

BSC 2011C Sections 1 and 2: General Biology II

Department of Biology, College of Sciences

Number of Credit Hours: 4

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Instructor Information

Part A - Evolution, Microbial Biodiversity and Plant Physiology from Jan 6 - Feb 26:

- Instructor: [Dr. Charissa de Bekker](#)
- Office Location: Biological Sciences Building, room number BIO435
- Office Hours: From Jan 6 - Feb 26
 - In-person office hours: Every Mon - Wed - Fri 12PM - 2PM
 - Virtual office hours using Webcourses Conferences: Every Tue 8:30AM - 9:30AM
- Digital Contact: charissa.debekker@ucf.edu or Webcourses@UCF messaging

Part B - Animal Anatomy, Physiology and Ecology from Feb 28 - Apr 27:

- Instructor: Dr. Christa Dierksen
- Office Location: Biological Sciences Building, room number BIO201A
- Office Hours: From Feb 28 - Apr 27
 - In-person office hours: Every Mon 12PM-2PM; Tue 1 PM-3PM; Fri 12PM-2PM
 - Virtual office hours using Webcourses Conferences: TBA
- Digital Contact: christa.dierksen@ucf.edu or Webcourses@UCF messaging

Laboratory Coordinator:

- Coordinator: Mr. Jacob Hart
- Office: Biological Sciences Building, room number BIO111
- Digital Contact: jacob.hart@ucf.edu

Laboratory Teaching Assistants:

- You will meet with your GTAs during the individual laboratory portion of this course and will receive their contact information and office hours information during that time.

Course Information

- Term: Spring 2020
- Course Number & Section: BSC 2011C. Section 1 and 2
- Course Name: General Biology II
- Credit Hours: 4
- Class Meeting Days: Monday, Wednesday, Friday and enrolled laboratory section
- Class Meeting Time:
Section 1: 8:30AM - 9:20AM
Section 2: 10:30AM - 11:20AM
- Class Location:
Section 1: College of Sciences Building, CSB 101
Section 2: Classroom Building I, CB1 121

Enrollment Requirements

Course Prerequisites: A “C” (2.0) or better in BSC 2010C (Biology I) or equivalent approved course. Preference will be given to students whose program requires this course.

Course Description

BSC 2011C (Biology II) is the second of a two-semester general biology sequence and a continuation of BSC 2010C (Biology I). Biology II serves as a pre-requisite for other, upper-level biology courses and/or as an admission requirement for many post-graduate programs.

The course discusses organismal anatomy and physiology as it relates to biodiversity, ecology and evolution. The course places an emphasis on problem-solving, analysis, synthesis of information, and applying data effectively as it relates to the course content and biological concepts discussed. To achieve this level of learning, in addition to interactive face-to-face lectures, BSC 2011C makes use of online pre- and post-lecture assignments and quizzes to help learn content and to prepare students for in-class active learning assignments that all focus on developing and testing problem solving and information synthesis skills.

General course topics are:

- Evolution
- Microbes (prokaryotes, eukaryotes and viruses)
- Plants (biodiversity and physiology)
- Animals (biodiversity, anatomy and physiology)
- Ecology

Required Course Materials

Webcourses

- BSC 2011C will use UCF's Webcourses for important course components such as access to course content and documents (e.g. copies of Powerpoint slides, syllabus), online quizzes and assignments, grade posting and for the required downloading of laboratory materials.
- It is the your own responsibility to ensure you have access to our Webcourses and that you routinely check materials available there.
- You can access Webcourses through <https://my.ucf.edu> or directly through <https://webcourses.ucf.edu>, using your NID and NID password.

Textbook

The required textbook for this course [OpenStax Biology 2e](#) is available for **free** online.

Print ISBN 1947172514

Digital ISBN 1947172522

www.openstax.org/details/books/biology-2e

Since this textbook is an Open Educational Resource (OER), specific modules of the text, relevant to this course, have also been integrated into Webcourses Pages and Modules. **Students are highly encouraged to utilize this curated version of the online text in order to focus on the necessary content in an efficient manner.**

Students can also access the full text book in one of the following ways:

- [Online web view](#), for free -- the responsive design works on any device.
- [Download the PDF](#) for free -- it is recommended that you download the PDF in case of technical issues with the publisher website.
- [Purchase the book on iBooks](#) at a relatively low cost.
- [Purchase a print version](#) at a relatively low cost via the campus bookstore or from OpenStax on Amazon.com.

