

**Biology 2010CM: General Biology Spring Semester 2020
Four Credit Hours**

Section M03: 10:30-11:20 AM MWF in Classroom Building 2 Room 101

Section M04: 1:30-2:20 PM MWF in Classroom Building 2 Room 101

**This course will move very rapidly, please do not get behind in the material.
Attendance in class is necessary to successfully learn the material**

Instructor: Pamela Thomas

Office: Biology 201C **Phone:** 407- 823-0503 **Email:** pamela.thomas@ucf.edu

The best way to contact me is at the above e-mail address

Office Hours: Mondays: 8-10 AM in Biology 201C

Tuesdays: 9-11 AM in Biology 201C

Wednesdays: 2:30-4 PM in Biology 201C

Or by appointment as my schedule allows

TA Office hours: Any changes will be provided in second week of lecture and syllabus will be re-posted in Webcourses

Sabah: MWF:11:30 to 1:15 PM; T: 8-10 AM in Biology Building Room (BIO) 201

Manal: M: 4:30-7:30 PM, W: 1:30-5:30 PM; F: 1:30- 3:30 PM

Laboratory Sections: All lab sections are taught virtually (online) in SecondLife, in addition there are lab interface times indicated in the lecture syllabus schedule. Michele Yeargain is responsible for lab. If you have any questions please contact her at michele.yeargain@ucf.edu. You will access a separate laboratory syllabus for the course in Webcourses.

Laboratory Professor: Michele Yeargain

Office: BL201B

Email: michele.yeargain@ucf.edu

Course Description: BSC2010 CM is an introduction to the unifying principles of biology, including the chemistry of life, cell structure and function, energy, metabolism inheritance, cell division, photosynthesis, DNA structure and synthesis, transcription translation and gene regulation.

Learning objectives:

1. Define and correctly use scientific terminology in regard to biological organisms and processes.
2. Synthesize information, think critically and solve problems.
3. Demonstrate mastery of concepts involving macromolecules, basic chemistry, cells, membranes, transport, enzymes, metabolism and genetics.

Required books and materials: 1) *Biology, 11th Edition (Part 1: Custom Edition)* Campbell, N. and J. Reece. 2016. Pearson Benjamin/Cummings Publishing Company, Inc. The full edition of *Biology 11th Edition* by Campbell and Reece (2016) is equally appropriate. There are many changes from earlier editions of this textbook and if you choose to use an earlier edition, you are responsible for finding and making all needed changes to content and page numbers. There is an e-book and a note book version, as well as the standard printed book. Please choose your one book option carefully, based on your preference. **Note: a free e-book comes with your lab fee when you sign up for the lab. You can upgrade to a loose leaf version for a small fee. Professor Yeargain will discuss this in lecture on January 10, 2020.**

Opt In: The UCF book store offers Opt In. Opt in must be done no later than Wednesday of the first week of classes. Opt in will active by 48 Hours (Friday of the first week of classes. You can then get class materials needed, if they are at the UCF book store. Opt in must be used during the first week of classes to purchase materials.

Directions to Opt In:

Please Make sure you have a UCF ID Card BEFORE you visit my.ucf.edu to Opt-In.

- Visit my.ucf.edu, Student Center, Textbook Purchase Program Opt-In*
- Read the checklist and complete the items listed before you Opt-In
- After you Opt-In, check the your Textbook Purchase Program Op-In Status at my.ucf.edu.
- Once the status says you are approved (about 48 hours later) and lists an approved amount, eligible students can be awarded up to \$600; you can purchase textbooks and required supplies at the UCF Bookstore. Please bring your UCF ID card with you.

RealizeIT purchase is available via the link: Purchase RealizeIT Access in Webcourses Modules. You will be able to access RealizeIT assignments immediately, but RealizeIT must purchased by [January 15, 2020](#). The cost of RealizeIT is \$31.50 for the semester, if purchased online. There are also some RealizeIT access codes in UCF book store.

Please register for RealizeIT using: your ucf email and your name.

You will receive an access code via your knightsmail when you purchase RealizeIT via the Webcourses link. **You must pull out and save this access code for use immediately.** You will be prompted to enter the access code when the free trial period is over. If you fail to do this you will lose credit for any and all missed assignments due to this issue. Your instructor does not have your access code.

Lecture Quiz Scantrons: You will be required to bring with you to every lecture quiz a raspberry colored scantron to take the quiz on. You will not be allowed to

take the quiz without the scantron, as we can't grade it in the grading machine without a scantron. There will be 6 lecture quizzes in Spring 2020 semester that will count for a quiz grade. The dates of the quizzes are in the syllabus schedule. You will need to have 5 raspberry scantrons total available for all of the quizzes in lecture, because one of the quizzes is online. Please carry them with you to class on the date of each in-lecture quiz.

