

Biology 2010CV: General Biology Spring Semester 2022
Section V02: 9:30 to 10:20 AM MWF Online
Section V03: 10:30 to 11:20 AM MWF Online

This course will move very rapidly, please do not get behind in the material.

Course Description: BSC2010CM 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. There are no pre-requisites for this course. This course is 4 credit hours.

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.

Instructor: Pamela Thomas

Office: Biology 201C* (office hours are online in Zoom) See times below under office hours

Phone: N/A*

Email: pamela.thomas@ucf.edu

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

****Please note I am working remotely this semester and will not be in my office for in person office hours or to answer the phone. Please contact me via e-mail: pamela.thomas@ucf.edu for questions or issues.***

Communication: Official course communication should be from student's knightsmail. All communication should be professional and respectful. Due to the size of the class, it may take up to 48 hours for you to receive an e-mail response. E-mails are answered M-F from 8AM to 4PM.

- **E-Mails: The instructor will only answer e-mails sent from Knightsmail or BSC2010CWebcourses and sent to pamela.thomas@ucf.edu Please note that on occasion e-mails sent by students via Webcourses/ Canvas are sent to spam or lost in transit via UCF Websystems. This I advise using your Knightsmail to contact me.**

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/).

Announcements: will be made frequently in Webcourses Announcements, as the other official course communication channel. Please check Webcourses Announcements daily.

Pam Thomas Office Hours: Will be held in Zoom. A link invitation will be posted in Webcourses Announcements. Please note: **Office Hours are not held on Exam Days or Holidays.** A coordinated help schedule grid that displays all help during all dates and times of each week is posted in Webcourses Modules and can be downloaded. Because questions can be asked during lecture times lecture times have been included.

Monday Lectures: 9:30 AM -11:20 AM in Zoom (Zoom Link includes the time of both lecture classes. Please enter at your lecture time.) Passcode: 468296

Join URL: <https://ucf.zoom.us/j/92286467113?pwd=ZkloRGVldk9yaEJEZ2tGK2xZVXVKdz09>

Tuesday Office Hours: 1PM to 2 PM in Zoom; Passcode: 215231

Join URL: <https://ucf.zoom.us/j/92667688177?pwd=MjdHejNxcStZdGN4bUFTbnJHZnpoQT09>

Wednesday: 9:30- 10:20 AM in Zoom (Zoom link includes the time of both lecture classes. Please enter at your lecture time.) Passcode: 215117

Join URL: <https://ucf.zoom.us/j/95376901229?pwd=djAwTWk5QkRyZWRTdkZadE5rbzFkdz09>

Thursday Office Hours: 9-10AM in Zoom; Passcode 284067

Join URL: <https://ucf.zoom.us/j/91363489646?pwd=TzMvS0lubEFldjhoRWU1clZPVjg3dz09>

Friday Lectures: 9:30-10:20 AM in Zoom (Zoom link includes the time of both lecture classes. Please enter at your lecture time.) Passcode 277379

Join URL: <https://ucf.zoom.us/j/99807196301?pwd=K0t4a0pBSHVUVTIFK05LY2h3d2NGUT09>

TA Office Hours: Are posted in Webcourses in the master help schedule in Webcourses. Your TA is a teaching assistant that will help in lecture and office hours to answer questions Online in Zoom or Discord. This semester your TA is Sabah. Sabah are very experienced and has helped many students for many years.

This is the link for students to join discord: <https://discord.gg/y9jCQkfEmk>.

How to use DISCORD video done by one of the TAs' Sabah, is posted in the Introductory Module in Webcourses. Links to all office hours are also in the posted Webcourses HELP Schedule.

Sabah's Office Hours*: In Discord: Monday 11:30-3:30 PM and Thursdays 4-5PM

- Sabah is also also in Lecture in Zoom with me M&W&F 9:30-10:20 AM assisting to answer questions

ULAs: ULAs are learning assistants. They are Sahiba and Stephanie. They will be assisting Sabah and me to answer your questions in DISCORD this semester.

Sahiba's Office Hours: In Discord: Tuesdays 4-5 PM and Thursdays 5-6PM

Stephanie's Office Hours: In Discord: Wednesdays 3-5 PM and Fridays 3-6 PM

Additional Help: Free Tutoring is available from SARC and SI via permanent Zoom Links posted in Webcourses Announcements, Modules and on Wordpress site:

SI: Zarin Tasnim

Mondays 12:00-

12:50pm <https://ucf.zoom.us/meeting/register/tJwodumtqzlrH9G8beMgaf9iT8mT4d3VaOY> (Links to an external site.)

