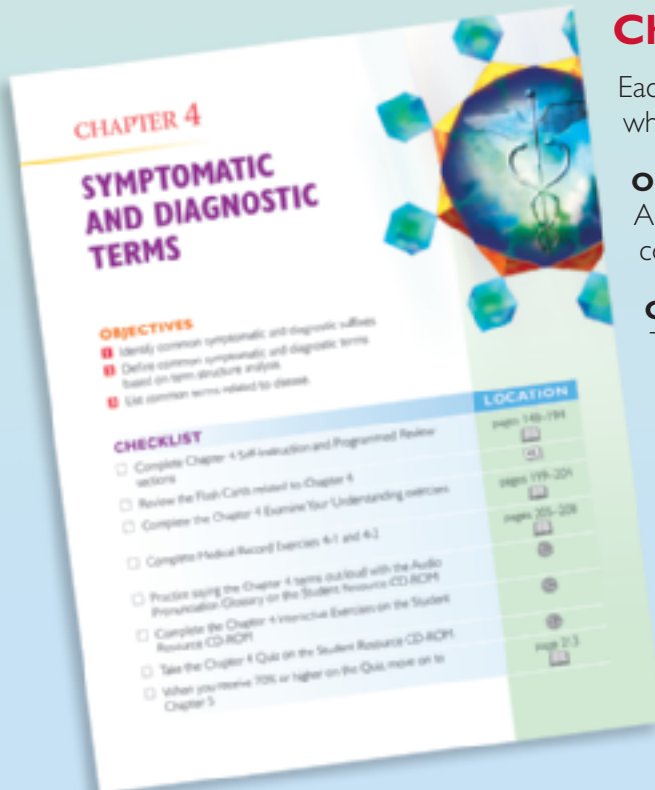


USER'S GUIDE

Medical Terminology Quick & Concise: A Programmed Learning Approach is your creative and interactive introduction to medical terminology. Using a programmed learning approach, contextual organization, and concise level, it will provide you with a basic working knowledge of the language of health care. Along the way, you'll encounter special features and tools that will help you navigate and understand the material presented. This User's Guide explains all of these features. In addition to reading "Getting Started: A Guide to Student Success" on page xxvii, use this guide to get the most out of each chapter; and then take your new language with you into your chosen health care profession!



Chapter Opening Elements

Each chapter begins with the following elements, which will help you get off to the right start:

OBJECTIVES

A quick and concise list of need-to-know content.

CHECKLIST

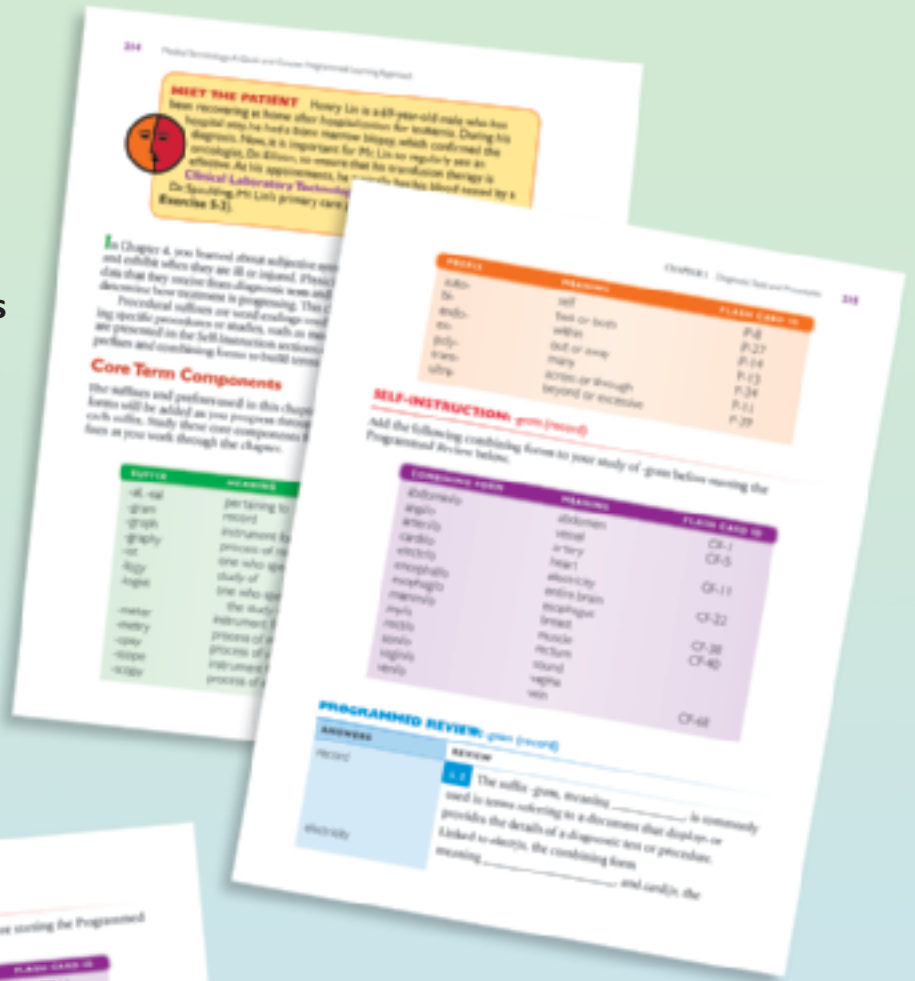
The checklist is your study plan, covering each learning task related to the chapter and its electronic supplements. Use it to set learning goals.

