

**University of Central Florida
Biology Department
ETHNOBOTANY**

BOT 3802 - 0001**LECTURE SYLLABUS****Spring 2014****Course Instructor:** Dr. Rani Vajravelu ("Dr. RANI") Phone: (407) 823-0990

Office: Biology 201D

Course homepage: webcourses.ucf.edu Access BOT3802

Find additional course policies with * on homepage. Consider them as extension of this syllabus.

Lectures: BA 119

M, W, F: 8:30 – 9:20 AM

Credits: 3

Office Hours:Dr. Rani's face to face office hours will be announced when she gets back.

Online office Hours (Webcourses) Fri: 11:00 AM –1:00 PM

Ms. Tina Richards:

Office Hours: Wednesday from 945am-12:30pm and by appointment

Biology Room 436

E-mail:Dr. Rani: emails sent through course homepage will receive my attention. Expect 2 business days for a reply.For other purposes: Rani.Vajravelu@ucf.edu (there is no guarantee for a reply with this address).Phone: (407) 823 – 0990 [emails & phone calls on redundant info will not be replied]Ms. Richards: Tina.Richards@ucf.edu Expect 2 business days for a reply. Temporarily unavailable through WebCoursesPhone: (407) 823 – 3583 [emails & phone calls on redundant info will not be replied]**Course Description:**

Economically important plants in various cultures will be discussed based on morphology, anatomy, chemistry and their uses in everyday life. Students are expected to learn and remember an array of technical terms.

Required:

1. Textbook: *Ethnobotany: A Modern Perspective*, Vajravelu, 2009.
Kendall/Hunt Publishing company ISBN 978-0-7575-7251-7
2. Access to Webcourses@ucf.edu BOT3802 course homepage

Objectives and Learning outcomes:**Students will...**

- learn the appropriate scientific vocabulary related to culturally known plants.
- learn how plants are used in different cultures around the world.
- find about the historical events related to the discovery, use and misuse of plants.
- gain the real world knowledge on plants used in everyday life.

At the end of the course, students will be able to...

- apply the terminology to name and describe culturally known plants and their parts.
- identify culturally useful plants by name, type, local uses, and their role in historical events.
- understand the domestic and commercial uses of various plant products.
- apply the gained knowledge to everyday real world situation.

Late Registration: January 06, 2014 - January 10, 2014 11:59 PM

Drop/Swap: January 09, 2014 11:59 PM ADD: Friday, January 10, 2014 11:59 PM

Withdrawal Deadline: Mar 18; **University Holidays:** Jan 20; March 03- 08, 2014

Attendance:

Regular class attendance is expected of all enrolled students. Students are responsible for all materials covered and all announcements made in every class, whether they were present or not. Tests and exams often include questions on material presented in class, so performance on these indirectly reflects attendance. Attendance will be taken randomly. You need not bring class absence excuses to the instructor unless a test/exam is missed.

Evaluation: Total points for the course: 500

TESTS: 3 tests, each worth 100 points for a total of **300 points** [60% of your final grade].

FINAL EXAM is COMPREHENSIVE, worth **200 points** [40% of your final grade]. More information will be given closer to the final exam.

Evaluation Policy for the entire course: The following scale will be used to convert numerical grade in to a letter grade. That is,

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://z.ucf.edu>

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 that is submitted to the instructor within 24 hours of missing the final exam.

Lecture and test schedule:

Chapters 1- 11 from your textbook will be covered in the form of lectures, reading assignments, homework and educational videos. Lecture schedule is tentative; test schedule is fixed unless the University is closed for unforeseen reasons. Any changes to the schedule below will be announced in class/Webcourses.

Jan 06 Syllabus distribution; course policies

Jan 08– Feb 05 Chapters 1, 2 & 3

Feb 07 Test 1 Friday – 100 points

Feb 10 –Mar 12 Chapters 4, 5 & 6

Mar 14 Test 2 Friday – 100 points on material covered since the last test

Mar 18 – Apr 11 Chapters 7, 8 & 10 (skip 9)

Apr 14 Test 3 Monday – 100 points on material covered since the last test

Apr 16 - 18 Chapter 11

Apr 21 Final review. Last day to take care of pending grade concerns.