You can use whichever formats you want. Web view is recommended -- the responsive design works seamlessly on any device.

If you decide to buy on Amazon, make sure you use the link on your book page on openstax.org

so you get the official OpenStax print version. (Simple printouts sold by third parties on Amazon are not verifiable and not as high-quality.)

Online Learning Assignments Platform: Expert TA

The required assignments platform for this course is Expert TA. Studies show that we retain more information when concepts are brought to life with educational exercises that are more interactive. To achieve this goal during the online assignments portion of this course, BSC 2011C makes use of Expert TA Enhanced Biology, which integrates portions of the required textbook OpenStax Biology 2e for reference and better learning.

Expert TA Registration:

To register and start using Expert TA for this course, please, follow these instructions:

- **From inside of Webcourses, go to an available assignment and open it.** *This action brings you directly to the take assignment page. Before you are able to work problems, you must make a payment selection.*
- **Check-out.** You will not be able to do assignments until you complete the payment process. - *You will need to click on the check box to confirm that you are purchasing access for the class listed. After you have clicked the check box, you will choose your method of payment.*
 - Payment with a Credit Card - If you are using a credit card to pay now, click “Credit Card”. After clicking “Credit Card” you will be redirected from our site to Authorize.net - Authorize.net is an industry leader in secure payments. Enter your credit card information. Note: Pay careful attention when entering information into each field, including the street address and CVV code boxes.
 - The option for a free Trial will allow you to delay your payment for exactly two weeks. If the trial is chosen, you will be able to do assignments immediately, and asked to make your payment with a credit card after the 14-day trial period has ended.
- **Registration is Complete and you are done!** Once a credit card payment has been made, or another payment option or free trial was chosen, you can begin using Expert TA. You will be directed back into the assignment to begin your work.

As you work problems, your scores are ported back over to Webcourses within a few minutes at a time.

- **Verify your email.** You will see information at the top of the page each time you are redirected from Webcourses into Expert TA, including the email address our system captured for you. This is your username and how you are identified in the Expert TA system. **The email associated with your Expert TA and Webcourses account must match for your grades to sync automatically!**

FAQs:

- **Do I need a password?** No, because you log into Webcourses, you will never access Expert TA directly from our login page, as your password is handled and managed via Webcourses at all times.
- **Can I study from previously taken assignments?** Yes, if you want to visit Expert TA for additional practice, or to study, then you can go into the system from an older assignment, and then navigate manually outside of the take assignment area to the Class Management page, which is your dashboard. All assignments used with Webcourses are shown here. Completed sets can be opened back up by clicking the assignment name and choosing View Detailed Grade Report.
- **What are the Hints and Feedback in Expert TA assignments?** Hints and Feedback are provided throughout the term while taking assignments. Hints are generalized tips, whereas feedback is a meaningful response based on your most recent incorrect answer.
- **Is there an ExpertTA Tutorial available?** Yes, tutorial problems are available in the “Student Practice Area” below the Class Menu window.
- **What do I do when ExpertTA does not work properly?**
 - Go to the Student Support Link: <http://theexpertta.com/support/student-support>
 - Or contact student support 24x7 through email main@theexpertta.com or call 877-572-0734.

Classroom Response System: iClicker

The required classroom response system for this course is [iClicker](#) to facilitate a more interactive classroom and, therefore, a more effective learning environment. You can earn clicker points during the face-to face lectures and the active learning sessions.

You will need at least one iClicker option to use for earning clicker points during face-to-face sessions, but there are several choices so you may choose which you prefer in format and price:

1. **iClicker2:** Physical remote that must be brought to each class.
2. **iClicker REEF access:** Paid app which can be used by a WIFI enabled smartphone, laptop or tablet.

Either the physical clicker or the REEF app will work for this course. You can obtain iClicker options in one of the following ways:

- UCF Bookstore Option:
 - iClicker2: ISBN 9781319149581
 - The bookstore may also have codes of varying lengths for REEF subscriptions for purchase.
- You may also use a used or borrowed iClicker2 remote but you must register the clicker for our course.
- If you wish to only use your own device with the iClicker REEF app, you can purchase subscriptions of varying lengths from within the app. The iClicker REEF app is available for both iOS and Android.

- Additionally, REEF only accounts can access polling through a browser using your smartphones, tablets or laptops.

iClicker Registration:

You must register your physical iClickers (aka a remote) or join the correct course in the REEF app to ensure proper credit of clicker points.