Lecture Test and Final Exam Scantrons: You will be required to provide one packet of 6 raspberry scantrons (50 questions per side). Please put them into the box outside of Instructor Thomas Office (Biology Building Room 201C) by **January 15, 2020**. Please write on the scantron packet: Your name so that we can read it, your lecture section or lecture time. Failure to turn in the scantrons or put the correct legible information on them will result in a 10 % deduction in your final class grade. **Please do not write on the actual scantrons or you will need to turn in a new package**

Squarecap: Will turn your device or phone into a clicker. You can purchase Squarecap via Google or Apple apps. **Note that you can pull it down from the app store, then must go to pay for it at Squarecap.com** The cost is \$12.00 for the semester, when done online at Squarecap.com. Be sure that you are properly registered and paid for Squarecap. We will do this together during the fourth day of classes. You must register and pay for Squarecap by January 15, 2020.

Additional recommended materials: *Course Packet for BSC 2010*, available in Webcourses/Canvas, under the Modules section.

- **E-Mails: The instructor will only answer e-mails sent from Kinghtsml or Webcourses accounts and sent to pamela.thomas@ucf.edu or via Webcourses**

Knightsmail: Effective September 28, 2009 faculty will only communicate or contact students via the student Knights email accounts as UCF policy. Please note that if you email from another account we will not be able to communicate with you. To create a Knightsmail account, if you do not already have one, please go to:
[www.http://secure.net.ucf.edu/knightsmail/](http://secure.net.ucf.edu/knightsmail/).

Webcourses2/Canvas: To access the Canvas Course Delivery System please use the following steps:

1. <https://my.ucf.edu>
2. Select Online Course Tools
3. Go to Webcourses@UCF Pagelet
4. "To access your online courses please click"
5. Enter NID and password

Computer Connections: You are responsible to check that your internet connection is working properly. Quizzes, tests and assignments online will not be reopened due to

connection issues. If you have concerns about your connections please do work in a UCF computer lab where help is available and outages can be verified.

Web Homepages: This course will be set up in Webcourses2/Canvas for PowerPoint presentations (lecture notes), quiz and some grading functions. If you have technical difficulties please contact the techrangers: **onlinesupport@ucf.edu**. Please note that chat functions are not available for classes this large in Webcourses/Canvas.

Classroom Conduct: By enrolling at UCF, all students have agreed to abide by the Golden Rule. Please become familiar with this document at the Office of Student Conduct Website: [www.http:// goldenrule.sdes.ucf.edu/](http://goldenrule.sdes.ucf.edu/). Please specifically refer to online conduct portions of the Golden Rule in reference to your online labs and web-based quizzes. Cell phones/ electronic devices must be turned off and put away during lecture and tests, with the exception of the Squarecap response exercise time during class and laptops for note taking in lecture class. Please note that academic dishonesty includes, providing any false information, taking of tests or other materials, including photographing tests or copying test questions, having notes up on cell phone/ electronic devices or out in room during tests, cheating of any kind, posting of questions, referring to test or quiz questions or asking test content on the Webcourses boards, or social media, talking during any test or quiz in lecture, plagiarism, taking tests for others, false impersonation of students, and all other situations covered in any portion of the golden rule.

Specifics of Academic Misconduct:

By enrolling at UCF, all students have agreed to abide by the 18 Rules of Conduct as outlined in the UCF Golden Rule. Please become familiar with this document at the Office of Student Conduct Website: [www.http:// goldenrule.sdes.ucf.edu](http://goldenrule.sdes.ucf.edu/).

You are encouraged to review the section related to Academic Misconduct and the 7 different definitions of what constitutes academic misconduct.

Please note academic misconduct is not confined to just what occurs inside the classroom. Academic misconduct can also occur in relation to your participation in online lab assignments, web-based quizzes, posting of course related information on social media and includes reference to online self-help websites. Please note that academic misconduct includes

- providing any false information such as notes related to absences or verbal information
- Having notes or materials out during a test or quiz
- taking of tests or other materials from the classroom
- photographing tests or copying test questions
- use of any electronic device during a test
- cheating of any kind
- posting of questions, referring to test or quiz questions or asking test content on the Webcourses boards or social media
- plagiarism
- taking tests for others
- false impersonation of another student

- all other situations covered in any portion of the Golden Rule.

Abusive behavior will not be tolerated in the lecture or lab by Pam Thomas, Michele Yeargain, any TA or the CNDG staff and will be grounds for being given an “F” for the final course grade and removal from the class.

Examples of academic misconduct and penalty system, there are no exceptions to these rules.

Course Sanctions:

- **Talking During a Test**
 - First Offense will result in immediate removal from the test room and result in a zero on the test. This incident will be documented in the BSC2010 warning reference book.
 - Second Offense will result in immediate removal from the test room and an F letter grade for the course
- **Wandering eyes during a Test**
 - First Offense will result in the student being asked to move to another seat if available and will receive a verbal warning which will be documented in the BSC2010 warning reference book
 - Second offense will result in immediate removal from the test room and result in a zero on the test

If a report of Academic misconduct is submitted to the Office of Student and / or the Biology Department Conduct Committee and the student is found in –violation, course sanction(s) could include but not be limited to the following:

- Reduction in points for assignments, labs, extra credit
- Reduction in points for a test or quiz
- Reduction in final course letter grade
- Automatic “F” in the course

University Sanctions

Reporting Violations of Academic Misconduct and /or Disruptive Conduct to the Office of Student Conduct could impact a student’s status at the University.

