Course Information

Course Name:	The Human Species
Course ID:	ANT 2511 (AM01)
Credit Hours:	3.0 hours
Semester/year:	Fall 2022
Location/time:	Tu/Th **IN PERSON** Lecture from 3pm-4:20pm in **BA1 0119**

Professor Contact

Professor:	Alexandria Brock (Pronouns: She/Her/Hers)
Main office:	UCF Main Campus - Howard Phillips Hall 309
Online office hrs:	Wednesday from 9-10 and Friday 1-3 PM via Webcourses Email or by appointment
Phone:	407-823-2227
E-mail:	Please use the Webcourses Inbox

University Catalog Listing

Human biological variation in an evolutionary perspective. **Prerequisite(s) or Corequisite(s):** None

This is a UCF General Education Program (GEP) course, and it satisfies the Science Foundation Area 2 requirement. The course also satisfies unrestricted elective requirements for many additional UCF degree programs. Please consult your academic advisor to determine how this course applies to your degree requirements.

What is this course about?

What are we as humans? When did our biological path to becoming human start ? Why do we look different and yet share so many similarities with our non-human relatives? Biological anthropology – the study of the evolution, variation, and adaptation of humans and their past and present relatives – can help you find answers to these questions and many more. Biological anthropologists research these kinds of questions using scientific biological and humanistic perspectives to better understand not only the physical aspects but also the behavioral aspects of what it means to be human.

From genetics and gorillas, to nutrition and Neanderthals, this biological anthropology course includes everything you'll need to get acquainted with the research methods and theoretical approaches used to investigate the development and diversity of our species, our place in the natural world, and issues that we face in our rapidly changing world, including our understanding of new fossils, race, environment, and world health. Our primary goal is to explore, understand and respond meaningfully to the diversity of of past, present, and future as the human species.

What skills will I develop in this course?

This course is a requirement for undergraduate Anthropology majors and minors and it satisfies part of the General Education Program (GEP) requirement for the Sciences.

4a. The primary GEP foundation for ANT 2511 is *Knowledge Application (KA)*. Course content and assessment is designed to satisfy the following Learning Outcomes:

Learning Outcome KA1: Characterize a scientific theory as a product of objective evidence and scientific methods.

- *RelatedAssessments:*
    - Assignment 1
    - Assignment 2

Learning Outcome KA2: Interpret, develop, and use visual representations of data to make and support inferences from scientific observations.

- *Related Assessments*:
    - Assignment 3
    - Assignment 4
    - Assignment 5

Learning Outcome KA3: Identify observational data as the foundation of a scientific argument.

- *Related Assessments*:
    - Assignment 1
    - Assignment 2
    - Assignment 3
    - Assignment 5

Learning Outcome KA4: Employ scientific principles, techniques, or concepts to identify, explain, or address challenges facing society.

- *Related Assessments*:
    - Assignment 2
    - Assignment 4

4b. The secondary GEP foundation for ANT 2511 is *Interpretation and Evaluation (IE)*. Course content and assessment is designed to satisfy the following Learning Outcomes:

Learning Outcome IE1: Demonstrate mastery of discipline-specific vocabulary and concepts.

- *RelatedAssessments:*
    - Assignment 2
    - Assignment 3
    - Assignment 4
    - Assignment 5

Learning Outcome IE2: Recognize social, political, or economic problems and evaluate solutions to those problems.

- *Related Assessments:*
    - Assignment 2
    - Assignment 5

Learning Outcome IE3: Understand how to collect, evaluate, or interpret data to draw conclusions.

- *Related Assessments*:
    - Assignment 1
    - Assignment 2
    - Assignment 4

Learning Outcome IE4: Recognize and interpret the impact of social, economic, and political institutions on the wellbeing of individuals in a country.

- *Related Assessments*:
    - Assignment 2
    - Assignment 5

Learning Outcome IE5: Employ social science principles, techniques, or concepts to identify, explain, or address challenges facing society.

- *Related Assessments*:
    - Assignment 2
    - Assignment 4

What textbook will I need?

This course uses an Open Educational Resource (OER) textbook that is FREE to students!

EXPLORATIONS: An Open Invitation To Biological Anthropology is the first comprehensive, peer-reviewed open access textbook for biological anthropology courses. You may click on the title to access the book. You can also download PDFs of any chapters or access them for free via any device with an internet connection.

What is WebCourses@UCF?