(Links to an external site.) (Links to an external site.) Tuesdays 3:00-

3:50pm <https://ucf.zoom.us/meeting/register/tJAoduurpjwsHtLGKIMF7MBLRcg5QrPf-Ljb> (Links to an external site.)

(Links to an external site.) (Links to an external site.) Wednesdays 12:30-

1:20pm <https://ucf.zoom.us/meeting/register/tJEvc-2tqD8sE9EH7ku6vrvc3xkwO5pKahpg> (Links to an external site.)

(Links to an external site.) (Links to an external site.) Fridays 12:00-

12:50pm https://ucf.zoom.us/meeting/register/tJYlduypqjosE9ZAAGFo0dproQ8MsvC0ia_H

SARC:

Alex Lee

2:00pm-4:00pm

[ZOOM](#)

This is a highly computerized class done totally online. For this reason there are enrollment requirements and computer hardware/software specifications:

Enrollment Requirements: Due to Lab/Lecture Program:

- **Must have a PC or Mac laptop or desktop computer, with webcam and microphone. Tablets and smart phones cannot access all components of this online course**
- **Must have fast, broadband internet access**
 - **Minimum speed/bandwidth is 10 Mb/second**
 - **Wi-Fi is not recommended due to intermittent instability**
 - **Ethernet cable connection is strongly advised**
- **Must use Windows or Mac Operating System (Linux and similar OS are incompatible)**
- **There are no exceptions to the above requirements**

- **Failure to have any of these requirements will result in a failing (F) grade in this course due to failure to access assignments or labs**

You will need the following additional programs on your computer and are restricted to use of these programs only:

Programs you will access in this class are the following:

- 1) **Respondus Lockdown Browser:** for exams/tests and quizzes. Please use the following link to download Respondus Lockdown Browser (free).
<https://download.respondus.com/lockdown/download.php?id=472413933>
*Please note that if you use a MAC you may have problems with Respondus lockdown Browser. You will need to be sure you have downloaded the MAC version and installed it properly.
- 2) **RealizeIT:** RealizeIT is an online learning system that you will use during the lecture portion of the course for homework assignments. RealizeIT Access is free. No Access Code is necessary.
- 3) **Lab: CNDG Second Life:** Will be used for online labs and lab assessments. A separate lab syllabus is posted in Webcourses by Professor Yeargain, the lab Professor.
- 4) **Zoom:** Will be used for lectures all office hours, test reviews and lecture active learning days. A link invitation will be posted in Webcourses Announcements. You must register with your first name, middle initial and last name is in the UCF roster for the class of you will not be able to gain Zoom access. Zoom is provided to you free by UCF.

Please take the time to familiarize yourself with Zoom by visiting the [UCF Zoom Guides](https://cdl.ucf.edu/support/webcourses/zoom/) at <https://cdl.ucf.edu/support/webcourses/zoom/>.

Things to Know About Zoom:

- You must sign in to my Zoom session using your UCF NID and password.
- The Zoom sessions are recorded.
- **Improper classroom behavior is not tolerated within Zoom sessions and may result in a referral to the Office of Student Conduct and being blocked from Zoom Sessions.**
- You can contact [Webcourses@UCF Support](mailto:Webcourses@UCF.Support) at <https://cdl.ucf.edu/support/webcourses/> if you have any technical issues accessing Zoom.

- 5) **Official Class Discord:** The Tas and ULAs will answer questions there. **Schedule and links will be posted in Webcourses soon.**

- 6) **Webcourses:** All announcements, class PowerPoints, notes, practice problems, video lectures, RealizeIT assignments, quizzes, extra credit quizzes, exams and grades will be posted in Webcourses.
- 7) **Knightsmail:** is official UCF E-mail
- 8) **Windows or Mac Operating System**
- 9) **Please note any and all use of Group Me is forbidden in BSC2010C.**

Laboratory Sections: All lab sections are taught virtually (online) in Second Life. In addition, there are live lab interface times indicated in the lab syllabus schedule. Information about the lab syllabus will be provided via video lectures and Zoom by Professor Yeargain. **On Friday January 14, 2022. Professor Yeargain will be live in Zoom at your lecture time to provide a lecture about the lab and what needs to be done to register and activate it.**

You must attend the lab section time and day in which you are registered, due to capacity constraints. There are open lab times in addition to the lab time you registered for that you can also attend if you have a schedule conflict. Professor 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. CNDG is the company that runs the Second Life labs. They will send you an e-mail each week with background information in it. The background information will also be posted in the lab materials in Webcourses. Please print out read the background information for each lab and have it with you when you do the virtual Second Life labs. The background material provides critical information about the labs and explains how many sections are involved in the lab: Example pre- quiz, lab, post quiz.

