

Attendance:

Students are responsible for all material presented in class, including announcements about course procedures. Tests and quizzes often include questions on material presented in class, so performance on these indirectly reflects attendance. Attendance will be recorded randomly. Students are NOT expected to provide an excuse for their absence unless a test/exam is missed.

As of Fall 2014, all faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the first online activity by the end of the first week of classes, or as soon as possible after adding the course, but no later than August 24. Failure to do so will result in a delay in the disbursement of your financial aid.

Lecture schedule [tentative] & Test dates:

Selected topics from the text book and posted articles will be covered in the form of lectures, reading assignment, projects, and guest presentations. Reading assignments will be posted on course homepage and announcements will be made accordingly.

| Date | Topic <i>Please note: The chapter numbers below are used for meaningful organization of the instructor's material. They may not correspond with the chapters found in your textbook.</i> |
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| Aug 21 & 23 | Syllabus distribution; course policies explained. Ch. 1 Introduction to the Medicinal Plants |
| Aug 28 & 30 | Ch. 2 Overview of plant parts/products used in herbal medicine Ch. 3 Risk-Benefit profiles of herbal therapies |
| Sep 4 & 6 | Ch. 3 Risk-Benefit profiles of herbal therapies contd. Ch. 4 Phytochemicals and their actions |
| Sep 11 & 13 | Ch. 4 Phytochemicals and their actions contd. |
| Sep 18 & 20 | Ch. 4 Phytochemicals and their actions contd. Ch. 5 Alternative Medicine Systems of the World African & Middle Eastern; American- North, Central & South |
| Sep 25 & 27 | Sep 25 - Test 1 on previous material Ch. 5 Alternative Medicine Systems- contd. Australian & Southeast Asian; Ayurvedic, Chinese, European Other- Aromatherapy, Homeopathy |
| Oct 02 & 04 | Ch. 5 Alternative Medicine Systems- contd. |
| Oct 09 & 11 | Ch. 6 Therapeutic uses of plants in human health conditions: part 1 |
| Oct 16 & 18 | Ch. 6 Therapeutic uses of plants in human health conditions: part 1 |
| Oct 23 & 25 | Oct 23 - Test 2 on material covered since Test 1 Ch. 6 Therapeutic uses of plants in human health conditions: part 2 |
| Oct 30 & Nov 01 | Ch. 6 Therapeutic uses of plants in human health conditions: part 2 |
| Nov 6 & 8 | Ch. 6 Therapeutic uses of plants in human health conditions: part 2 |
| Nov 13 & 15 | Ch. 7 Plants currently used in modern medicine |
| Nov 20 | Nov 20 - Test 3 on material covered since Test 2 |
| Nov 27 & 29 | Last chance for students to complete any missed work. Review for final exam. |
| Dec 06 | Final comprehensive exam. Thursday 7 AM – 9: 50 AM |

Please note:

This course serves as an introduction to medicinal uses of plants and not designed to teach anyone to self-diagnose and treat health-related conditions. Information learned from this course is not meant to substitute medical advice and supervision from trained physicians.

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| Evaluation: Total points for the course: | 500 |
| TESTS: 3 tests, each worth 100 points: | 300 points [60%]. |
| FINAL: Comprehensive examination: | 150 points [30%]. |
| Homework (best 5 submissions will be counted) | 50 points [10%] |
| Bonus (point value & duration for each may vary) | +10 points [2%] |

Expect homework on most Thursdays with 24 hours window to complete. Announcement will be made in class. Bonus will be given at the discretion of the instructor in the form of discussions or in-class pop quizzes. Bring your WiFi enabled mobile device to class. Students are advised to stay prepared at all times. Total bonus points (after calculations) will be added to your final exam at the end of the semester.

***Makeup test:** NO MAKE UP for a missed homework or bonus and no points will be given for late submission. If a test/exam is missed with a valid reason a makeup can be requested. Check Webcourses Makeup Request.

Evaluation Policy for the entire course:

All of the points earned from above categories will be added together after final exam. The following scale will be used to convert numerical grade in to a letter grade. That is,

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|-------------------|----------------|----------------|-------------------|
| 92% and above = A | 82% - 84% = B | 72% - 74% = C | 62% - 64% = D |
| 89% - 91% = A- | 79% - 81% = B- | 69% - 71% = C- | 59% - 61% = D- |
| 85% - 88 = B+ | 75% - 78% = C+ | 65% - 68% = D+ | 58% and below = F |

Z designation: Academic dishonesty may result in the designation of Z in front of your grade. For more info see <http://ied.sdes.ucf.edu/docs/faq%20for%20z%20designation.pdf> Check “Honesty” on page 4 of this syllabus.