WebCourses@UCF is an online course management system accessed through **my.ucf.edu** and then the "Online Course Tools" tab. This is a valuable part of your learning format for this course and will be used to deliver course content, submit your assignments and communicate with your professor and peers in the course. Online learning is not for everyone; some students may have difficulty learning in and managing a course that does not meet fully face-to-face. **Knight's Online** has excellent resources to assist you in being successful when working in a mixed face-to-face and online learning environment. Key components to success in this course are planning your time and maintaining academic self-discipline in class participation and graded course work throughout the term.

It is **your responsibility to familiarize yourself with the WebCourses** online learning platform. I have provided you with the necessary tools and tutorial links in the **COURSE INTRO: Things You Should Know**, which can be accessed using the embedded link or the 'Modules' button in the course menu on the left. If this is your first time working in WebCourses, or if you haven't worked in WebCourses for a term or two, I highly **recommend reviewing the current tutorial links** provided in the COURSE INTRO module. It's amazing how many changes take place in just one term!

How should I plan my course work schedule?

Biological anthropology is based on concepts and themes from areas of study that may be somewhat familiar to many of you; but, the methods and theories applied in this research may be completely new. While I can provide general guidelines based on past students experiences, everyone learns at a different pace, and you will need to decide how much time to set aside to be successful. Your study skills, prior knowledge of the subject, study environment, personal obligations and responsibilities play a huge role in learning and success in any course, Generally, the more time you spend on a course, the better you will do, but the **quality of the time spent is even more important.**

During the next 16 weeks of the Fall 2022 term, you should expect to spend around **six hours of class time each week with in-person class meetings, lectures and assigned media, taking notes, and participating in class activities.** You should also plan on setting aside at least **three hours each week to review and complete your assigned reading and required assignments**. This will greatly assist you in keeping up with the materials and course due dates each week, but keep in mind, these are 'estimates' of time that you should devote to this general education 2000-level course. All due dates for assignments, quizzes and exams are located in the table at the end of this syllabus.

Please do not be tempted to skip two or three days of class content and reading and expect to catch up easily. You will need to study and participate in the course on a regular basis to meet the firm deadlines for all required assignments and exams. If you need any assistance with course materials, assignments or study tips for exams, please visit **office hours.** If you have a scheduling conflict with this time, please contact me through WebCourses Inbox, and I can assist you in arranging a scheduled appointment as needed.

Is the course accessible for students with disabilities?

UCF is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need access to course content due to course design limitations should contact the professor as soon as possible. Students should also connect with Student Accessibility Services (Ferrell Commons, 7F, Room 185, **sas@ucf.edu** , phone (407) 823-2371, TTY/TDD only phone (407) 823-2116).

For students connected with SAS, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential course access and accommodations that might be necessary and reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student. Further conversation with SAS, faculty and the student may be warranted to ensure an accessible course experience.

If you receive a Course Accessibility Letter through SAS, please feel free to speak with me about any related concerns. It is always best if we can speak early about the possible need for any accessibility modifications to exams or assignments, and I will happily work with you and SAS to ensure that your needs are reasonably met in a timely fashion. **If your approved accommodations include a specialized environment or equipment for testing, it is your responsibility to make the necessary arrangements to write your exams** within the SAS facilities.

What are the course requirements?

The Fall 2022 semester begins on **August 22, 2022** and ends on **December 11, 2022**. Over this period, you will be expected to:

- Submit responses in a university-required academic activity to start the course
- Review online course content materials, including any assigned media content and readings
- Submit 6 quizzes
- Submit 5 activity assignments
- Submit 3 exams
- Complete 2 mini group presentations
- Complete 1 mini final group presentation

In each learning module, you will find an **INTRODUCTION page** outlining the expectations, readings, activities and assignments for that section of the course. The modules contain lecture and media materials, instructions for assignments, and links to information websites. All work submitted for grading **will be evaluated for academic integrity** during the grading process (see section below on academic integrity).

All graded work is due on an assigned schedule. A missed or late quiz, activity assignment or exam will not be accepted for grading unless there is an approved and valid, verifiable absence (see section below on missed assignments and make-up exams). You are notified of this policy from the start, and you should recognize that it is **your responsibility to be aware of all due dates** for this course.

How do I get started in the course?