Laboratory Professor: Michele Yeargain

Office: BL201B*

Email: michele.yeargain@ucf.edu

Please contact her via her e-mail for questions or lab issues.

Required books and materials: 1) *Biology, 13th Edition (Part 1: Custom Edition* Campbell, N. and J. Reece. 2016. Pearson Benjamin/Cummings Publishing Company, Inc. The full edition of *Biology 12th Edition* by Campbell and Reece (2019) 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.

Professor Yeargain will discuss this in her videos and in Zoom. (Or see how to access below)

First Day™ access to required course materials

To provide an affordable access to the required course material, BSC2010 is participating in UCF's First Day™ Program. This means that, as a student, you have immediate and easy access to the required textbook and laboratory access for this course. UCF Student Accounts will bill you at the discounted price as a course charge for this course.

To Opt-in to First Day Access, you simply need to log into our Webcourses, then click on the Course Materials tab on the left side of the homepage. Then click on "opt-in" below the image of the textbook. After you have done this, navigate back to the home page then click on the Modules tab. Scroll down to Links to First Day Access Materials and click on the Study Area link. This will take you to an outside page and require you to accept the terms and conditions.

- Most financial aid sources will cover First Day Digital Course Materials, but please check with your provider to ensure these fees will be covered by your financial aid before Opt-ing In. If you Opt-In and your financial aid does not cover Digital Course Materials, you will be responsible for paying your UCF Student Account.
- VA/VR/DBS and Dual Enrollment students, do NOT Opt-In. You will need to contact the bookstore for your course materials.
- If you are a self-pay student, you will pay for this fee on your UCF Student Account how you would normally pay for tuition and fees.

To access your free e-book after you have purchased lab access please follow the steps below:

- 1. Login in Webcourses with your NID and password**
- 2. Go to Webcourses Modules**
- 3. Find BSC2010 Frist Day Access Module**
- 4. Click on Free Campbell E-book Tab**
- 5. After you have clicked on Course Materials and accepted the e-book you can upgrade to a printed looseleaf book, if you want it. This is optional. To do this: go into the First Day Access Module in Webcourses and hit the looseleaf text book purchase link to open. The looseleaf text book upgrade does cost approximately \$54.99 to purchase, but is also available via first day access.**

Additional recommended materials: *PowerPoints and Videos for BSC 2010*, available in Webcourses/Canvas, under the various lecture module sections.

Webcourses/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

Web Homepages: This course will be set up in Webcourses/Canvas for PowerPoint, RealizeIT presentations (lecture notes), quiz, exam and grading functions. If you have technical difficulties please contact the Webcourses Support.

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 or outages, without documentation or a screen shot.

Procedure to Follow if you have an internet issue during a graded assessment:

Immediately attempt to exit and re-enter the assessment.

If that fails immediately e-mail Professor Thomas at pamela.thomas@ucf.edu

Please send a screen shot of the issue in the contact e-mail. This is required.

Be sure to fill out a help ticket at <https://web.respondus.com/student-help/> If you cannot get Resondus to work

Respondus Lockdown Browser Help:

If you are having an issue with Respondus Lockdown Browser Download or installation please try the directions below for your computer type. Once you have downloaded Respondus lockdown browser please shut all applications and windows, then reopen the quiz.

How to make Respondus Lockdown Browser work for PC!

1. Click on the quiz you want to take
2. You will be prompted to download lockdown browser
3. Download lockdown browser.
- ****4. Before opening lockdown browser close all applications and sign out of everything!!!
5. Sign back in to Webcourses, using Respondus as your browser and take the quiz

Please note: a) Try to use Chrome as the browser to download Respondus. B) Respondus Lockdown Browser is not compatible with Chrome books. It can not be used on Ipads, tablets, or iPhones. Please remember Chrome books and Ipads do not work for lab either.

For MAC!!!! Below

Please note that if you are using a MAC, installation will be a bit different. If you have problems due to using a MAC and miss assignments you will not get credit for those assignments: Please try the following for MAC:

If you have a MAC and you downloaded Respondus Lockdown Browser, but it is not working :

Please do the following:

1. Search up the Respondus download in your downloads
2. Click on the little globe or box; that is actually the lockdown browser
3. Log in through that globe or box icon and take the quiz!