- Use or display of any electronic device (except a calculator when allowed), notes or cheat sheets, information written on a hat visor, hand, shoe, etc. during a test will result in...
 - Immediate removal from the test room
 - “F” letter grade for the course
 - An Academic Miscoudct Report will be filed with the Office of Student Conduct

- Other acts of academic misconduct, which could lead to a student or student or others having an advantage over other students could result in an Academic Misconduct Report being filed with the Office of Student Conduct
 - Examples include...
 - Posting quiz topics, test or lab information to website/social media, either before during or after class
 - Falsifying a medical excuse to receive an extension, modification of course requirements, or special consideration
 - Any student who knowingly helps another commit a violation or commit academic misconduct can also be reported to the Office Of Student Conduct
- Disruptive Conduct not in accordance with the UCF Creed and /or Rules of Conduct could result in an incident report being submitted to the Office of Student Conduct.
 - Examples include but are not limited to the following:
 - Any type of aggressive behavior (through verbal or physical means) towards a Professor, Teaching Assistant (TA), Course Coordinator, Member of CNDG Staff, or other students including stalking, harassment or bullying
 - Refusing to comply with directions given by faculty or staff
 - Refusal to comply with course syllabus
 - Misconduct regarding the class/ academic misconduct involving social media, the webboards, webcourses or in e-mails/ electronic or digital misconduct, misconduct in labs
 - If a report of Academic Misconduct is submitted to the Office of Conduct and a student is found in-violation the consequences could include but are not limited to the following:
 - Disciplinary probation, suspension, expulsion
 - a Z designation placed on a student's transcript denoting violation of academic misconduct

Student Accessibility- Testing Accommodations

- Any testing accommodations approved by Student Accessibility Services, prior to a quiz, test or assignment are welcomed.

Z grades: UCF faculty members have a responsibility for your education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to infringements of academic integrity. 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://z.ucf.edu/>.

Grading: You receive one grade for BSC 2010 that combines your lecture and laboratory point totals. Four lecture exams will be given and the lowest exam grade of either exam 1 or 2 will be dropped. Each exam is worth 15%. Test 5 is a comprehensive 1.5 hour, mandatory final exam and also worth 15%, Test 5, the final exam, cannot be dropped and cannot be used to replace a test. Mandatory in lecture quizzes, specified in the syllabus, will count 10%. You can drop the lowest quiz grade. Squarecap in class questions will count as 3%.

The Realize IT /PAL modules will count 5% of your lecture grade. In order to get the 5% , you must complete all modules. We will drop your lowest RealizeIT score.

Thus lecture is 78 % of the total grade in BSC2010CM. **As a reminder: You must take Exam 5 and that grade cannot be dropped.** . The online laboratory grade is worth (22%) in determination of your final BSC2010CM score. To calculate: 3 exams (having dropped either exam 1 or 2, whichever is lower) $15\% \times 3 = 45\%$ + 15% mandatory Test5 (final exam) + 10% mandatory in lecture quizzes best 5 out of six and + 3% mandatory Squarecap + 5% mandatory RealizeIT/ PAL modules +22% virtual labs/ assessments = 100% of your grade in the class. The laboratory component will be based on virtual labs and lab assessments. At the end of the semester, your score for each of the above components will be added together and converted to a percentage. Grades for the semester will be awarded using the following scale: 90-100% = A, 89-80% = B, 79-70% = C; 69-60% = D; 59-0% = F. **There will be no additional curving of grades.** If you decide to drop the course, please remember to officially withdraw from the course by **March 20, 2020** at 11:59 PM. Please note that we do not give NC grades. Failure to drop the course will result in an F grade. No grades will be given over the phone or via email by Pam Thomas, Michele Yeargain or the Biology Department secretaries. The instructor reserves the right to hold pop quizzes or exercises in class at the time and in the form of her choosing. Additional extra credit may be provided at the discretion of the instructor. Cheating on extra credit opportunities will result in forfeiture of all extra credit points for the semester for all parties involved, as well as referral to the UCF Student Conduct Board. Failure to encode the correct UCF ID number or test/quiz form on any assessment will result in a permanent 10% grade deduction for that assessment.

Lecture Exams: All exams will be based on BOTH lecture material and assigned readings. This is an M class, thus you will be asked to read and cover material that is not covered in lecture during several portions of the class. Lecture exams will be held in your lecture hall at your lecture time. You must take your exam in the section and time you have registered for or you will receive a zero. There will be four, multiple choice lecture exams during the semester and one comprehensive final exam. Please note that exams are not simply cut-and-paste from the book or other exams. Please note: Exam 5 is a comprehensive multiple choice 1 hour and 30 minute exam and the grade will not be dropped. Any student that misses Exam 5 with an approved excuse may be given an incomplete in the class, dependent on grading time constraints.