After reading the Course Syllabus, click on the 'Modules' button in the menu on the left to access the course materials. You will need to review all of the information in the **COURSE INTRO: Things You Should Know**, which includes an introduction to your professor, details about course communication and office hours, how to set up your computer and/or use mobile devices, details about the academic integrity policy, and who to contact for technical assistance. You will also find some helpful suggestions on study strategies and a few tips from previous students on how to be successful in the course.

UCF faculty are required to document all students' academic activity at the beginning of each course. In order to document that you began this course, please complete the **REQUIRED ACTIVITY: Getting Started Quiz** in the COURSE INTRO: Things You Should Know by **11:59pm EST** on **August 26, 2022** , or as soon as possible after adding the course. Failure to do so may result in a delay in disbursement of your financial aid and access to learning materials.

How will I be evaluated and graded?

Your final grade for the course is weighted and based on your performance in the following:

Assessment:	**Points Possible**	**% Final Grade**
Required Academic Activity	10	1%
Quizzes (6)	150	22%
Activity Assignments (5)	125	19%
Exams (3)	300	45%
Mini group presentation (2)	*30*	4%
Mini group final presentation (1)	*60*	9%
Total Possible	*675*	*100%*

You will be evaluated on your ability to define and critically apply terms related to human evolution, variation and adaptation, explain theoretical and applied concepts and describe

examples from course materials in quizzes and exams, and demonstrate critical thinking and reflection in your assignments, presentations, and class discussions.

- **Required Activity:** You will need to submit responses for a university-required academic activity to initiate your class participation. To fulfill this requirement, you will take a short quiz (administered online) which can be found in the Introduction module.
- **Mini Group Presentations:** There will be three group mini presentations over the course of the semester. The details for each presentation can be found in the course modules. The first two group presentations will be shorter (3 minutes) and the final group mini presentation will be slightly longer (15 minutes). Times will be adjusted as needed based on class size.
- **Graded Quizzes:** You will need to demonstrate that you have mastered the terms, concepts and theories presented in each learning module. Quizzes will include a mix of multiple choice and true-false questions. There will be 6 quizzes during the semester. Each quiz will be administered in class according to the course schedule. **You will need to bring your own raspberry scantron to class for quizzes and exams.**
- **Activity Assignments:** These activity assignments are designed around current methods of investigation and will help you develop introductory skills in gathering and analyzing data, interpreting results, and understanding human variability and adaptability. You are required to submit 5 activity assignments located in the learning modules. These will be submitted online.
- **Exams:** You will need to demonstrate that you understand terms, concepts, historical and current understandings and scientific evidence presented in a select group of learning modules. Exams can include a mix of multiple choice and true-false questions. **You are required to take all 3 exams**. All exams will be administered in class according to the course schedule. **You will need to bring your own raspberry scantron to class for quizzes and exams.**

It is **your responsibility to keep track of the number of quizzes and assignments you have submitted** using the 'Grades' button in the menu on the left.

The following +/- grading scale will be used in this course:

Letter Grade	Percentage	Letter Grade	Percentage
A	95 - 100%	C+	76 - 79%
A-	90 - 94%	C	70 - 75%
B+	87 - 89%	D	60 - 69%
B	84 - 86%	F	59% or less
B-	80 - 83%		

Incomplete grades for this course are only given in situations where **unexpected and documented medical, family or catastrophic emergencies prevent an enrolled student in good standing** from completing the remaining work. Your instructor is the final authority on whether you qualify for an incomplete grade. Incomplete work must be finished by the end of the subsequent semester or the ‘I’ grade will automatically be recorded as an ‘F’ on your transcript.

How do I view my grades?

You can access your grades for assignments and exams through the 'Grades' link in the course menu on the left. It is **your responsibility to regularly check on your grades** throughout the course. Please allow for a reasonable amount of time to pass for the grading process to occur. In most instances, quiz and discussion grades will be available within three-to-five days after the final due date. For most activity assignments and exams, grades will be available within five-to-seven days after the final due date. When a score is released, you will receive an announcement that grades have been posted (unmuted) and are ready for your review.

You will receive constructive feedback on your work periodically throughout the term. This may take the form of an Inbox message, assignment grading comments, rubric criteria comments or correct answers supplied for comparison with your work. If you have any questions about your score **after a grade has been posted**, please notify the professor using WebCourses Inbox, and your concern will be addressed as soon as reasonably possible. Questions regarding individual scores must be addressed **within five days of the grade being posted**.