MEET THE PATIENT

Meet patients in realistic situations in the health care setting. Watch for more information on the medical care for each of these patients within the chapter.

CORE TERM COMPONENTS

These tables present the term components featured in the chapter, with their meanings and cross references to flash card numbers (if applicable). Suffix tables are **green**, prefix tables are **orange**, and combining forms tables are **purple**.



Learning Segments

The programmed learning approach uses two content segments:

SELF-INSTRUCTION FRAMES

Study and memorize the suffixes, prefixes, and combining forms introduced in this section before moving on the next segment.

PROGRAMMED REVIEW FRAMES

Take the information you learned in the Self-Instruction frame and build on it to form new medical terms as the answers to fill-in-the-blank exercises in this section.

REVEAL CARD

Use the Reveal Card to hide the answers in the left column while completing the exercises on the right.



Special Features

VITAL STATISTICS

These boxes highlight common diagnostic tests, disorders, and specific procedures or therapies. They'll help you expand on your basic knowledge in a meaningful way.

ON CLOSER INSPECTION

Some terms or topics require a second look. These boxes give you a deeper understanding.

ARTWORK

Full-color medical illustrations and photographs bring the concepts to life and appeal to your visual sense.

Vital Statistics MENTAL ILLNESS

Mental illness refers to any disorder of the brain or mind that alters thought, mood, or behavior. Common classifications of mental illness include:

- **Mood disorders** – conditions that affect how a person feels, and often affect **affective disorders**. Major depression and bipolar disorder are examples of mood disorders.
- **Anxiety disorders** – conditions of excessive worry. Generalized anxiety disorder (GAD) is the most common anxiety disorder. Other types include obsessive-compulsive disorder, panic disorder, phobias, and posttraumatic stress disorder (PTSD).
- **Cognitive disorders** – conditions affecting one's ability to think and reason. **Paranoid disorder** is an example of a cognitive disorder.
- **Developmental disorders** – mental disorders commonly diagnosed in childhood. Attention-deficit/hyperactivity disorder (ADHD) and autism are examples.
- **Eating disorders** – disturbances in eating behavior. Anorexia nervosa and bulimia nervosa are common eating disorders.
- **Substance abuse disorders** – mental disorders resulting from abuse of substances such as drugs, alcohol, and other toxins that result in personal and social dysfunction. Substance abuse disorders are identified by the DSM-5. Examples include alcohol abuse, amphetamine abuse, cocaine (or crack) abuse, and polydrug use.
- **Psychotic disorders** – mental disorders that impair one's ability to recognize reality. Schizophrenia is an example of a psychotic disorder.



On Closer Inspection Anorexia vs. Anorexia Nervosa

Anorexia is a common symptom of an eating disorder that may be without an eating disorder. It is not to be confused with anorexia nervosa, the term for an eating disorder in which the individual has abnormal perceptions about his or her body weight, motivated by an overwhelming fear of becoming fat. The result is a refusal to eat and body weight well below normal.

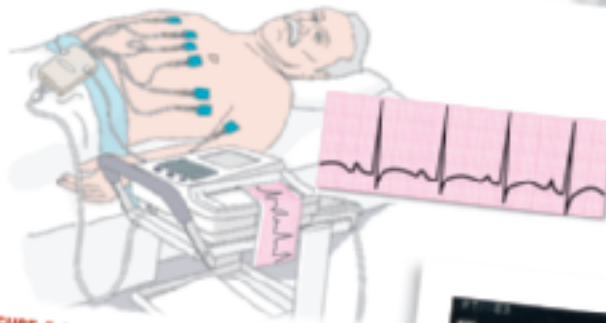


FIGURE 5-1 Electrocardiogram (ECG) procedure with mal heart rhythm.