Policy for exams/quizzes or work taken at SAS (Student Access Services)

SAS requires the student to submit a formal exam or quiz request 5 or more business days prior to a test or quiz to be taken in their testing center. The professors in BSC2010CM require notification of your request to take a test in SAS be sent to us 3 business days prior to the test. This is so that we can get the test or quiz over to the SAS testing center for you. Normally SAS will handle that notification for students that are registered with them. Please make sure you are requesting that SAS administer the test on the correct date of the test and quiz for BSC2010CM. Please include the name of the test or quiz, such as Test 1 or Quiz 2. Those SAS students with class schedule conflicts that would interfere with accommodation time may schedule with SAS at an alternate time on the same day as the lecture test or quiz. Please note that in the case of in lecture quizzes we will have class immediately after the quiz, thus SAS students would need to schedule the quiz for an alternate time that day in order to not miss lecture after the quiz.

Quizzes: Mandatory announced in lecture quizzes will be given on days specified in the syllabus and count for 10 % of your grade in the class. Six quizzes will be given over the Spring 20 semester and we will drop the lowest of the quiz grade. The first quiz will be online in Webcourses. The other five will be held in lecture. If you are ill or on a University approved excuse, if the excuse is valid and has been received within the 48 hour excuse period , the quiz can be made up within the 1.5 weeks after the assignment date and time deadline. After the 1.5 week grade concern period quizzes cannot be made up. It is the student responsibility to come to Pam Thomas' office hours or e-mail her and schedule the make-up quiz so that it is completed within the 1.5 week time period after the assignment deadline date. We will not send reminders, as we have a very large number of students in the class.

Absences: There are two categories of absences in BSC2010C.

Excused Absences: These absences are due to situations such as to illness, legal summons, or UCF approved athletic events. The excuse must be turned in within 48 hours of the test time and date, quiz or Squarecap or within 48 hours of the assignment, test or quiz date. An excused absence allows the student to be eligible to make up assignments, quizzes or tests according to the make-up policies below. Please turn the excuse in to Pam Thomas during office hours or via e-mail, so that it may be properly recorded and the make-up work scheduled. The excuse must be on letterhead or official medical header paper and must be from a Doctor, Judge, Police Department, or UCF athletic authority. The letter must state the dates of absence excused, covering the date of the missed work and all dates of absence. We do not accept excuses from family members or friends.

Students are prohibited from “self reporting” illness or any type of excuse. Example: “I had a migraine or a GI flu bug and could not get to a Dr. for a note” is not an acceptable excuse. We do appreciate you letting us know of an issue over e-mail, but the paper excuse to make up work should be turned in to Pam Thomas at her office or over e-mail so make up work can be discussed and scheduled at that time.

Unexcused absences: These types of absences are for non -approved reasons, or occur when a student has not turned in an excuse within the syllabus time frame, has provided an unacceptable excuse or has not provided any excuse. Unexcused absence prohibits the student from performing make-up work or make-up test for that absence time period and zeros result for that class work, assignment, lab, test or quiz. Please do not plan a trip, vacation, or wedding during the semester, as this is not an excused absence.

Makeup exams and assignments: All make-up work, including tests, quizzes and squarecaps must be completed within 1.5 weeks of the date/ time of the missed assignment, test quiz or squarecap/ RealizeIT issue with approved excuse. In the event a student missed three or more exams for an extreme illness situation with an approved excuse, the student may be given an Incomplete in the class. The instructor will review and have the right to approve/deny all exam, quiz and assignment excuses. All make up work prior to the final exam, must be completed by the last day of classes.

In order to make-up any exam, quiz or assignment a student must present an excuse to the instructor from an appropriate authority on letterhead with original signatures (doctor, police, judge, official UCF event such as a soccer game, etc.) within 48 hours after the date and time of missed exam/ assignment. Students must schedule make up work with Pam Thomas, test, quizzes, Squarecaps within 5 business days prior to the make –up date and the work must be completed within 1.5 weeks of the date and time of the missed assignment. The excuse will be verified and determined valid or invalid by the instructor. We cannot accept an excuse with HIPPA protected medical information on it such as a Xerox of medical discharge paperwork. Please note again we do not accept excuses from family members. Please provide the excuse to Pamela Thomas at office hours or via e-mail for lecture issues within the required time frame, so that you can discuss and arrange the make-up work. We will not send a reminder. In the event of an emergency or disruption, such as a hurricane, that could potentially cancel or disrupt a make-up test or test or assignment, that test or assignment will be made up during the final exam time period. The instructor reserves the right to revise this policy in the event of an extreme situation or circumstance.

If you miss or are late to the Final exam without an approved excuse turned in within 4 hours, you will receive a zero for the Final Exam.

Make –Up Exam/Quiz Schedule.

Make up exams for excused absences will be given on Mondays in the Biology Building (BIO) Room 104 from 9-11 AM and Thursdays in the Biology Building Room (BIO) 104 from 8-10 AM. You must have arranged with your instructor according to syllabus policy to take a make up exam. You must be present at the start time of the makeup time period, unless the instructor has been notified prior to the make up. If you have registered for a make up and you do not show up you will receive a zero on that exam, quiz or assignment.