WebCourses automatically grades all multiple-choice, true-false and fill-in questions; however, it will mark fill-in and some short answer questions as incorrect when your response does not exactly match the correct answer provided in the grading key. **Your work will be reviewed prior to grade release to ensure that you receive points for any answers not automatically recognized by the system as correct**. When point corrections are applied during grading, the question **will still show a 'red' flag** indicating it is incorrect, but the **points listed in the top right corner of the question will show the value awarded** for a correct answer.

Correct answers for each quiz and exam will be available for a limited time after each set of grades has been released. Please check the course announcements to know when this feature is available.

What if I miss a quiz, assignment, or exam due date?

Time management, problem solving, responsibility and personal accountability are among the most important things you can learn during your university education. **Missed or late assignments and exams are serious issues that must be addressed as soon as possible.** Please contact the professor via WebCourses Inbox if you need to have an absence validated and approved for scheduling make-up work. If approved, no penalty will be applied.

To be fair to everyone in the course, **only work submitted on time will be graded unless late submission is properly approved by your Professor**. It is your responsibility to check the course schedule for assignment and exam due dates.

- Unforeseen events or circumstances may occur that cause a student to miss class time or fall behind in their assignments. These could include **illness, bereavement, accident, or a catastrophic event**such as fire. If such issues arise, students are encouraged to notify their professors as soon as possible in order to apprise them of the circumstances and to

develop a plan, with a timetable, to make up missed coursework. Family members and/or students also need to contact Student Care Services with appropriate documentation to obtain a courtesy class absence notification letter for online, mixed-mode and face-to-face courses.

- If you find yourself in a situation where you are **going to miss an exam due date**, you must notify your professor as soon as possible by telephone, e-mail, in person, or by leaving a message with the department secretary (Anthropology: 407-823-2227) **in advance** of the exam. You must also provide valid, verifiable documentation explaining your absence. If you are provided the opportunity to take a make-up exam, it must be scheduled and completed **within five days of the missed exam due date**(if medically possible).

Are there accommodations for military and essential workers or authorized events?

The following authorized absences with valid notification will receive reasonable accommodations for make-up work in this course:

- Students who are **deployed active duty military** and/or **National Guard personnel** and require accommodation should **contact their instructors** as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.
- Students who are **active emergency first-responders, medical staff, or essential workers** and require accommodation should **contact their instructors** as soon as possible after the semester begins and/or after they receive notification of extended responsibilities during emergency management situations to make related arrangements.
- Students who **represent the university in an authorized event or activity**(for example, student-athletes) and who are unable to meet a course deadline due to a conflict with that event must provide the instructor with **documentation in advance** to arrange a make-up. No penalty will be applied. For more information, see the UCF policy .
- Students intending to miss class to **observe a holy or remembrance day** of their religious faith must **notify their instructor in advance** if they intend to miss class . For more information, see the UCF policy .

What are the COVID-related requirements at UCF?

I recognize and understand the difficult times we are all in. The COVID-19 pandemic impacts us all in many ways, including physically, mentally, emotionally, financially, academically, and professionally. I will work with you on challenges you may be encountering and to provide support to help you succeed. However, please keep in mind that I will hold you accountable, especially in terms of class attendance, participation, and contributions.

Face-Covering and Vaccination

UCF expects that all members of our campus community who are able to do so get vaccinated, and we expect all members of our campus community to wear masks indoors, in line with the latest CDC guidelines . Masks are required in approved clinical or health care settings.

Notice of Changes to Course Modality

If the instructor falls ill during the semester, there may be temporary changes to this course, including having a backup instructor take over the course or going remote for a short time. Please look for announcements or mail in Webcourses@UCF or Knights email for any temporary alterations to this course.

Illness Notifications

Students who believe they may have been exposed to COVID-19 or who test positive must contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place. Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19 or have tested positive for COVID-19.

Students should contact their instructor(s) as soon as possible if they miss class for any illness to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

Accessibility COVID Supplement

Accommodations may need to be added or adjusted should this course shift in format or scheduling due to COVID pandemic conditions. Students with disabilities should speak with their instructor and should contact **sas@ucf.edu** to discuss specific accommodations for this or other courses if this occurs.

Flexibility and Accountability

Accommodations may need to be added or adjusted should this course shift from an on-campus to a remote format. Students with disabilities should speak with their instructor and should contact sas@ucf.edu to discuss specific accommodations for this or other courses.

What academic resources are available to me?

