is obtained.

Under no circumstances will external work requirements be accepted for non-attendance. The School understands the need for many students to work part-time but this must be arranged so as it does not affect attendance.

Approval for non-attendance will be considered for the following activities:

- A single, significant activity related to voluntary work. Note that regular voluntary work will not be accepted for recurrent absences.
- A single, significant activity related to sport, music or other recreational activity being undertaken at an elite or semi-professional level. Note that regular sporting or other recreational activities will not be accepted for recurrent absences.
- Attendance at student-related conferences/courses organised by student organisations or health professional groups and national or international education meetings.
- Attendance at conference for academic purposes including presenting papers from Honours projects.

Approval to attend an extra-curricular activity must be obtained before the event and will not be taken into consideration retrospectively if a student has failed to meet attendance or assessment requirements.

Approval to attend an extra-curricular activity does not exempt a student from meeting attendance or assessment requirements.

Approval will depend on:

- The overall impact on attendance and whether class or other teaching activities can be made up at an alternative time to ensure that the course requirements have been met. Students requesting long periods of absence will be required to take leave and attempt the course later.
- The nature of the assessment and whether an alternative mechanism is available to meet the assessment requirement. This may include extension of a deadline for submission of an assignment or sitting an examination at a later time. As a rule, additional examinations cannot be held and a student would be required to sit a missed examination when supplementary or later rounds are being conducted. This may delay a student's progress.

Approval will not be granted if alternative arrangements for meeting attendance or assessment requirements cannot be made.

Approval will also depend on the student's academic performance and will not be granted if disruption to the student's progress would be considered disadvantageous.

### **Obtaining permission to attend extra-curricular activities**

Approval to be absent from a course for one week or more, or when the 80% attendance rule may be contravened, must be obtained from the Course Convenor. Students must contact the Course Convenor as early as possible to ensure that alternative arrangements can be made. Late requests are unlikely to be approved, as alternate arrangements cannot be made without sufficient notice. If temporary absence from a course is approved, the student must inform the School of Medical Sciences student administrator (Carmen Robinson).

The School of Medical Sciences will not consider financial consequences to students (e.g. loss of registration fees for conference, loss of grant) if students have already made arrangements to attend extra-curricular activities without approval.

[medsciences.med.unsw.edu.au/sites/default/files/ExtracurricularActivitiesSOMS.pdf](http://medsciences.med.unsw.edu.au/sites/default/files/ExtracurricularActivitiesSOMS.pdf)

### **EQUITY AND DIVERSITY ISSUES**

Those students who have a disability that requires some adjustment in their teaching or learning environment are encouraged to discuss their study needs with the course convenor prior to, or at the commencement of their course, or with the Student Equity and Disability Officer in SEADU 9385 4734 or [www.studentequity.unsw.edu.au](http://www.studentequity.unsw.edu.au). Issues to be discussed may include access to materials, signers or note-takers, the provision of services and additional exam and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.

### **GRIEVANCE OFFICER**

If you have any problems or grievances with the course you should, in the first instance, consult the Course Organiser. If you are unable to resolve the difficulty, you can consult the Head of Teaching in the Department, Professor Ken Ashwell, Room 447, Fourth Floor, Wallace Wurth building, or the Department of Anatomy's nominated Grievance Resolution Officer, Dr Priti Pandey, Room 214, Second Floor, Wallace Wurth building (Email: [p.pandey@unsw.edu.au](mailto:p.pandey@unsw.edu.au)). Please make an appointment.

### **MODIFICATIONS TO THE COURSE IN 2014-2015**

The 2 x 2 hour practical have been condensed into a single 3 hr session and the use of annotation has been refined through the use of the online system termed SLICE.

## GENERAL ADVICE IN HISTOLOGY

In Histology, you are expected to study the features of histological preparations as virtual images, which were scanned from real stained sections, which were mounted on glass slides and listed in the Learning Activities. Histological sections are slices of tissue usually from 5-8µm thick (see Dimensions).

**Low power sketches or notes made may help you to remember the main histological features of a section, e.g., which major tissue components are present.**

Note the 2-D shapes in the section and the major tissue components present and try to determine the approximate 3-D shape of the whole organ from which the section was taken. Is the section cut randomly through the organ?

Is there an obvious lumen in the section?

### Abbreviations:

XS - cross section

TS - transverse section

LS - longitudinal section

LM - light microscope or light micrograph

EM - electron microscope, or electron micrograph

**Dimensions:** 1mm =  $10^3$  micrometres (µm) =  $10^6$  nanometres (nm)

*Note:* A micrometre is often called a "micron" (µm); 1µm =  $10^{-6}$ m

### Resolving Powers:

Unaided eye - approx. 0.1 mm = 100µm

Light microscope - approx. 0.1 µm = 100nm

Electron microscope - approx. 1 nm

### *Virtual Slides*

The virtual histology slides for this and the subsequent practicals can be found at:

<http://vslides.unsw.edu.au/>

## **Useful Histology resources to employ during the practicals or for revision.**

After entering the Menu, go to Class Program and then to Anatomy

- a) Fabric of Life
- b) Neocortex Virtual Microscope-Histology-Zurich
- c) Dr Lazer's Histology Drawings
- d) Digital Atlas of Electron Microscopy by J K Brueckner
- e) [www.histology-world.com/stains/stains.htm](http://www.histology-world.com/stains/stains.htm)