Taking Exams and Quizzes: As a reminder, **You must take each of the 4 lecture exams, quizzes, and the Exam 5, the final exam, in the lecture section for which you are registered for the course during your scheduled lecture time.** The only exception to this policy is if you have registered and made arrangements to take tests with SAS and provided documentation to the instructor. You must give SAS appropriate notice in order to take a test with special accommodations. This is usually requesting to schedule 5-7 days prior to a test with SAS. We cannot accommodate you if are late to, if you miss or do not properly schedule a test with SAS services, or are not registered with SAS services. After the first student has left an exam no one will be admitted. You must complete the exam and bubbling of the scantron within the provided time for the test. **Use of any electronic device other than a 4 function calculator is prohibited during test and quizzes. Laptops and all electronic devices, including smart watches, must be stowed in a backpack and stored at the front of the room or in the location that we provide in the directions for test given prior to test in class. Cell Phones must be turned off and be placed in a clear plastic baggie with a jingle bell in it. The cell phone must be placed face down in the closed baggies under your seat or in a backpack or purse. No cellphones on or near your pockets/ person during tests/ quizzes/ active activities please. Calculators, if allowed, will be announced as permitted prior to the test and may not be programmable. Calculators may only include basic functions: example have the square and square root functions. No programmable calculators are permitted. Sharing of calculators is prohibited during any test, quiz or squarecap. YOU ARE REQUIRED TO TAKE A PHOTO OF YOUR UCF ID AND KEEP IT ON YOUR CELL PHONE.**

In addition, as stated previously, failure to take an exam in the correct location and at the correct time will result in a 0 for the exam. All exams will use machine-scored answer sheets that we will provide. You need to bring a #2 pencil or pen and your valid UCF Student ID card. No credit (0) will be given for an exam if you do not show your student Photo ID or photo driver's license. Your name, correct **UCF ID number** and test form must be printed/ bubbled on the answer sheet, or you will receive a permanent 10% grade deduction for the exam/ quiz/ active activity. If we cannot determine your identity, then you will receive a zero for the test or quiz. All books, notes and bags must be placed in the front of the room before exams are handed out. You are responsible for your own personal belongings, so please do not bring anything valuable with you to an exam. Please note that in the past, textbooks and purses have been stolen. If calculators are permitted, it will be stated prior to the test date. Language translators are not permitted. Anyone arriving more than 15 minutes after the start of an exam, including an exam scheduled in SAS will not be allowed to take the exam or a make-up test, at the discretion of the instructor. Persons needing to use the lavatory during an exam will be allowed to do so only if a teaching assistant is available as an escort. No students will be admitted to any exam after the first student has left the exam room. If you fail to encode the correct identifying information or test form on any test quiz or assignment and we cannot determine your grade or identity, you may receive a zero for that test, quiz or assignment. This includes Exam 5. Please note that once you have taken an exam, you are no longer

eligible for a make-up exam. The instructor will provide brief face-to-face reviews, as time allows, for the hour exams. Times and locations of these will be announced in lecture.

Reviewing Lecture Exams, Quizzes, Assignments, Final Exam and Grades: Grades for lecture exams will be posted in Canvas. Scantrons and test result printouts will not be returned to students enmass, as this takes up too much lecture time. However, test printouts can be examined in the Instructor's office during office hours. Tests, quizzes, lecture assignments, Squarecaps and lab assignments must be reviewed within **two weeks** of the time grades are provided. Please resolve any grade concerns in a **within two weeks** of the date grades are posted, as no review will be allowed after that time. For grades generated during the last week of the semester, all grade concerns must be resolved prior to the scheduled Exam 5 time for the class. After these dates, no additional review will be allowed. This policy includes Squarecap grades.

All locations and times of lecture exam result viewing will be announced in lecture after each exam. Please note that review of previous exams and quizzes will not be allowed during finals week. Copying, writing down or photographing information from the exam is prohibited during post-exam viewing and analysis sessions. Your in-semester lecture exam grades will be posted in Webcourses2/Canvas.

Access Statement: The University of Central Florida is committed to providing access and inclusion for all individuals. This syllabus is available in alternate formats upon request. Students with learning challenges who need related access in this course should contact the professor at the beginning of the semester, or as soon as possible. Students must also contact SAS (Student Accessibility Services) <http://sas.sdes.ucf.edu/>. The location is Ferrell Commons Room 185. The Phone number is 407-823-2371. Through Student Accessibility Services, a letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable. Accommodations are not retroactive and cannot be provided until the student has met with SAS to request accommodations and the instructor has received an SAS letter.

Accomodations for active duty students in the military: Please discuss with the Instructor, if needed.

Help & SARC: Please ask for help if you need it! The professor and the teaching assistants are there to answer your questions. Please note that questions for lecture sections must be addressed by the Professor/ TA or designated SARC/SI for those lecture sections. Additionally, there is help available through SARC (Student Academic Resource Center, Trevor Colburn Hall Room 117: Phone: 407-823-5130; www.sarc.sdes.ucf.edu). SARC provides students with free individual and small-group tutoring for Biology 2010 and Supplemental Instruction (SI). Times and locations will be posted at the start of the semester. We do not provide extra credit for attending SARC.