UCF provides many offices and services to support your academic success. There are several **Online Resources to Support Academic Success** available to all UCF students regardless of your location or the type of course in which you are enrolled. These include:

- **Writing help** from the University Writing Center, such as downloadable writing and style guides, online writing consultations, and online scheduling for peer tutor review.
- **Tutoring and study help** from the Student Academic Resource Center (SARC), such as 24/7 tools for study, online peer assisted learning, and online academic success workshops.

- **Access to software** through UCF apps, for programs you need for your courses, such as SPSS, Office 365, and others.
- **Concrete study actions** to better your performance through the Successful You Video Series, so you can avoid undesirable academic outcomes.

What non-academic support resources are available to me?

During your UCF career, you may experience challenges including struggles with academics, finances, or your personal well-being. UCF has a multitude of resources available to all students. Please visit UCFCares.com if you are seeking resources and support, or if you are worried about a friend or classmate.

Free services and information are included for a variety of student concerns, including but not limited to alcohol use, bias incidents, mental health concerns, and financial challenges. You can also e-mail **ucfcares@ucf.edu** with questions or for additional assistance. You can reach a UCF Cares staff member between 08:00am EST and 05:00pm EST. by calling 407-823-5607. **If you are in immediate distress**, please call Counseling and Psychological Services to speak directly with a counselor 24/7 at 407-823-2811, or please call 911.

You can find additional non-academic resources listed in the Course Introduction module in **THE BASICS: What Do I Need to Know**.

How is respect for diversity maintained?

UCF considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. If there are aspects of the design, instruction, and/or experiences within this course that result in barriers to your inclusion or accurate assessment of achievement, please **notify the Professor as soon as possible** and/or contact Student Accessibility Services.

This course will be conducted in a way that respects **all aspects of** diversity. The very nature of this course requires us to delve into topics that may make some students uncomfortable and/or discuss topics with which some students may strongly disagree. Everyone is expected to show respect for one another and the diverse issues presented and discussed. Any student who acts inappropriately through language use or disruptive behavior **will be blocked from participating in any class discussions and forfeit their grade for those discussions**.

While various opinions and emotions are tied to some of the topics covered, **the greater purpose is to educate, not judge**. Everyone must be given a chance to express their thoughts in discussion without interruption or ridicule. If you encounter materials in the course that you find disconcerting, take a moment to explore why you are unsettled and then rationally explain your concerns to me so we can address the materials further through class discussion or privately during office hours.

How is academic integrity maintained?

If you were in a classroom seat taking a quiz, would you ask the student sitting next to you for an answer to a quiz or test question? The answer should be no. This also applies to graded assignments, exams, etc.

Your enrollment in this course means that you will adhere to the UCF Creed and you will maintain the highest standards of academic integrity. According to UCF's Rules of Conduct, Section 1 Academic Misconduct, students are prohibited from engaging in:

- **Unauthorized assistance:** Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
- **Communication to another through written, visual, electronic, or oral means:** The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.
- **Commercial Use of Academic Material:** Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, handouts, etc.
- **Falsifying or misrepresenting** the student's own academic work.
- **Plagiarism:** Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
- **Multiple Submissions:** Submitting the same academic work for credit more than once without the express written permission of the instructor.
- **Helping another violate** academic behavior standards.

UCF Faculty have a responsibility in students' education and the value of a UCF degree, and therefore seek to prevent unethical behavior, and, when necessary, respond to academic misconduct. Academic misconduct of any kind on an exam or any other assignment in this course will result at least in an 'F' grade for that assignment (and may, depending on the severity of the case, lead to an 'F' or 'Z' grade for the entire course). All academic integrity issues will be subject to appropriate referral to the Office of Student Conduct, which may take further action (e.g., assignment of 'Z' grade, conduct review and possible expulsion). See the UCF Golden Rule for further information.

All written work for this course is **automatically reviewed for academic integrity** during the grading process.

- **Do not share your work with anyone else, do not use the work of someone else as yours, and do not write exams as a group or share exam answers in study groups.**If you do this, it is easily detectable through online links and WebCourses action logs including student answer and submission matches.