Please, follow the instructions in this [PowerPoint handout](#).

Alternatively, you can follow the instructions below:

<https://macmillan.force.com/iclicker/s/article/Student-Guide-Enhanced-Grade-Sync-Integration-with-Canvas>

Remote users will also have to add their 8-digit iClicker remote ID to their REEF accounts based on the below instructions:

<https://macmillan.force.com/iclicker/s/article/Register-an-iClicker-Remote-in- Reef>

Remote users will not need to purchase REEF access, they can let the accounts expire, they will still be able to receive their grades submitted with the iClicker remotes. Only those students will need access to the REEF application who wish to use their mobile devices in class.

If you lose your iClicker and purchase, rent or borrow a new iClicker, you must register the new clicker for our course AND notify the instructor or you may not receive credit for any points with the new clicker.

Use the default **frequency of AA** for our class unless you are told otherwise.

- *For the REEF app:*
 - If you are new to REEF, create a REEF account. If you have used REEF before, log in with your credentials.
 - **Important:** You must use your **UCF NID** and **name that matches the UCF class roster** (i.e. What you use for the UCF registrar) and your **Knightmail** account when you sign up for a REEF account
 - If you have not pre-purchased a REEF subscription code, you must purchase a REEF subscription within the app.
 - Register your REEF app with the course using the instructions in [this PDF](#).
 - **Important:** simply joining the class from the app will not complete the syncing process so that your clicker points will be synced correctly to our Webcourses.

You must complete the steps outlined in this [pdf to complete the process](#).

- Use the “Add a Course” button and find University of Central Florida. Search for Biology II and add the appropriate course for your lecture section:
 - **Biology II: 8:30 Lecture (de Bekker & Diercksen)**
 - **Biology II: 10:30 Lecture (de Bekker & Diercksen)**

Communication

Who to contact, when?

- **Contact Instructors (Drs. de Bekker or Diercksen):**
 - If your question is about *course content* from lecture or lecture *exam content*.
 - If your question is about *procedures* (e.g., grading, your grade, make-up exam times etc.)
 - Refer to the course schedule to identify the course content/semester time each instructor teaches and send emails to the appropriate person. In general, Dr. Diercksen will NOT be answering emails or conducting Bio 2 office hours during the first half of the semester and Dr. de Bekker during the second half.
- **Contact Biology 2 Lab Coordinator (Jacob Hart):**
 - Contact Mr. Hart about lab *only* if your individual lab GTA has not responded to your lab inquiry within a reasonable amount of time.
- **Contact Graduate Teaching Assistant:**
 - If your question is about the lab, including grading, e-mail your GTA or see him/her during their office hours.

Office hours

- Office hours are entirely walk-in and individual appointments are NOT available during the regular times.
- Any meeting *outside* of regular office hours must be scheduled in advance with the instructors through email.
- Office hours for each individual instructor are indicated in the Instructor Information section of this syllabus and are subject to change.

Emails

- **Email and Webcourses Messages are the only acceptable method of routine communication.**
- *Only* e-mails from your UCF's Knightsmail account or messages through Webcourses will receive replies, without exception.
 - Do NOT leave phone messages on our office phones as they will not be returned.
 - Do NOT leave phone or written messages in the Biology Department Office.
- All attempts will be made to answer emails within 48 hours. If you do not receive a response after 48 hours, please re-send. We experience a very high volume of emails and occasionally some will slip through unread.
- Emails must be written in a professional manner with proper grammar.
- State in the subject line a brief description of the inquiry (e.g. Question about Exam 2 content).

- State that you are a **Biology 2 student** and include your **course section # or lecture time and sign off your email with your full name and UCF ID# or NID**. Emails that do not include this information will NOT be answered.
- **Redundant e-mails:** We will NOT reply to messages requesting information that is available on this syllabus, has been posted as an announcement in Webcourses or made during class or that can be resolved by common sense and/or using standard public or UCF information services.
- Keep in mind, Florida has a very broad open records law (F.S. 119). Emails between faculty and students may be subject to public disclosure.

Webcourses Announcements

- Check Webcourses' [Announcements](#) regularly and/or adjust your Webcourses' settings to allow notification emails of Webcourses' Announcements. We will try not to overload you with unnecessary messages. Knowing the important information released in these announcements will be the your own responsibility.

Classroom Announcements

- Important announcements will often be given at the beginning of lecture.
- It is your own responsibility to be present for these announcements.
- If you miss lecture, do NOT email the instructor to find out what you missed, ask a fellow student instead.