Classroom Attendance: It is mandatory that you attend lectures on a regular basis. Information that is not included in the Power Points is provided in lecture. We will often be working on some active learning activities in lecture. In order to do well in the class you will need to attend lecture and take very good notes. You are also advised to be able to condense your notes for efficient studying.

Courtesy: Please use common courtesy in class by arriving and departing on time, refraining from talking during class, and turning off cell phones, pagers and iPads. People not adhering to these common courtesies will be asked to leave the class. Tape recording of lectures is permitted. All materials, including notes, Power Points, tests, quiz questions, and practice questions are copyrighted by Pam Thomas and Pearson Benjamin/Cummings 2019.

Squarecap: During the Spring 20 semester we will be using a mandatory in class response system known as Squarecap. You do not need to purchase a “clicker from the bookstore”. Your i-device will become a clicker using an app. The App is available from Google or Apple App stores. You get the App from the webstore, but: you pay for the App at Squarecap.com. The website you can go to to learn more is Squarecap.com. The cost is approximately \$12.00 for the semester. Squarecap can be used on any laptop, text enabled phone or tablet. We will register together for Squarecap in lecture on the 4th day of lecture. Please be ready to do this.

Register via Canvas and use your **UCF NID and /or UCF knights mail.** **Please save and keep the receipt that you paid for Squarecap with the date paid as an image on your device.** If you do not register on the day stated in the syllabus, fail to register properly or fail to make payment properly and you subsequently have problems, missed assignments, or Squarecap failures, you will get zeros in Squarecap for each incident. These zeros will not be reversed. Do not register twice or register on anyone else's device! Do not use anyone else's device to respond to Squarecap questions or it will result in a loss of those points. Failure to follow these directions will result in zeros on Squarecap assignments that will be permanent. Squarecap grades for each assignment will post in your BSC2010C Webcourses. **You do not have a free trial of Squarecap, regardless of what you may see in the website. If you are not registered and payed and activated in Squarecap by January 15 th 2020, you will receive zeros on assignments that cannot be made up from Squarecap and miss assignments through those assignment dates. You will also receive zeros from all subsequent assignments that you miss.**

Squarecap Registration with your correct knights e-mail and UCF NID, payment and activation is required regardless of your financial aid status. If you do not register, pay and activate on the 4th day of lecture you will lose all points for missed assignments until you register. When the fire wall goes up an announcement will be made in Webcourses announcements. At that point you will be blocked and receive a zero for squarecap for assignments, if you have not registered, payed and activated, or signed up properly. These squarecap points in total are worth 3% of your grade for the entire semester. We will do practice clicks to teach you how to use the system on the second day of lecture. If you are ill or at a UCF approved event, a

make-up quiz may be given, in the instructors office on paper, for a missed square cap, if appropriate timely documentation has been submitted in compliance with syllabus policies. This means you have 48 hours after the assignment to turn in an excuse and 1.5 weeks after the assignment to take make up the assignment. If you are an SAS student and make a specific request, a hard copy Squarecap question may be available to you with appropriate documentation or an SAS request.

Squarecap Participation and Grading Protocol:

Squarecap question will be based on material from the previous lecture. Points will be awarded at 1 point for incorrect answers and 4 points for correct answers. Please note that the graded Squarecap clicks are mandatory and if you don't complete them you will get a zero for each missed click. We will drop your four lowest Squarecap scores. The mandatory graded clicks, are worth 3% of your grade for the semester. You get one chance only to do the clicker assignment in lecture. Cheating or attempting to cheat on Squarecap is considered academic misconduct. Each Squarecap assignment will be open for 5 minutes at some point during a lecture class. Note we are tracing your IP and you will only get credit if you are in the classroom doing Squarecap, as you need to be present and verify. If you come in late you will be locked out and receive a zero for that assignment. Be on time, know how to use the system and be registered properly to avoid holding the class up. You have the 5 minute window to get it done and recorded, no exceptions. We will move on, if you are late and still trying to bring Squarcap up or save it. If your device malfunctions you may receive a card for that Square cap question and answer manually on the card if you are properly registered/paid, but still must be done within the 5 minute window in the lecture hall. The grade concern period is 1.5 weeks after a posted assignment, after that there will be no additional review of grades. Note: you must be properly registered and payed to be able to get credit from note cards, in the event your i-device blips. The request for the note card must be during the open Squarecap time in lecture. If you do need to use a card, it must be turned in in the lecture hall when we request it and on the date of the assignment.

