# BIOL1334-007 Online Fall 2017

# Life on Earth

## Instructor Information and Office Hours

Dr. Timothy Henry /E-mail: biol1334@uta.edu / Phone: (817) 272-7223 or 7461

Office: Life Science Building, Rm. 232 / Office Hours: TuTr 11:00 -12:30 PM

During the week, response time to email messages will be within 24 hours. If your instructor is unable to respond in that time-frame, he will post a message to the class discussion board.

## Getting Help

Course content questions should be directed to your instructor, Dr. Henry, at biol1334@uta.edu, or, if necessary, he may be reached by phone at (817) 272-7223. For technical support, contact the Office of Information Technology: 817-272-2208 or helpdesk@uta.edu.

## Synopsis of Important Points

* **Reading this syllabus is essential for doing well in this course. Any information on this syllabus may be used as a test question, so read it.**
* There is no book. The lecture portion of this course is entirely online under lessons. The lab portion involves an ordered kit.
* Proper computer access, web carrier and computer skills are necessary.
* No orientation is necessary because all information is provided online.
* No textbook, CD’s or proctors are required for the lecture. The lab kit you order will allow you access to an online manual. Chapter readings are under Lessons.
* All testing is done online. **The official test schedule calendar is on this syllabus, not on the Blackboard testing section.** Extended dates may be seen on the testing site after the original due date for students that have a legitimate reason for missing the official test date on the syllabus. In that case a password will be required for access.
* All chapter quiz, exam, and lab report deadlines end at **11:59 PM CST**.
* There are no exemptions from quizzes, exams & labs; they all must be completed for credit.
* As this is a self-paced course with access to all instruction; test reviews are up to you.
* The challenging questions at the end of your chapters are not a requirement, but a challenge to your understanding and for dialog on the discussion board.
* Time limits and deadlines posted on this syllabus must be met unless otherwise approved by the professor.
* Tests (quizzes & exams) are timed in order to assess your grasp of the material without the advantage of looking up the answers. Points will be deducted for exceeding time limits. Time limits are: ten minutes for quizzes, one hour for modular exams, and two hours for the final exam.
* Quizzes and exams that exceed the time limits will automatically receive an exclamation point (**!**) until overtime can be assessed and the grade posted.
* Students must complete the quiz/exam the first time it is launched. Stopping in the middle of a timed test is not an option. You cannot pause or go back.
* You must hit submit at the end of your quiz/exam for official submission.
* Points will be deducted for overdue dates on quizzes & exams. Late labs will receive a zero. The official schedule calendar is on this syllabus.
* The quiz and exam questions are taken directly from the course content. Review answers are provided for the first module only. You must look up your missed questions following the first module.
* Reporting errata can earn extra points should any inconsistency be acknowledged & corrected, by sending specific information by email.
* Please include your name and course number (1334) with all e-mail messages if you want to receive a reply.
* If you sign up for the course with one e-mail address and name, that is your e-mail address and name for the entire course. Do not attempt to change your ID during the course.
* Test questions must be answered one at a time without backtracking. Pausing or backtracking will cause you to be locked out of your test.
* If you are ever locked out of a test, email your instructor. The test will need to be reset.
* The at-home laboratory portion (*LabPaq*) of this course is available through *Hands-On-Labs* and is explained in the following pages.
* Lab assignments must be properly attached to the appropriate Blackboard Lab Assignment section as **one single file**(Word or PDF) **smaller than 2 MB**, or you will not receive credit.
* Lab report and safety agreement assignments are due on the date posted on the official course calendar of this syllabus and will not be accepted for credit if late.
* Your online lab manual has a Lab Safety Reinforcement Agreement that must be signed (not typed) and submitted to the Blackboard Lab assignment section on time to receive lab credit.
* Your second lab report is a group project. Groups will be assigned following your first lab report has been graded. Allow ten days for lab report grades to be posted.
* Quiz & exam answers will be posted only for the first module of the course. You must record your own quiz and exam information following that. See your Blackboard Announcements for study tips.
* It is against University policy to email, telephone, or otherwise send electronic information concerning student grades. Grades will be posted on Blackboard.

## Prerequisites

The prerequisite for this introduction to biology for non-majors part 2 (BIOL1334) is part 1 (BIOL1333) and permission from the department.