Student Learning Outcomes

- Given terms and facts pertaining to evolution, biodiversity, physiology, and ecology, students will be able to classify them correctly.
- Given biological examples, students will be able to correctly differentiate how they relate to evolutionary concepts and theories.
- Given phylogenetic relationships, students will be able to correctly interpret the level of organisms' relatedness.
- Given organismal features, students will be able to correctly reconstruct phylogenetic classifications.
- Given real biological observations, students will be able to correctly implement the concepts of evolution and biodiversity.
- Given the descriptive characteristics of animals, students will be able to correctly identify distinguishing features of animals in general as well as key features of major animal divisions from simple invertebrates through advanced vertebrates.
- Given structural and physiological descriptions, students will gain a basic understanding of the function of animal body systems and how they work together in a complex animal.
- Given the characteristics of a given ecosystem, students will be able to make connections between biotic and abiotic factors and understand how organisms are linked to their environment as well as each other through trophic level interactions.

Course Activities

Academic Activity: especially important for financial aid students!

- Faculty members are required to document students' academic activity at the beginning of each course for proper distribution of financial aid to those students that receive it.
- To document that you began this course, complete the Academic Activity Assignment by the end of the first week of classes **Friday, January 10, 2020 at 5:00 PM**, or as soon as possible after adding the course. Failure to do so will result in a delay in the disbursement of your financial aid.
- The Academic Activity Assignment for this course is a short [Syllabus Quiz](#) that can be accessed through Webcourses under the Quiz section.
- The academic activity assignment is vital for financial aid students, but EVERY student will receive **one bonus point on Exam 1** for completing the [Syllabus Quiz](#) before the deadline.
- The score you receive on this syllabus quiz will NOT affect your course grade but read the syllabus and try your best to answer the questions.

Pre-Lecture Questions: Expert TA

- To facilitate more effective learning in the classroom and help you better prepare for the Lecture Exams, we ask of you to come to the lectures prepared. by:
 - **Reading the assigned Chapter sections for that day's lecture BEFORE coming to class**
 - **Answer the questions in the Pre-Lecture Questions BEFORE coming to class**
- The [Pre-Lecture Questions](#) in the Webcourses Assignments section automatically links to The Online Platform Expert TA.
- **Pre-Lecture Questions are due at 8:30AM on the day of the lecture that discusses the related content.**
- The number of attempts it takes you to answer all questions correctly will NOT affect your course grade. However, read the required text and try your best to answer the questions! These assignments are only useful to you when you take them seriously and use them as an opportunity to study.
- The maximum score you can receive on each assignment is 100% if you answer all questions correctly and submit BEFORE the due date and time .
- The maximum score you can receive on each assignment is 50% if you answer all questions correctly and submit AFTER the due date and time but before the scheduled exam that covers the content of the late assignment.
- **Important: There are NO makeups or excused absences for missed Pre-Lecture Questions** (unless a student can provide documentation affecting them longer than 1 week, e.g. extended hospitalization, sequestered jury duty, etc. that prevented computer access).
- Technical or internet difficulties will NOT be accepted as an excuse for missing Assignments.
- Students are responsible for knowing the assignment due dates which can be found on Webcourses.

Weekly Post-Lecture Quizzes

- There will be eight (8) [online quizzes](#) given through Webcourses, one per week except for the first week of the semester and any week an exam is being given.
- Each quiz will consist of 10 multiple choice questions based on course content.
- These quizzes are intended to help you learn along the way. The quizzes are open-book and un-timed but you only have **ONE (1)** attempt to take the quiz.
- Your **lowest (1) quiz grade will be dropped** from your final grade.
- Quizzes will be available to students for one week, opening at **8:00AM on Mondays** and closing at **11:59PM on Sundays**.

- **Important: There are NO makeups or excused absences for missed quizzes** (unless a student can provide documentation affecting them longer than 1 week, e.g. extended hospitalization, sequestered jury duty, etc. that prevented computer access).

- If you miss taking a quiz, you will receive a zero (0) for that quiz's grade. Therefore, do NOT wait until the last minute to take the quiz.
- Technical or internet difficulties will NOT be accepted as an excuse for missing quizzes.
- Students are responsible for knowing the quiz due dates which can be found on Webcourses.