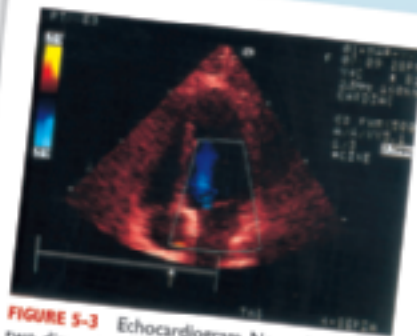
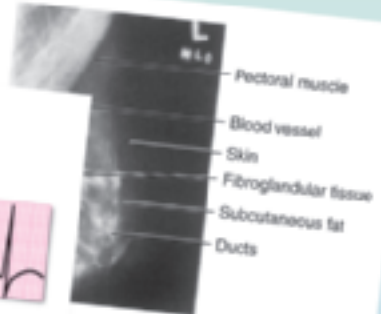


FIGURE 5-3 Echocardiogram. Normal, two-dimensional, apical four-chamber view of heart.

Chapter-Ending Features

EXAMINE YOUR UNDERSTANDING

Put your knowledge to the test with exercises on word analysis and definitions, term building, matching, fill-in-the-blank, multiple choice, short answer, and spelling. Answers appear at the end of the chapter.

MEDICAL RECORD EXERCISES

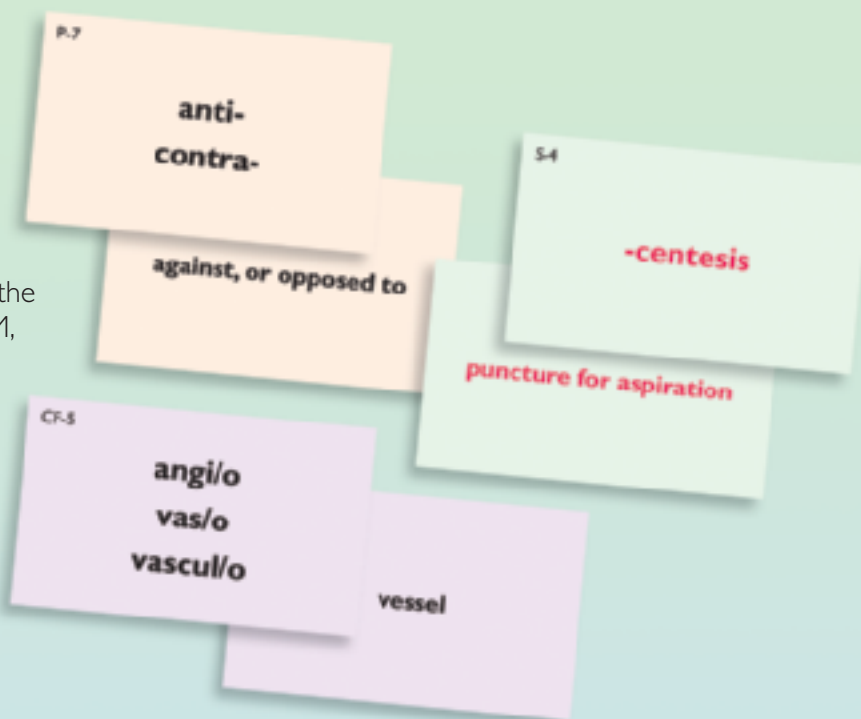
Medical records provide real-world context and a chance to apply your knowledge in a practical way. Brief and complete actual medical records include terms that you have learned, with corresponding questions that require you to stretch and use your new language. Answers also appear at the end of each chapter.



Other Learning Tools

FLASH CARDS

A set of color-coded flash cards can be found at the back of the text to match the prefixes, suffixes, and a select number of combining forms covered in the chapters. Interactive flash cards are included on the Student Resource CD-ROM, along with a Flash Card Generator that allows you to make your own.



CD-ROM AND WEBSITE

Have fun while you learn with the Student Resource CD-ROM packaged with this text and online at www.thePoint.lww.com/WillisQC! You will find additional exercises for every chapter (including multiple choice questions, figure labeling, fill-in-the-blank questions, spelling bees, case studies, and much more!), an audio pronunciation glossary from Steadman's, and electronic flash cards. Use this interactive learning resource to test your knowledge, assess your progress, and study and review for quizzes and tests.