Apr 23 Final comprehensive examination- 7 AM– 9:50 AM

There is no additional curve given to any of the tests including final.

Students who show up late (more than 5 minutes after the scheduled start) for any of the tests will be marked absent and must go through a **makeup**. For any conflicts, check with the instructor a week in advance.

***Make up test:**

If a test/exam is missed with a valid reason a make up can be requested. Inform by 5 pm on test day and turn in a make up request form (available on homepage) within a week (24 hrs for test 3 & final exam). It is the student's responsibility to initiate the request and follow up with posted instructions. Instructor is not responsible for any excuse left in e-mail or voice mail, and excuses given orally in person unless supported by documented make up form. Make up test will be of a different version and may contain short essays. **Please use the office hours for all your discussions and presenting excuses. They will not be accepted in the premise of the lecture hall.** A student can have a maximum of one chance for a make up for the entire semester unless the reason is University- approved. Talk to the respective instructor during office hours if you have any other concerns.

Grade posting:

- Test and final exam grades will be posted on WebCourses course homepage. Log in to this page with your password and click "Grades."

Instructor is not responsible for network problems and logging in difficulties.

Grade concerns:

Bring concerns regarding posted grades to the attention of the instructor within one week (24 hrs for final exam) 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>

Scantrons & Score sheets:

- Scantrons will be provided for all tests. You must have a valid UCF student ID in your possession in order to enter the exam room.
- Scantrons are machine graded. Graded scantrons will not be returned to students. However, a score sheet will be printed out of each student's scantron with all incorrect responses marked on it. Such individual score sheets will be available at the respective instructor's office for two weeks after each test (1 week for 3rd test). The students can pick them up during this time and may review the completed test.
- You may not review the test book, if you did not take the test. You must have your score sheets with you to check your answers. Only one test will be available for review at one time.
- Instructor is NOT responsible for the following conditions caused by the student and the resulting error in grading the scantron: Test form error; incorrect PID, eraser marks, smudges; illegible writing/bubbling for the computer to read; wrong answers bubbled. If a re-grading is needed because of student's fault, 2 raw points will be deducted from that test/exam.
- Any concern with scantron information (incorrect or missing PID, wrong test form, etc.) must be verified only by the student by visiting the instructor's office within a week after each test.
- Unclaimed test score sheets that are not picked up by the last day of classes are NOT the responsibility of the instructor.

Tech help: Webpage related: Call CDWS 3-0407 or <http://learn.ucf.edu/support/>

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:

Students with disabilities who need accommodations in this course must be registered with UCF Student Disability Services, phone (407) 823-2371. And also must contact the professor at the beginning of the semester to discuss needed accommodations.

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, cheating, or helping someone cheat will not be tolerated, and will result in an automatic **F** for both the offending students and anyone assisting them.

In addition, appropriate University disciplinary action will be initiated, including the Z grade policy.

Other important 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. If you bring a laptop or other mobile device to class, use it only for instructor approved course-related activities. Anyone caught text messaging, surfing the internet or emailing during lectures will have 5% deduction of their final course grade.
4. Walking in late and/or leaving early from the lecture hall disrupts the entire class and NOT allowed.
5. Recording of class lectures in audio/video form NOT allowed. Duplication and distribution of class lectures 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. Use these materials at your own risk.***
6. All kinds of audio/video, cell phones must be turned off inside the class room. Dictionaries, books, pocket calculators or organizers, scanning pens, or any other electronic devices NOT allowed for use during class tests and examinations.
7. When a student leaves the exam hall once the exam 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.
8. Anyone who interrupts the classroom-learning environment by any kind of disruptive behavior (including the ones in 3 & 4 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.
9. You are advised to use the course homepage for BOT3802 related posting only. Students usually exchange their class notes through the discussion board. Please remember Dr. Rani does not verify the accuracy of such shared information among students.

General Policy:

Changes will be made in the above policy 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 after the semester for any questions regarding the course grade.

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