Lecture Attendance and Participation

- Lecture attendance is not strictly required, but we strongly advise you to attend as many lectures as you can, **Students that attend the face-to-face sessions and actively engage in these lectures generally do better in this course!**
- To motivate you to come to lecture and actively engage with the content, we will be using the iClicker classroom response system for class participation and assessment of class and/or individual knowledge for key lecture concepts.
- Questions will be content focused or opinion and will often involve peer discussion before or after the questions.

- By answering at least 75% of the iClicker questions offered in a lecture class, you will receive ONE iClicker point for that lecture.
- Points will be awarded for completion only, NOT accuracy for these questions.
- When taken seriously, these activities will help you understand and retain the information given during lectures and improve your chances of doing well on the Exams, Quizzes and Active Learning Assessments.
- **Important: Not all clicker points will be counted in the final clicker grade (approximately 20% of the final clicker points will not be counted) to allow for absences or if a student forgets their clicker remote or device.**
- You are responsible for bringing your iClicker or smart device with the REEF app to EVERY lecture and active learning session except for lecture exam days.
- There will be NO loaner iClickers available.
- There will be NO alternative method (e.g. Writing answers down on paper and turning in) for recording your responses *even if you were in attendance during the lecture*.

- Special case absences (e.g. documented UCF related absences from class or extended illness) will be considered on a case by case basis by the instructors only if the absences total more than the clicker points that are dropped. Students must provide documentation for these absences if the absences are approved.

Active Learning Sessions

- Active learning sessions will take place during your registered lecture section.
- During these sessions you will work on problems that relate to the content you learned through reading, lectures and assignments.
- Worksheets with the problems will be made available to you prior to the active learning session so you can download, print or display the assignment on your device during the session. You can find these worksheets in [Webcourses Assignments](#).
- Each session, you have ~20 minutes to work through the worksheet in small groups or by yourself if that is what you prefer (though we recommend working in groups so you can learn from and with your peers!).
- After working through the problem sets you will receive 10 iClicker questions that you will have to answer individually using your iClicker. The iClicker questions relate to the ones that you worked on with your peers.
- Each question is worth 1 point: 0.5 point participation + 0.5 point correct answer. These points contribute to your overall iClicker score.

Laboratory Attendance and Participation

- There is a REQUIRED face to face laboratory component to BSC 2011C. You must attend lab on the day and time you are enrolled on your class schedule.
- All detailed information concerning the laboratory will be covered in the separate laboratory syllabus found in your laboratory section's Webcourses.
- Please direct all lab-related questions and grading to Mr. Hart or your GTA. Drs. de Bekker and Diercksen can NOT answer lab content or lab logistic questions.

Lecture Exams and Scantron Policy

- There will be five (5) lecture exams given that cover lecture/textbook content. Your **lowest (1) exam grade will be dropped** from your final grade.
- There will be one (1) **cumulative final exam** during finals week at the end of the semester which **cannot be dropped**.
- Exam 1, 2 and 3 are based on the content from Dr. de Bekker's lectures, and Exam 4 and 5 will be on Dr. Diercksen's lecture content.
- Lecture exams will be given during your registered lecture section. You **MUST** take your lecture exams with your section (e.g. If you are registered for the 8:30-9:20 lecture, you must take your exam beginning at 8:30) unless a prior, documented approval is given by the instructors. Failure to take an exam in the correct section will result in a 0 for the exam.
- All exams will use machine-scored scantrons.

- **Scantron Policy:** You are required to supply scantrons prior to your exams.
 - **Six (6)** scantrons with **no markings** on them **MUST** be given to your lab teaching assistant by **January 31, 2020** (Friday, the week of the first exam).
 - If no scantrons are submitted, your Exam 1 grade will be **reduced by 10% permanently**. Until you turn your scantrons in, each successive exam will have their point value permanently reduced in the following manner: Exam 2, reduced 20%; Exam 3, reduced 30%; Exam 4, reduced 40%; Exam 5, reduced 50%.
- Exams 1-5 will begin promptly at the beginning of class and require the full 50 minutes. Exam 6 is a cumulative final exam and will occur at the scheduled time during finals week for your section.
- **Be on time for all exams!** A late student will be allowed access to the exam only at the discretion of the instructor. No extra time will be allowed for late arrivals.
- Bring to every exam:
 - #2 pencil
 - Valid UCF Student ID
 - Know your UCF ID# (PID)
- Lavatory use during an exam requires the escort of a teaching assistant if available.
- Once you begin an exam, you are not entitled to take a make-up exam if you stop for any reason.