If none of these processes work please contact Respondus Help:

<https://web.respondus.com/student-help/>

Online Classroom/Lab Conduct: By enrolling at UCF, all students have agreed to abide by the Golden Rule. Please become familiar with this document at the website:

<https://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/ tests and conduct. Please note that academic dishonesty includes, providing any false information, taking photos of test/ quiz questions or other materials, having notes up on cell phone/ electronic devices, cheating of any kind, posting of questions, referring to test or quiz questions or asking test/ quiz content on the Webcourses boards, or social media (Group Me, Discord etc.), 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 Rules of Conduct as outlined in the UCF Golden Rule. 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
- photographing tests or copying test questions
- use of any electronic device during a test; use of SI or SARC during any assessment
- posting of questions, referring to test or quiz questions or asking test/ quiz content on the Webcourses boards, or social media,
- cheating of any kind

- plagiarism
- taking tests for others
- false impersonation of another student
- all other situations covered in any portion of the Golden Rule.
- 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
- 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 or cheating or any activity 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 web boards, webcourses or in e-mails/ electronic or digital misconduct, misconduct in labs

Abusive behavior, disruptive behavior or cheating of any kind will not be tolerated in the lecture or lab by Pam Thomas, Michele Yeargain, any TA,ULA or the CNDG staff and will be grounds for being given a zero grade on the assignment(s) or assessment(s) pertaining, may result in assignment of an “F” for the final course grade and result in referral to the UCF Student Conduct Board. Abuse of any websystem such as, Zoom, Discord, Webcourses, RealizeIT or Second Life Labs will be grounds for permanent removal of student right to use or access that system. Use of Group Me is prohibited as a reminder.

University Sanctions:

- 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

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. Six lecture exams will be given and the lowest exam grade of exams 1 -5 will be dropped. Exam 6 cannot be dropped. Each exam is worth 12 percent of your grade. Mandatory online lecture quizzes are worth 10% of your grade. You can drop the lowest quiz score. The Realize IT /PAL modules will count 8% of your lecture grade. You can drop the lowest RealizeIT score.

Thus lecture is 78% of the total grade in BSC2010CM. The online laboratory grade is worth (22%) in the determination of your final course BSC2010CM grade. To calculate: 6 exams (having dropped the lowest of exam 1-5, whichever is lower) $12\% \times 5 = 60\%$ + 10% mandatory in lecture quizzes, after dropping the lowest quiz and + 8% mandatory RealizeIT/ PAL modules, after dropping the lowest +22% virtual labs/lab assessments = 100% of your grade in the class.

Up to three percent optional extra credit will be available in lecture. This is dependent on how much extra credit you achieve. The points will come from optional Extra Credit Quizzes in the Webcourses modules. 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.

A separate laboratory syllabus is posted online in Webcourses. The laboratory grade 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 withdraw from the course, please remember to officially withdraw from the course by **March 25, 2022** at 11:59 PM. Please note that we do not give NC grades. Failure to drop the course will result in an F grade. The instructor reserves the right to hold pop quizzes or exercises in class at the time and in the form of her choosing.

RealizeIT Personalized Adaptive Learning: PAL:

RealizeIT is a free homework program used for the lecture portion of the class. It is free. NO access code is needed.

A RealizeIT/ PAL syllabus page is included in Webcourses modules and a summary information about assignment dates in this syllabus. Below are listed the open and due dates by topic for the RealizeIT/PAL Assignments. 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 8% of your final class grade. You can revise the modules as many times as you want while they are open. You will need to hit the **discard progress button** in RealizeIT if you do not want to keep your current score. 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. You can also flag questions in RealizeIT. A module on how to flag questions is located within the Webcourses modules in Introduction to RealizeIT. Once the module is open you will have about 3-7 days to complete it. On a rare occasion, there may typos or error in a RealizeIT question. If that occurs just flag the

question. Grades for RelizeIT will not post to Webcourses until about 10 hours after the assignment closing date and time.