- **Do not plagiarize any written work from past UCF submissions, journals, academic texts, or Internet resources**. If you do this, the plagiarism check system will detect it and provide a traceable report listing the sources that you used.
- **For each quiz and exam, you are expected to complete the assignment without assistance from others or the use of unauthorized materials.**

As reflected in the UCF Creed, integrity and scholarship are core values that should guide our conduct and decisions as members of the UCF community. Your Professor will also adhere to these standards, so please **do not ask for changes to your grade illegitimately,** such as bending rules that would benefit your grade, or asking for a grade-related opportunity that will not be equally applied the entire class (e.g., individual extra-credit assignments). Your Professor will not respond to requests to 'round up' final grades – you will be assigned the grade that you have earned.

How can I use study groups and external materials responsibly?

This course contains copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance your learning environment. Do not copy, duplicate, download or distribute these items. The **use of these materials is strictly reserved for this course environment and your use only**. All copyright materials are credited to the copyright holder.

GroupMe and WhatsApp study groups (and other study platforms) are encouraged as long as copyright for course materials is respected and academic integrity is maintained. **If one member of a study group account is found in violation of copyright or UCF Rules of Conduct, all members are subject to review for academic misconduct.** In the past, GroupMe study groups experienced added benefits and avoided these issues by inviting the Professor to join in – after all, they are the expert in the subject!

These examples show how the use of study groups can be considered academic misconduct and could result in penalties:

- Texting a friend for assistance during an exam or quiz.
- Accessing any material containing exam or quiz related to content during the examination period.
- Taking a screen shot or picture of a quiz or exam question, posting it to GroupMe or WhatsApp, and asking for assistance is considered academic misconduct.
- Answering an quiz or test question posted to GroupMe or WhatsApp is considered academic misconduct. Giving advice, assistance, or suggestions on how to complete a question associated with an assignment, quiz, or test is considered academic misconduct.
- The use of outside assistance from another student or by searching the internet, Googling for answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc.. is considered academic misconduct.

There are many fraudulent websites (e.g., OneNote, Study Blue, Koofers, CourseHero, etc.) claiming to offer study aids to students but are actually cheat sites. They encourage students to upload course materials, such as exams, study and lecture notes, and examples of graded material from current or past sections of this course. Such materials are the intellectual property of instructors, the university, or publishers and may not be distributed without prior authorization. Students who engage in such activity are in **violation of copyright** and **UCF Rules of Conduct** and **may face serious penalties** beyond participation in this course **.**

Materials on these websites almost always contain extensive errors, outdated information, and a misleading sense of being 'in-the-know' about exams or assignments, all of which will greatly affect your performance (and therefore your grade) in this course. **Use these materials at your own risk.**

During this course you might also encounter public services and/or software applications, sometimes called third-party software, such as blogs or wikis. While some of these might be related to required assignments or course materials, **you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates.** Where appropriate you may use a pseudonym or nickname. If you have any concerns about this, please contact your Professor for assistance.

Why should I use WebCourses Inbox?

Our **official mode of communication is the secure WebCourses Email Inbox system**. This ensures the safety of your personal information. It is your responsibility to check the WebCourses Inbox and course announcements at least two-or-three times per week. You may also use your UCF Knight's Email account to communicate with your Professor. However, **if you use the UCF Knights Mail system**, please use the course number in your email reference so it is easily recognized, and please do not forget to add your name at the end of the email.

When using the proper channels of communication, you can generally **expect a response to your message through WebCourses Inbox within 24 hours**. Please keep in mind that your Professor may only check their UCF email once, if at all, during the weekend hours (unless an exam is open) or on holidays. If you send an email on a Friday afternoon or over the weekend, you may not receive a response until the following Monday.

All communication between student and Professor, and between student and student ,should be respectful and professional. Please be aware that any **online correspondence regarding assignments, grades, or course materials must utilize the WebCourses Inbox or UCF Knight's Mail systems**. Your Professor will not respond to messages sent by other means, such as your Smartphone or iPad unless you are using the WebCourses@UCF **Canvas Student Mobile application**.

What are the technology and software requirements?

Students will be expected to have access to a computer, as some course materials are supplied online as well as during class meetings, and all assignments will be submitted and graded through WebCourses. At a minimum, you will need:

- Access to a reliable laptop or desktop computer. If you do not own a computer, there are student accessible computers in all of UCF's computer labs. For further information, please see the UCF Libraries FAQ for lab hours and locations.
- Reliable broadband internet access
- A compatible web browser
- Audio input, built-in, or external computer speakers

You are expected to have access to Adobe Reader and PowerPoint (or the Web/PowerPoint app), or the equivalent (through Office 365) on the computer or device commonly accessed so that you may properly view multimedia materials in the course content. If you are not using Office 365 link provided in the course menu, please contact WebCourses@UCF Support for technical assistance with the most current versions of these products.