Incomplete Grade: ‘I’ is given only for students who have completed all of the course assessments with a minimum ‘C’ average and missed the final exam with a valid, documented excuse submitted to the instructor within 24 hours of missing the final exam.

Test / exam policy:

You must have a valid UCF student ID in your possession in order to enter the exam hall. When a student leaves the exam hall once the test is in progress, he/she is considered to have completed the exam and will not be allowed back in to the hall to continue the exam. Students who show up late (more than 5 minutes after the scheduled start) will be marked absent and must follow through the makeup policy. More policies will be announced in class before each test.

Grade posting & Grade concerns:

- Test and final exam grades will be posted on WebCourses course homepage. It will take at least a week to upload the grades. Log in to this page and click “**Grades.**” *Instructor is not responsible for network problems and log in difficulties.* If a re-grading is needed because of student’s fault (incorrect PID, smudges etc. on scantron), 2 raw points will be deducted from that test/exam.

Bring concerns regarding posted grades to the attention of the instructor within one week (24 hrs for final exam and test 3) from the date the grades were posted. After this time, the posted grades will become final. Instructor retains the right to change the grade if an error has been made in recording student grades. If such a change is made, student will be informed through UCF Knight’s email. If you do not have one, set up an account at <https://www.secure.net.ucf.edu/KnightsEmailSelfService>

Scantron & Score sheets / Completed test review:

We plan to use scantron for all of the tests which will be provided to the entire class. Graded scantrons will not be returned to students. However, score sheet will be printed out of the scantron which will be available for review for two weeks after each test (3 days for Test 3). Please use the scheduled office hours for this purpose.

Other important course policies:

1. Students who are officially registered for this particular course only are allowed to attend the lectures and take the quizzes and tests. Instructor is not responsible for any problems related to registration.
2. Students must follow the University standards for personal and academic conduct as outlined in The Golden Rule. See <http://www.ucf.edu/goldenrule>
3. Walking in late and/or leaving early from the lecture hall disrupts the entire class and is NOT allowed.
4. All kinds of audio/video, cell phones must be turned off inside the class room. If you use laptop in class, use it only for this course-related note-taking. Anyone caught text messaging or emailing inside the classroom will have 2% deduction of their final course grade.
5. Recording of class lectures in audio/video form NOT allowed. Duplication and distribution of class lecture and exam questions strongly prohibited. *Third parties are selling class notes and other materials from this class without my authorization. Please be aware that such class materials may contain errors, which could affect your performance or grade. Use these materials at your own risk.*
6. Dictionaries, books, study sheets, pocket calculators or organizers, scanning pens, or other sources of information NOT allowed for use during class quizzes, tests and examinations.
7. Anyone who interrupts the classroom-learning environment by any kind of disruptive behavior (including the ones in 1 - 6 above), that interferes with the instructor's right to teach and fellow students' right to learn, will be removed from the classroom and appropriate University disciplinary action will be initiated.
8. You are advised to use the course homepage only for BOT4850 related postings. Please remember that Dr. Rani does not verify the accuracy of class notes exchanged among students.

Copyright statement:

The instructor may provide links to various external websites to enhance your understanding of the course content. Students are advised to use caution and good judgment in using such content that should not be copied, duplicated or downloaded. For more info visit:

http://www.copyright.com/content/cc3/en/toolbar/education/resources/copyright_on_campus.html

Disability Statement:

This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations for tests/exams must be registered with UCF Student Accessibility Services, phone (407) 823-2371. SAS email request will be sufficient for all scheduled tests. However, if extra time/other facilities are required within the classroom or with online assignments, students must schedule a meeting with the professor at the beginning of the semester, so as to help in executing such accommodations in a timely manner. Email requests from SAS/the student will not be sufficient for classroom/online/or for test make up.

Honesty:

The Biology Department presumes that all students will be honest, and that work turned in by the student will indeed be the result of that person's work. Copying the work of others, signing in for someone else, getting someone's help in online assignments, or cheating will not be tolerated, and will result in an automatic F for both the offending student and any assisting them. In addition, appropriate University disciplinary action will be initiated along with assigning a Z-grade.

General Policy:

Changes will be made in the above course policies if, in my judgment, the interest of learning and fairness dictate such changes. Test score sheets are to be retained by the student until the end of the course or for any questions regarding the course grade.

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