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, then the box open in a new window. **Please note that RealizeIT information will be included in test/quiz questions. Modules with multiple nodes will have Determine Your Knowledge section. Those with single nodes will lack that section.**

RealizeIT Assignment Name	Open Date	Due Date
Introduction to RealizeIT	Jan 10 at 12:01 AM	Jan 20 at 11:59PM
Chemistry of Life RealizeIT	Jan 21 at 12:01AM	Jan 27 at 11:59 PM
Proteins RealizeIT	Feb 1 at 12:01 AM	Feb 8 at 11:59 PM
Organelles and Membranes	Feb 6 at 12:01 AM	Feb 12 at 11:59 PM
Cellular Respiration RealizeIT	Feb 21 at 12:01AM	Feb 27 at 11:59 PM
Photosynthesis RealizeIT	Feb 23 at 12:01 AM	Mar1 at 11:59 PM
Mitosis, Meiosis, Cell Cycle	Mar 4 at 12:01 AM	Mar 21 at 11:59PM
Genetics	No RealizeIT	No RealizeIT
DNA Structure and Synthesis	April 13 at 12:01 AM	April 19 at 11:59 PM
Transcription and Translation	April 20 at 12:01 AM	April 25 at 11:59 PM

Accommodations for active duty students in the military/ROTC: Will be provided. Please discuss with the instructor, if needed.

Access Statement: The University of Central Florida is committed to providing access and inclusion for all individuals. This syllabus and course materials are available in alternate formats upon request. Students with learning challenges or chronic medical conditions who need accommodations/ access in this course should contact SAS at the beginning of the semester, or as soon as possible. Students must first contact and register with SAS (Student Accessibility Services) <http://sas.sdes.ucf.edu/>. The location is Ferrell Commons Room 185. The Phone number is 407-823-2371. Email: sas@ucf.edu

Through Student Accessibility Services, a letter may be created and sent to professors, which informs faculty of potential access and accommodations that are reasonable. Accommodations are not retroactive and cannot be provided until the student has contacted SAS to request accommodations and the instructor has received an SAS letter.

Policy for exams/quizzes or work via SAS (Student Access Services) notification:

Any testing accommodations/ necessary accommodations approved by Student Accessibility Services, prior to a quiz, test or assignment are welcomed. Please note that all assessments in BSC2010 are online in Webcourses. Please do not go to SAS in person to take any assessment. The accommodation time will be built into the online assessments for you, if you are an SAS

student and SAS has sent us a letter requesting test/quiz accommodations. Please Note: You must fill out an SAS request for each quiz and test for which you desire to use them.

Lecture Exams: All exams will be based on BOTH lecture material, assigned readings and RealizeITs. This is a V class, thus, you will be asked to read and cover material that is not covered in lecture during many portions of the class. Lecture exams will be held online in Webcourses. The dates of the exams are indicated in the syllabus table below. On exam days, the exam will be open from 12:01 AM until 11:59 PM. **Please note it takes time for your online or exam or quiz to submit over the gateway in Webcourses. You must complete, submit and have your exam be received into Webcourses over the gateway by the 11:59 PM deadline. This means you will want to submit by 11:50 to be sure it gets through. If you fail to get the exam thru the gateway by 11:59 PM your grade will be a zero regardless of what you saw while you were taking the exam. Please do not wait until the last seconds and minutes to submit the exam.** You may enter the exam once (1 attempt) and will have 40 minutes to complete the 30 exam questions. There will be six, multiple choice lecture exams during the semester. There will not be a comprehensive final exam. Please note that exams are not simply cut-and-paste from the book or other exams. Thought questions are involved. To make up an exam, please see the make-up policy section of the syllabus. Exams will count for 60% of your total class grade. Respondus lockdown browser will be used for exams and quizzes. Webcameras are not required. It is considered academic dishonesty to communicate in any way about course content during an exam, as previously stated in the conduct language within this syllabus. It is also academic dishonesty to access notes or assistance during any assessment that utilizes Respondus Lockdown Browser.

Lecture Exam Dates Online in Webcourses:

Exam Number	Material Covered	Date
Exam 1	Chapters 2-4	January 28, 2022
Exam 2	Chapters 5-7	February 14, 2022
Exam 3	Chapters 8-10	March 2, 2022
Exam 4	Chapter 12 and 13	March 23, 2022
Exam 5	Chapter 14 and 15	April 11, 2022
Exam 6	Fragile X from Ch. 15 and Chapters 16, 17	Open Friday April 29, 2022 at 12:01AM - Closed Monday May 2, 2022 at 11:59PM

Quizzes: Mandatory graded online quizzes will occur in Webcourses at various times during the semester. The schedule is found in your syllabus below. Each mandatory graded quiz will have 15 questions. You will have 20 minutes and 1 attempt to complete the quiz. These quizzes will count for 10 percent of your grade. We will drop the lowest quiz grade. 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 week after the assignment date and time deadline. After the 1 week period quizzes cannot be made up. We will not send reminders, as we have a very large number of students in the class.