Who do I contact if something isn't working in the course?

If you are experiencing **problems accessing materials or submitting your work**, please contact your professor so they can assist you as soon as possible.

Technology can have its challenges. If you need **help with computer set-up or online technical assistance**, please use the following links:

- Technical assistance is available through phone, email and live chat through WebCourses@UCF Support
- A built-in 'Help' button for WebCourses@UCFSupport and WebCourses system is located in the WebCourses@UCF permanent toolbar. You will find links to Canvas Support Guides, reporting problems to WebCourses@UCF Support, Knights Online Learning, and Computer Setup.

WebCourses allows tracking of a student's progress and activities while logged into the course to assist in verifying instances where computer 'glitches' or 'Internet speed bumps' occur when submitting assignments, taking exams, etc. If you experience **problems with WebCourses while submitting and assignment or taking an exam**, it will show up in your individual WebCourses action log. Therefore, the "Bill Gates ate my homework" or "I took the quiz, but . . ." excuses can be traced and verified.

What do I do if there is a campus emergency?

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of emergency, **dial 911** for assistance.
- Every UCF classroom contains an **emergency procedure guide** posted on a wall near the door. Students should make a note of the guide's physical location and review the online version.
- Students should know the **evacuation routes** from each of their classrooms and have a plan for finding safety in case of an emergency.
- If there is a **medical emergency during class**, students may need to locate and access a first-aid kit or AED (Automated External Defibrillator).
- To **stay informed about emergency situations**, students can sign up through "Student Self Service/Personal Information" to receive UCF text alerts.
- Students with special needs related to emergency situations should speak with their instructors outside of class.
- To learn about how to manage an **active-shooter situation**on campus or elsewhere, consider viewing this UCF video .

What is the course lecture and assignment schedule?

Changes to the course lecture and assignment schedules are not expected but may occur. Your Professor reserves the right to make reasonable adjustments to the lecture and assignment schedule. **You will be notified of any changes through Announcements** in WebCourses.

Your lecture schedule and course materials may be accessed through the 'Modules' button in the course menu on the left.

- **Due dates for assignments, exams, and quizzes** can be found in the course schedule in the Introduction module (also provided below in table format).
- **Assigned Course Readings and Assignments** can be found on the Introduction page for each module as well as the course schedule (also provided below in table format).

Course Schedule and Due Dates:

Week	**Assigned Reading**	**Assignment Due Dates**	**Exams and Quizzes** ***Don't forget your scantron!**
1	Chapter 1	Mini Presentation 1 – Due in class 8/25/22	Complete Required Activity Quiz in the Introduction Module (due 8/26/22) ***THIS IS THE ONLY ONLINE QUIZ THIS SEMESTER**
2	Chapter 3	Quest 1 – Due 9/2/22 via online submission	
3	Chapter 2 and Chapter 4		Skill Check 1 in class 9/8/22

	IMPORTANT: Please stop reading at the 'POPULATION GENETICS' heading. We will read the rest of this chapter in Module 4.		
4	Chapter 4 **IMPORTANT**: Start reading at the 'POPULATION GENETICS' heading. We read the beginning of this chapter in Module 3.		
5	Chapter 13 and 14	Quest 2 Due 9/22/22 via online submission	Skill Check 2 in class 9/20/22 Trial 1 in class 9/22/22
6	Appendix A: Osteology **NOTE:** You do not need to read this chapter extensively or in great depth. This is a reference chapter to help you with the lecture material.		
7	Chapter 5	Quest 3 Due 10/4/22 via online submission Mini Presentation 2- Due in class 10/6/22	
8	Chapter 6		Skill Check 3 in class 10/11/22
9	Chapter 7	Quest 4 Due 10/18/22 via online submission	
10	Chapter 8		Skill Check 4 in class 10/27/22
11	Chapter 9		Trial 2 in class 11/1/22
12	Chapter 10		
13	Chapter 11	Quest 5 Due 11/15/22 via online submission	Skill Check 5 in class 11/15/22

14	Chapter 12		
15	None	Mini Presentation Final – Due in class 12/1/22	Skill Check 6 in class 11/29/22
16	None		Trail 3 in class 12/8/22 ***NOTE: CLASS MEETING TIME FOR THE FINAL EXAM PERIOD IS FROM 1-3:50pm.**