Personalized Adaptive Learning: PAL: During this class you will have the opportunity to learn using modules developed in RealizeIT, a personalized adaptive learning program. A RealizeIT/ PAL syllabus page is included in Webcourses modules and a summary page in your syllabus. This lists the open and due dates by topic for the RealizeIT/PAL Assignments. Please note that the online PAL modules will be the only instructional materials for those topics, other than the book material. Powerpoints will not be posted for those topics. Thus you want to read carefully and take notes on the RealizeIT modules. These activities consist of multiple lessons on different topics and will count for 5% of your final class grade. In order to get the 2% extra credit you must complete all applicable modules in all of the modules, with an 80 % composite score. Thus you need to get an 80% or higher composite score on each module to qualify for the extra credit. You can revise the modules as many times as you want while they are open, thus this is possible. If you attempt too many times it will drop your score. The modules are timeless, thus you can spend the time you need in them. Once the module is open you will have about 3-7 days to complete it. Several times we will have an in lecture quiz over the RealizeIT material topic, so please work ahead. We will announce in class when

the module will be open/ closed for you. These dates are also provided in the RealizeIT portion of the syllabus schedule. When you answer in this system using an exponent, use the format 10^2 for a positive exponent or 10^{-2} for a negative exponent. When you answer in this system using a decimal use the format 0.01. You can access RealizeIT by going to Webcourses modules and hitting the link. **Please note that RealizeIT information will be included in test and final exam questions.**

Safety Information: Please become familiar with the nearest exit to your seat location within the lecture hall. If an alarm sounds before or during lecture, immediately, quickly and quietly get up and proceed out the nearest exit door. Exit the building, do not stand next to the building but move away into the grassed area in front of the lecture hall.

UCF Cares: UCF provides free, confidential assistance via social workers, counselors and much more for various situations. Please visit their website and read about the services available. The contact information is:

Phone: 407-823-5607

Fax: 407-823-4544

Email: ucfcares@ucf.edu

Expectations: We don't want you to be apprehensive, we want you to be determined to succeed! Even if you have made all excellent grades in high school, community college (state college) or in other classes, if this is your first Biological Sciences class in a University, you may find that it is fast moving and may become difficult for you. This class is the easiest of the Biology/ Biomedical/ Chemistry classes at UCF, although none of them are "easy".

We maintain and must teach at a specific standard in the University. The topics I teach you and how much material I teach you, is determined not by me, as your teacher, but by a committee within my Department in the University. Even the book you use is chosen by a group and not by me individually as your teacher. This is all to ensure University standards are met and your UCF Degree gives you awesome opportunities when you graduate. Given that I must teach at a certain speed to complete all necessary material, that is why sometimes students may feel we are going too fast. This speed is a normal speed for a Biology class, and in more advanced classes the pace is even more rapid and includes much more detail.

A grade of "C" on tests and assignments is normal in science classes in a University. I know many of you are not happy with a grade of C and will strive for higher grades and that is admirable. Many of you may not ever have gotten a C before. Normally in science classes this large the "A" rate is 10-20%. I am always very happy when the rate is higher than that. If you are a first semester freshman, please understand that you may not have had to study much, rapidly or in detail in high school. You also may not have been exposed to the expectation of critical thinking, so this could be an entirely different situation for you. The main thing to do if you start to get C, D or even F on tests or assignments, is to get help, get organized and be prepared to study 3-4 hours per day for this class, using very active study methods. Don't just memorize it, understand the concepts and cross link the information.

For the many non-majors that are required to take this class, please hang in there. You are in the class because you College or Department has determined that you need the information and this is a “Majors Biology class” covering that detail and amount of material. Many times this class is a prerequisite other classes you need or a degree requirement for your major.

Always remember that the Professor and the TAs are here to help you. We want you come for help if you need it, so don't be afraid to ask.

Retakes and points for assignments/ final class grade : If you have done a test, quiz assignment, lab, or Squarecap there are no “retakes”. This policy was popular in high school, but we do not do it in a University. If you were not prepared, tried your best but did not do well, were not present, slept through a test or lecture or just forgot an assignment/ exam/quiz/lab, or Squarecap there are no retakes, reopens. You earn the points on each and every assignment and assessment, test and quiz, and lab we do not “give” them to you. Please consider that we already drop your lowest test out of tests 1 or 2, your lowest quiz, your lowest RealizeIT and allow you to miss four Squarecaps for free with no effect on your grade, thus we have been very generous already. It is indeed heartbreaking if you are very close to the next letter grade, but your final grade at the end of this class will not be changed, so please do not e-mail us to request that. In order to maintain University standards and the integrity of your UCF Degree and Diploma, we have this policy of no retakes. Any e-mail that is written at the end of the semester requesting that we give points or bump up your grade, will not receive a response from faculty or staff. If you do have valid questions regarding your grade we will certainly be happy to explain that or to respond to that concern. Please remember we cannot discuss grade details over e-mail or phone by University policy, as we cannot determine your identity via those modalities.

!!!! Caution!!!!: C Grade is required for class completion to count on your transcript in specific majors and programs, one of the programs is the Biology Major. Please check with your program if you have any questions.

BSC2010 CM and M03 and M04:Tentative Lecture Schedule Spring 2020 Semester
(please see RealizeIT schedule for RealizeIT due dates)

(This syllabus is subject to change by the instructor. If necessary, notice of changes will be announced in lecture and announced in a Webcourses announcements): Please read the assigned chapters listed below before coming to the lecture. All chapter numbers refer to Campbell *Biology*, 11th ed. For some chapters, not all of the material will be covered or covered in lecture. It is the student's responsibility to attend lecture and know what was covered and what was not. It is the student responsibility to know what topics will be done/ learned totally online. Please make special note of exam dates and do NOT

plan trips or other activities on these dates. Please note weddings and vacations are not approved excuses to miss assignments, test or quizzes. Please note this is an “M” class. Multiple assignments in the lecture portion of the class must be done online in RealizeIT.