Quiz Dates of Mandatory Graded Online Quizzes in Webcourses:

Quiz Name	Open Date	Close Date
Mandatory Graded Attendance Quiz Over Syllabus and start-up	Jan 11 at 12:01 AM	Jan 14 at 11:59 PM
Mandatory Graded Quiz over CH 2, 3 &4	Jan 20 at 12:01 AM	Jan 27 at 11:59PM
Mandatory Graded Quiz over CH 5, 6 &7	Feb 4 at 12:01 AM	Feb 11 at 11:59 PM
Mandatory Graded Quiz over CH 9	Feb 22 at 12:01AM	Mar 1 at 11:59 PM
Mandatory Graded Quiz over CH 12&13	Mar 14 at 12:01 AM	Mar 21 at 11:59 PM
Mandatory Graded Quiz over: Genetics: Ch. 14&15	Apr 4 at 12:01 AM	Apr 10 at 11:59 PM
Mandatory Graded Quiz Over Fragile X, Ch 16 and 17	Apr 18 at 12:01 AM	Apr 25 at 11:59 PM

Extra Credit: Will be available in each Unit (a unit is all of the material within a single exam) as an optional extra credit quiz in Webcourses. The due dates show up next to the quiz in the Webcourses modules. The extra credit will count for up to an additional 3% of the final grade (above 100%).

Optional Extra Credit Quiz Dates in Webcourses

Extra Credit Quiz Name	Open Date	Close Date
Extra Credit Quiz: UCF Creed and Academic Honesty	Jan 11 at 12:01AM	Jan 14 at 11:59 PM
Extra Credit Quiz 1	Jan 21 at 12:01 AM	Jan 27 at 11:59 PM
Extra Credit Quiz 2	Feb 4 at 12:01 AM	Feb 11 at 11:59 PM
Extra Credit Quiz 3	Feb 22 at 12:01 AM	Mar 1 at 11:59 PM
Extra Credit Quiz 4	Mar 14 at 12:01 AM	Mar 21 at 11:59 PM
Extra Credit Quiz 5	April 4 at 12:01 AM	Apr 10 at 11:59 PM
Extra Credit Quiz 6	Apr 19 at 12:01 AM	Apr 25 at 11:59 PM

Practice Quizzes: do not count for credit, you will see a “score” to show you how you are progressing, but it will not count in your class grade.

Makeup exams and assignments:

All make-up work will be scheduled within Webcourses online.

All make-up work, including tests, quizzes and RealizeITs must be completed within 1 week of the date/ time of the missed assignment, test quiz or RealizeIT with approved excuse. 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 for a soccer game, military advisor etc.) within 48 hours after the date and time of missed exam/ assignment, or when you return from an extended illness or excused event. Students must schedule make up work with Pam Thomas and the work must be completed within 1 week 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. No diagnosis should be on any medical excuse to respect your privacy. Please note we do not accept excuses from family members. Please provide the excuse to Pamela Thomas 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.

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.

In the event of an emergency or disruption, such as a hurricane, that could potentially cancel or disrupt a make-up test, test or assignment, lecture or quiz, that lecture, assignment or assessment will be made up at dates and times posted based on the situation. The instructor reserves the right to revise this policy in the event of an extreme situation or circumstance.

I do understand that the Covid -19 situations or related situations may require some exceptions or additions to this policy and reserve the right to revise the policy.

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 or mandatory military exercises/ deployments. The excuse must be turned in within 48 hours of the test time and date, quiz or RealizeIT, or lab or within 48 hours of the assignment date. An excused absence allows the student to be eligible to make up assignments, quizzes/ RealizeIT or tests according to the make-up policies below. Please turn the excuse in to Pam Thomas during 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. Reminder: We do not accept excuses from family members or friends. As an additional reminder, we do not accept HIPPA sensitive information. Therefore, no diagnosis should be on any excuse you provide.

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.

*No Excuse is necessary for religious holiday observances

Where Are Grades Posted: All course grades are posted in the Webcourses Gradebook.

In classes this large we do have a few issues to discuss. Unfortunately, we cannot pull up your individual quizzes or exams for you to review questions and answers without compromising banks of questions. Thus, there is no way to see individual questions that you got correct/incorrect on exams or quizzes. For this reason, there is not a comprehensive final exam. I am very sorry about this situation and know it is really disappointing to all of us. It is a design flaw of the Webcourses system.