- Scantrons will **NOT** be automatically returned to students. Instead, each student may request an individual scantron report after grades have been posted in Webcourses and an announcement has been made. Instructions will be given on how to obtain a scantron report in class.
- Exams may be reviewed with the appropriate instructor during their office hours after you obtain your scantron report.
- Each exam must be reviewed prior to the next exam's release date (e.g. You may review Exam 1 only during the time between when Exam 1's grades are released and before Exam 2's review period.).
- If a student takes a lecture exam but sees a "-1" in the Webcourses grade column for that exam, it is the student's responsibility to meet with the instructors in person to remedy the situation which most likely was a failure on the student's part to encode the correct ID# or test version.

Make-up Exams and Assignments

Per university policy, you are allowed to submit make-up work (or an equivalent, alternate assignment) for authorized university-sponsored activities, religious observances, or legal obligations (such as jury duty). If this participation conflicts with your course assignments, we will offer a reasonable opportunity for you to complete missed assignments and/or exams. The make-up assignment and grading scale will be equivalent to the missed assignment and its grading scale. In the case of an authorized university activity, it is your responsibility to show us a signed copy of the Program Verification Form for which you will be absent, prior to the class in which the absence occurs. In any of these cases, please contact us ahead of time to notify us of upcoming needs.

In practice, this means the following:

- For known conflicts ahead of time, you must contact the appropriate instructor to arrange for a makeup exam prior to the exam.
- For emergencies on the day of the exam, you must email the appropriate instructor **within 24 hours** of the exam date and provide written documentation as soon as possible.
- Valid excuses must be from an appropriate authority (doctor, police, judge, UCF sporting event, military supervisor, etc.) and on letterhead with original signature and date.
- Excuses from relatives (including relatives who are doctors, dentists, attorneys, etc.) are NOT accepted.
- **Important: Job or other work-related absences will NOT be considered a valid excuse for missing an exam.**
- The absence must have been caused by a valid emergency or circumstance as determined by the instructors including but not limited to: major illness, serious family emergency, jury duty, military obligation, observance of a religious holiday, etc. in order to warrant a makeup exam.
- If approved, makeup exams will be scheduled within one week of the exam date.
 - Makeup exams will be held in the Biology Testing Center during the day and times below. Other makeup times will be considered on a case by case basis.
 - Monday: 9 AM – 11 AM in BIO 104
 - Thursday: 8 AM – 10 AM in BIO 104
- Undocumented or unapproved absences will NOT be considered for a makeup exam. Students will receive a score of zero for an unexcused missed exam.

Assessment and Grading Procedures

- You will receive one final course grade for BSC 2011C that combines your lecture and laboratory grades at the end of the semester.
- At the end of the semester, your score for each of the components below will be added up and converted to a final course percentage.

Activity	Percentage of Grade
Pre-Lecture Questions	5%
Weekly Post-Lecture Quizzes (lowest (1) grade dropped)	10%
iClicker Questions & Active Learning Questions	10%

Laboratory Attendance and Participation	25%
Exams 1-5 (lowest (1) grade dropped)	40%
Final Exam	10%
Total	100%

- Your final course grade will be awarded using the following scale:

Letter Grade	Points
A	90-100
B	80-89
C	70-79
D	60-69
F	59 or below

- Biology majors:** A grade of “C” or higher is required to advance in your Biology coursework. For other majors, please check with your major’s department for more information.
- There will be NO automatic additional curving of grades and no “extra credit” or “bonus” points awarded.
- Final semester grades will NOT be rounded up. (e.g. An 89.9% will be a “B”). This is a definitive cut off and NO grades will be altered unless there is a documented error in the grade calculation that would change a student’s course letter grade.
- Students are responsible for keeping track of their own grades and identifying issues within 2 weeks of any posted grade.
 - Grades will be posted in Webcourses but are NOT to be considered official grades.
 - No grades will be given over the phone or by email according to Federal law (FERPA regulations).
- Withdrawal Deadline: Wednesday, March 20, 2020 at 11:59 PM**
 - Please refer to the Undergraduate Catalog for detailed information about the implications of the withdrawal date.
 - Students must initiate withdrawal themselves. Instructors will NOT automatically withdraw any student from the course. Late and Medical Withdrawals and Incompletes are granted for only very compelling and documented reasons.
- Grade Forgiveness Deadline: Monday, April 20, 2020 at 11:59 PM**
 - If you are re-taking this course, you must apply through MyUCF for grade forgiveness (it will NOT be automatically granted). Please, refer to the Student Handbook for additional information about Grade Forgiveness.