Jan 6: Course Introduction

Jan 8: introduction to Squarecap and RealizeIT/ last day to Opt In at UCF bookstore

Jan 10: Introduction to Second Life and Virtual lab

Jan13: CH 3 PH/water

Jan15: CH 3/CH4 Quiz 1 online opens

Jan 17: CH4/CH5: Chemistry of carbon/ Macromolecules

Jan 20: University closed for holiday. No class.

Jan 22: CH 5 : Macromolecules (Quiz 1 closes online)

Jan 24: Active Learning; Proteins and Quiz 2 in lecture

Jan 27: Review for Exam 1

Jan29: Exam 1 over Chapters 2-5

Jan31: CH 6 Cellular Organelles

Feb 3: CH 7 Membranes

Feb 5: CH 7 Membranes

Feb 7: Active Learning : Tonicity and Quiz 3 in lecture

Feb 10: CH 8 Enzymes and Energy

Feb 12: CH 9 Cellular Respiration

Feb 14: CH 9 Cellular Respiration

Feb 17: CH 9: Cellular Respiration

Feb 19: CH9: Cellular Respiration

Feb 21: Active Learning over Cellular Respiration and Quiz 4 in lecture

Feb 24: Review for Exam 2

Feb 26: Exam 2 over CH 6-9

Feb 28: CH 12: Cell Cycle/Mitosis

Mar 2: Cell Cycle/ Cancer

Mar 4: CH 13 Meiosis

Mar 6: No class. Do Mitosis/Meiosis RealizeIT Online

Mar 9-15: Spring Break (no classes)

Mar 16: Meiosis and problem solving

Mar 18: Active Learning Mitosis/ Meiosis/ and Quiz 5 in lecture

Mar 20: Review for Exam 3

Mar 23: Exam 3 over Chapters 10, 12, and 13.

Mar 25: CH 14 Genetics

Mar27: CH 14 Genetics

Mar 30: Chapter 14

Apr1: CH 15 Sex-linked/aneuploidy

Apr 3: CH 14/15 problem solving

Apr 6: Active Learning Genetics and Quiz 6 in lecture

Apr 8: CH 16 DNA

Apr 10: Review for Exam 4

Apr 13: Exam 4 over CH 14-16

Apr 15: CH 17

Apr 17: CH 17 and Gene Regulation

Apr 20: Last Day of classes; Review for Final

Final Exams:

**Section M03: This means your regular lecture time meets at MWF10:30 -11:20AM
Your Final exam day and time are Monday April 27, 2020 from 10-11:30 AM in
your lecture hall, CB2-101.**

**Section M04: This means your regular lecture time meets MWF 1:30 to 2:20 PM.
Your Final Exam Day and Time are: Monday April 27, 2020 from 1PM -2:30 PM in
your lecture hall, CB2-101.**

Each student must take the final exam at the day and time appointed by the registrar, or they will receive a zero on the final exam. Anyone that is more than 15 minutes late to the final exam will not be allowed to take the exam and will receive a zero on the final exam. If you have an emergency during the final exam please contact us as soon as possible via e-mail/ maximum within 4 hours.

RealizeIT / Active Learning Schedule Spring 20

	RealizeIT/ PAL Schedule Spring 2020 (online access via Webcourses link in modules section)	
Assignment	Date open: Date due	Date of Active Learning and Quiz in Lecture
Intro to RealizeIT/PAL	Open: January 8,2020: due January 21, 2019 at 8AM	None in lecture
Chemistry of Life (Chapter 2)	Open: January 8, 2020: due January 21, 2019 at 8AM	None in lecture
Proteins (Chapter 5)	Open: January 18, 2020: due January 24, 2020 at 8AM	January 24, 2020 Active Learning and Quiz 2
Organelles and membranes (Chapters 6 and 7)	Open: January 20, 2020: due January 27, 2020 at 8AM	February 7, 2020 Active Learning and Quiz 3
Cellular Respiration (Chapter 9)	Open :February 13, 2020: due February 21, 2020 at 8AM	February 21, 2020: Active Learning and Quiz 4
Photosynthesis (Chapter 10)	Open: February 26, 2020: due March 2, 2020 at 8AM	None in lecture
Mitosis / Meiosis and Cell Cycles (Chapters 12 and 13)	Open: March 2, 2020 due March 18, 2020 at 8AM	March 18, 2020 Active Learning and Quiz 5
DNA Structure and synthesis (Chapter 16)	Open March28, 2020 : due April 6, 2020 at 8AM	None in lecture
Transcription and Translation (Chapter 17)	Open: April 15,2020: due April 20, 2020 at 8AM	None in lecture
		<ul style="list-style-type: none"> Active Learning and Quiz 6 is over Chapters 14 and 15 in lecture April 6, 2020. There is an active learning activity but no RealizeIT /PAL