Help & SARC/SI: SARC & SI will be online in Spring 2021 for our class. 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/ LAs or designated SARC/SI for those lecture sections... SARC provides students with free individual and small-group tutoring for Biology 2010 and Supplemental Instruction (SI). Times and locations are posted in Webcourses. We do not provide extra credit for attending SARC/SI.

Lecture Attendance: .

Please attempt to attend live Zoom lectures, as you can ask live questions there. Attendance is not mandatory and all lectures are video recorded and posted after the lecture ends, in Webcourses modules. Lecture times and dates may be used for more extensive problem solving, active learning, and covering material and the instructor will be online to answer questions and do help sessions in Zoom. You will only be admitted to Zoom if you are registered and register via your first and last name and middle initial as indicated by the name in the class UCF roster. There will also be live Zoom reviews prior to Exams.

Courtesy: 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 2019-2022.

UCF Covid-19 Statement: To protect members of our community, everyone is encouraged to wear a facial covering inside all common spaces including classrooms (<https://policies.ucf.edu/documents/PolicyEmergencyCOVIDReturnPolicy.pdf>).

COVID-19 and Illness Notification – Students who believe they may have a COVID-19 diagnosis should contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place. This applies even if you do not come to campus and are in an online class.

Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19, have tested positive for COVID, or if anyone living in their residence has tested positive or is sick with COVID-19 symptoms. CDC guidance for COVID-19 symptoms is located here: (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>)

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

In Case of Faculty Illness – If the instructor falls ill during the semester, there may be changes to this course, including having a backup instructor take over the course. Please look for announcements or mail in Webcourses@UCF or Knights email for any alterations to this course.

Course Accessibility and Disability COVID-19 Supplemental Statement –Students with learning challenges should speak with their instructor and should contact sas@ucf.edu to discuss specific accommodations for this or other courses.

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 in order to be able to answer critical thinking questions.

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 I and the TAs /ULAs are here to help you. We want you come to Zoom Office hours or Class Discord 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, extra credit quiz, assignment, lab, or RealizeIT 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 RealizeIT 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 1-5, your lowest lecture quiz and allow you to drop your lowest RealizeIT for free with no effect on your lecture 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 and no grade “bumping”. 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.

!!! Caution! A Grade of C 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.

How do I take a V class and what do I do? :

The introduction to the class as well as all materials you will need for the entire semester are organized in Webcourses with videos, in addition. I may add to these from time to time, such as when an exam or review is posted to a module. For each unit you will see the assignments /assessments that need to be done and the dates. All quizzes, tests and assignments such as RealizeIT display the due dates. This information is also in your syllabus as well. We will also have non-mandatory Active Learning on some days, as shown in the syllabus. These will be live in Zoom. We will have Zoom lectures, but attendance will not be mandatory as videos will be posted so that they may be viewed at times of your choosing. It is really critical that you do not get behind in the class and try to cram everything just prior to an exam. Chapters 2-4 are the least complex and from Chapter 5 on the material increases in complexity and amount. You will need to check the

Announcements in Webcourse and your Knightmail daily, as this how we communicate with you.

BSC2010 C V02 and V03: Tentative Lecture Schedule Spring Semester 2022

(This syllabus is subject to change by the instructor. Notice of changes will be announced in Webcourses Announcements): Please read the assigned chapters listed below. All chapter numbers refer to Campbell *Biology*, 13th ed. For some chapters, not all of the material will be covered or covered in lectures. It is the student's responsibility to read the book in addition to reviewing video lectures and know what was covered and what was not. It is the student responsibility to know what topics will be done/ learned totally online only in RealizeIT. 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 a V class. All assessments are done online in Webcourses with Respondus Lockdown Browser or RealizeIT and labs are done in CNDG SecondLife. Please note there will be live Zoom lectures during your lecture class times, unless an exam or holiday occurs. The links can be found in Webcourses Announcements.