Grade Details Pre-Lecture Adaptive Learning Questions (5%)

- Every Pre-Lecture Assignment is due at 8:30AM on the day of the lecture that discusses the related content.
- You can take as many attempts as you need to answer each question correctly.
- The number of attempts it takes you to answer all questions correctly will NOT affect your course grade.
- The maximum score you can receive on each assignment is 100% if you:
 - answer all questions correctly
 - and submit BEFORE the due date and time .
- The maximum score you can receive on each assignment is 50% if you:
 - answer all questions correctly
 - and submit AFTER the due date and time but before the scheduled exam that covers the content of the late assignment.
- Any missed Assignments will receive a zero (0%) for that assignment's grade.
- All Pre-Lecture Assignments taken together account for 5% of your final grade.

Grade Details Weekly Post-Lecture Quizzes (10%)

- Each quiz will consist of 10 multiple choice questions based on course content.
- The quizzes are open-book and un-timed but you only have ONE (1) attempt to take the quiz.
- If you miss taking a quiz, you will receive a zero (0) for that quiz's grade.
- All Quizzes taken together account for 5% of your final grade.
- Your lowest (1) quiz grade will be dropped from your final grade.

Grade Details iClicker Questions and Active Learning Questions (10%)

- Participation in face-to-face Lecture Questions and Active Learning Assignments will be recorded using iClicker.
- By answering at least 75% of the iClicker questions offered in a lecture class, you will receive ONE iClicker point for that lecture. During lectures, points will be awarded for completion only, NOT accuracy for these questions.
- By answering all questions CORRECTLY in an active learning session, you can earn a maximum of TEN iClicker points for that session. Each question is worth 1 point: 0.5 point participation + 0.5 point correct answer. These points contribute to your overall iClicker score.
- Taken together, these clicker points will be counted towards the final clicker (i.e., Lecture Questions and Active Learning Assignments) grade, which accounts for 10% of your final grade.
- You must be using your own registered iClicker and be attending **your registered lecture section** to receive iClicker points.
- **Important: The iClicker software and whether it detected your clicker is the final say in awarding points.**
 - Do NOT stop by the lectern, email after class or come to office hours to ask for points because of technical difficulties with your clicker. If you were in class and using your

registered clicker properly, it will record your response if you see the check mark. If there is some issue with your clicker, you must address it immediately (e.g. re-register, change the batteries, ensure you have the right frequency, etc.) if you wish to earn clicker points.

- **Important: Not all clicker points will be counted in the final clicker grade (approximately 20% of the final clicker points will not be counted) to allow for absences or if a student forgets their clicker remote or device.**
 - Excess points over the ones counted will NOT be used as bonus points.
- Clicker points will be posted to Webcourses on a regular basis for those using the physical remotes. Students are responsible for contacting the instructor immediately if they see an issue with their clicker points in Webcourses.
- Students using the REEF app can check their point totals in their own app.
- **Important: Cheating with iClickers: Using another student's iClicker in class when they are absent is considered cheating and a violation of UCF's Golden Rule.**
 - If you are caught using a remote for another student or you have points in a class you did not attend, you will lose all of your clicker points and may face additional disciplinary action. The student who has given you the remote to use will face similar penalty consequences.

Laboratory Attendance and Participation (25%)

- Please refer to the laboratory syllabus for all detailed information concerning the lab and lab grading.

Lecture Exams (40%)

- There will be five (5) multiple-choice lecture exams given that cover lecture/textbook content. Your **lowest (1) exam grade will be dropped** from your final grade.
- You **MUST** take your lecture exams with your section (e.g. If you are registered for the 8:30-9:20 lecture, you must take your exam beginning at 8:30).
- All exams will use machine-scored scantrons. Please, refer to the scantron policy in the Course Activities section.
- Please, refer to the Course Schedule for planned Exam Dates and do NOT plan trips or other activities on these dates.

Final Exam (10%)

- A **cumulative** (i.e. Covering all course content) Final Exam will be given during the official UCF Final Exam time assigned to our class sections during the Final Exam period.
- Unless permission is given by the instructors, all students must take their final exam during their assigned course section.
 - **8:30 Lecture Section: Wednesday, April 22, 7:00-9:50 AM**
 - **10:30 Lecture Section: Monday, April 27, 10:00 AM-12:50 PM**

- If a student fails to attend their assigned final exam time without a documented and approved excuse, at the instructor's discretion, they *may* be allowed to make up the final exam however their final exam score will be reduced by 10%.
- Students will NOT be allowed to take the final exam if they have not turned in scantrons for the semester.
- The final exam is REQUIRED and failure to take the final exam will result in a failing (F) grade in the course regardless of the student's grade otherwise.

Course Schedule

The tentative course schedule is subject to change and can be found [here](#).

University Services and Resources

Academic Help: Student Academic Resource Center (SARC)

- **Supplemental Instruction (SI)** sessions are available for this course through the Student Academic Resource Center (SARC).
- Our assigned SI leader will be attending lecture and will make announcements about their review sessions' days and times during class.
- Their SI sessions for this semester can be found [here](#).
- For more information on services provided by SARC, please visit their website at:
 - <https://sarc.sdes.ucf.edu/>
 - SARC is located in Room 117 in Trevor Colbourn Hall.
- **The instructors and the graduate teaching assistants are always available to answer your content questions.**
- **Please ask for help if you need it and do not wait until it is too late!**

Other Academic Services and Resources

A list of available academic support and learning services is available at [UCF Student Services](#). Click on "Academic Support and Learning Services" on the right-hand side to filter.

Non-Academic Services and Resources

A list of non-academic support and services is also available at [UCF Student Services](#). Click on "Support" on the right-hand side to filter.

Policy Statements

Classroom Conduct

- All students enrolled in this course agree to abide by the UCF Golden Rule

- This is a very large class with inherent challenges due to its size. For the best learning environment for everyone, please:
 - Arrive and depart on time and stay for the ENTIRE lecture period.
 - No talking during class.
 - Place cell phones on vibrate.
 - Cell phones and electronic devices must be turned off and put away during lecture exams.
 - Laptop use is allowed for course related use only. The instructors reserve the right to ban ALL laptop use if students do not abide by this rule.
 - Tape recording of lectures is permitted.
 - Abusive/Offensive behavior will not be tolerated in lecture, during laboratories, and during office hours. Abusive/Offensive language in email communications will not be tolerated either. Instructors, teaching assistants and fellow students all need to be treated with respect.
 - This is an open, tolerant, judgement-free learning environment.
 - Disruptive behavior will not be tolerated; offenders will be removed from the lecture hall.

Academic Integrity

Cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. We will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words: don't cheat by giving answers to others or taking them from anyone else. As your instructors, we will also adhere to the highest standards of academic integrity, so please do not ask us to change (or expect us to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

Students should familiarize themselves with [UCF's Rules of Conduct](#). According to 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, online assignments, study guides, 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.

For more information about Academic Integrity, students may consult [The Center for Academic Integrity](#).

For more information about plagiarism and misuse of sources, see "[Defining and Avoiding Plagiarism: The WPA Statement on Best Practices](#)".

Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, [The Golden Rule](#). UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see <http://goldenrule.sdes.ucf.edu/zgrade>.

Course Accessibility Statement

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the professor as soon as possible. Students should also connect with [Student Accessibility Services](#) (Ferrell Commons 185, sas@ucf.edu, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be 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.

Campus Safety Statement

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

- In case of an emergency, dial 911 for assistance.

- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Please make a note of the guide's physical location and consider reviewing the online version at http://emergency.ucf.edu/emergency_guide.html.
- 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, we may need to access a first aid kit or AED (Automated External Defibrillator). To learn where those items are located in this building, see <http://www.ehs.ucf.edu/workplacesafety.html> (click on link from menu on left).
- To stay informed about emergency situations, sign up to receive UCF text alerts by going to my.ucf.edu and logging in. Click on "Student Self Service" located on the left side of the screen in the tool bar, scroll down to the blue "Personal Information" heading on your Student Center screen, click on "UCF Alert," fill out the information, including your e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- 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 video. [You CAN Survive an Active Shooter](#)

Deployed Active Duty Military Students

If you are a deployed active duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.

Copyright

This course may contain 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 the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Accessibility and Privacy Statements

- OpenStax Biology's accessibility statement can be found [here](#).
- OpenStax Biology's privacy policy can be found [here](#).
- Expert TA's accessibility statement can be found [here](#).
- ExpertTA's privacy policy can be found [here](#).
- iClicker's accessibility statement can be found [here](#).
- iClicker's privacy policy can be found [here](#).

Disclaimer

Edited version of the Interactive Syllabus on Webcourses for Spring 2020

This syllabus is subject to change at the discretion of the instructors.