M Jan 10: Course Introduction and Syllabus; Live Lecture in Zoom; will be recorded

W Jan 12: Introduction to Webcourses Modules and PAL; Live Lecture in Zoom: will be recorded

F Jan 14: Introduction to the Virtual Lab and Second Life: Live Lecture in Zoom

Last day to complete Academic Activity Quiz

M Jan 17: Holiday No Classes

W Jan 19: Chapter 2: Chemical Context of Life

F Jan 21: Chapter 3: pH and Water: Office Hours Active Learning Topic: pH Problems in Zoom

M Jan 24: Chapter 4: Carbon and Molecular Diversity

W Jan 26: Active Learning Exam Review 1 in Zoom

F Jan 28: Exam 1 Chapters 2, 3&4 online in Webcourses opens 12:01 AM closes 11:59PM

M Jan 31: Chapter 5 Macromolecules

W Feb 2: Chapter 5 Macromolecules: Office Hours Active Learning Topic in Zoom: Proteins

F Feb 4: Chapter 6 Tour of Cell

M Feb 7: Chapter 7 Membranes Structure and Function

W Feb 9: Chapter 7 Membranes Structure and Function: Active Learning Topic in Zoom: Tonicity Problems

F Feb 11: Active Learning Review for Exam 2 in Zoom

M Feb 14: Exam 2 over Chapters 5, 6 & 7 online in Webcourses opens 12:01 AM closes 11:59PM

W Feb 16: Chapter 8: Introduction to Metabolism (and Enzymes): Office Hours

F Feb 18: Chapter 8: Introduction to Metabolism

M Feb 21: Chapter 9 Cellular Respiration continued

W Feb 23 : Chapter 9 Cellular Respiration continued: Active Learning Topic in Zoom: Cellular Respiration

F Feb 25: Chapter 9 Cellular Respiration; Active Learning Topic in Zoom: Cellular Respiration
Chapter 10 Photosynthesis online in RealizeIT only

M Feb 28: Active Learning Review for Exam 3 in Zoom

W Mar 2: Exam 3 over Chapters 8, 9&10 online in Webcourses opens 12:01 AM closes 11:59PM; No Active learning or office hours due to Exam 3 being open

F Mar 4: Chapter 12 Mitosis and Cancer

Spring Break: March 7, 8, 9, 10, 11: No Classes

M Mar 14: Chapter 12 Mitosis/Cell Cycle

W Mar 16: Chapter 13 Meiosis/ Cell Cycle: Office Hours Active Learning Topic in Zoom: Mitosis/ Meiosis/ Cell Cycle Problems

F Mar 18: Chapter 13 Meiosis/Cell Cycle/

M Mar 21: Active Learning Review for Exam 4 in Zoom

W Mar 23: Exam 4 over Chapters 12&13 online in Webcourses opens 12:01 AM closes 11:59PM; No office hours and no active learning due to Exam 4 being open

F Mar 25: Chapter 14: Mendelian Genetics: Terminology and Monohybrids

W Mar 28: Chapter 14 Mendelian Genetics: Dihybrids

M Mar 30: Chapter 14: Non- Mendelian Genetics and Pedigrees

F Apr 1: Chapter 14/: Active Learning Topic in Zoom: Genetic Word Problems and Concepts: Problem Solving

M Apr 4: Chapter 15 Chromosomal Basis of Inheritance: Sex- Linked Crosses

W Apr 6: Chapter 15 Chromosomal Basis of inheritance: Chromosomal Abnormalities

F Apr 8: Exam 5 Review over Chapters 14&15 online in Webcourses opens 12:01 AM closes 11:59PM

M April 11: Exam 5 over Chapters 14 and 15 online

W Apr 13: Chapter 16: Molecular Basis of Inheritance: DNA Structure and DNA Synthesis

F Apr 15: Chapter 16: DNA Synthesis Continued

M Apr 18: Chapter 17: Chapter 17: Gene to Protein: Transcription

W Apr 20: Chapter 17: Gene Regulation: Translation

F Apr 22: Ch 17/18 Gene Regulation: Fragile X overview

M Apr 25: Active Learning Review for Exam 6 over Chapters 16, 17 and Fragile X, gene regulation portion of Chapter 15; Active Learning DNA Synthesis, Transcription Translation
Last Day of Classes before Finals

Final Exam (Exam 6) Schedule and Make - Up Policy: You will have 40 minutes to complete the 30 question final exam. It is not comprehensive.

If you miss the final exam on the date you should take it (see below) due to illness or death in the family, as the only acceptable excuses, Please contact the instructor prior to the end of final exams / immediately to schedule a make up. There is no other acceptable excuse to miss the final exam and it cannot be made up under any other circumstance. If you have military duty, please contact the professor immediately to make arrangements to make up the final. If you have extended illness or other issues, you will need to use the final exam as your dropped exam.

Final Exam Date: Sections V02 and V03:

Final Exam online in Webcourses: Opens Friday April 29, 2022 at 12:01 AM and closes on Monday May 2, 2022 at 11:59 PM.