## Course Description

Biology is the science of life, and a wide-ranging science it is. Some biologists study entire ecosystems; others delve into interactions of just a few molecules in a single organism. Some biologists look billions of years into the past, seeking the origin of life on Earth; others work to find commonality among the astonishing array of living things now on our planet. Such variety makes biology a broadly encompassing science; a biologist may need to rely on physics, chemistry, oceanography, geology, mathematics, climatology, computer science, and more, in addition to the essential core body of biological knowledge. In this course, we introduce you to that core body of biological knowledge. We explore the molecular interactions that make life possible, the flow of energy through living things, the unity and diversity of life on Earth, the structures and functions of organisms, and the processes of evolution that inform all modern biological thought. The laboratory is designed to provide all students with opportunities to investigate biological processes in an inquiry-based fashion. Students will be expected to work as teams for one lab to conduct experiments and participate in the scientific process. (*More on this below*.) **This course satisfies the University of Texas at Arlington core curriculum requirement in life and physical sciences.** The italicized student learning outcomes required of core courses below will be assessed for each student in the laboratory portion of the course. The final lab report will be assessed to determine how a student has mastered critical thinking, communication, and empirical and quantitative skills. A teamwork assessment (peer evaluation) will be completed by each student in lab to determine how students work together in lab groups to achieve the student learning outcomes described below.

**Student Learning Outcomes**

* Demonstrate knowledge of the development of humanity in terms of knowledge, communication, culture, location origins, and medicine.
* Demonstrate knowledge of biogeochemical and reproduction processes and cell division.
* Identify basic parts and functions of human anatomy and physiology.
* Demonstrate knowledge of environmental change, concerns, and sustainability.
* Demonstrate proper scientific understanding of designing and conducting experiments, and collecting and analyzing data.
* Demonstrate *Critical Thinking Skills* including creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
* Demonstrate *Communication Skills* including effective development, interpretation and expression of ideas through written communication.
* Demonstrate *Empirical and Quantitative Skills* including the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
* Demonstrate *Teamwork* including the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

## Welcome from Dr. Henry

Welcome to the science of life; the study of living organisms, to which we all are inseparably adjoined. Biology seeks to understand the structure (anatomy), function (physiology), origin, evolution, and distribution of living things. Your efforts here will provide you knowledge of botany, zoology, and all their numerous subdivisions, from microbiology to population genetics. Current news headlines are filled with biological topics concerning the genome project, stem cell research, cloning, bioterrorism, and even extraterrestrial biology. While this introductory course will not make you an expert on these subjects, it will give you a working knowledge of contemporary topics; help you make informed decisions; and may even set you on a path to further scientific inquiry. It is my sincere hope that your foray into the study of life is as valuable and enlightening to you as it was to me on my first excursion into biology. It instilled in me an unquenchable thirst for knowledge. As this course will also be a new experience in distance education for many of you, I would like to reassure you that you are not alone. Technical support is always available to you and I, of course, will be available should you need assistance or have questions.

## About Dr. Henry

Dr. Timothy L. Henry is Honors College Assistant Dean and Biology Professor of Practice at the University of Texas at Arlington. He graduated from Baylor University with concentrations in Biology, Communications, and Comparative Religions. Dr. Henry attended Baylor College of Dentistry, and was in private practice for ten years before embarking on a teaching career. As a member of the UTA College of Science Health Professions Advisory Committee, he counsels students in pursuit of medical and dental careers. In 2000, Dr. Henry was awarded the UTA Provost’s Award for Excellence in Teaching. In 2002 and 2003 he was co-director of judging for the Exxon/Mobil Texas Science and Engineering Fair hosted by UTA at the Arlington Convention Center. Dr. Henry is a mentor and board member of the UTA Leadership Academy. He teaches introductory online biology courses, human anatomy & physiology courses, graduate level science education and honors philosophy courses at UTA. Dr. Henry began teaching philosophy of science courses in the Honors College via UTA’s Quality Enhancement Program in 2008 and was designated Honors College Professor of the year in 2009.

## Assignments

### Chapter Quizzes - At the end of each chapter you are required to take a chapter quiz. Each chapter quiz contains 10 multiple-choice questions to answer in ten minutes. Chapter quizzes are found by clicking on the Testing link from the course home page. The 13-chapter quizzes count for 26% of your overall grade.  Each chapter quiz is worth 2% of your overall grade.

### Modular Exams - The course is divided into four modules (sections).  Four modular exams will be taken after finishing a module. The modular exams will consist of 50 multiple-choice questions to answer in one hour. The four modular exams are collectively worth 27% of your overall grade. Each modular exam is worth 6.75 % of your overall grade.

### Final Exam - Your final exam will consist of 100 multiple-choice questions covering all chapters, and counts as 27% of your grade. You will be allotted two full hours for your final exam.

### Test Bank - All questions for the above tests are derived from a large test bank, so you may see the same question more than once. Test Bank questions come directly from the chapters.

### Laboratory Assignments - Laboratory report and Lab Safety Agreement assignments are due on the dates assign on this syllabus.  Reports must be properly attached to the appropriate Blackboard Lab Assignment section as one single file (Word or PDF) smaller than 2 MB, or you will not receive credit. Reports that are emailed will not be accepted. No Exceptions. The Safety Agreement is not graded, but essential for lab credit. The two lab reports are worth 20% of your grade, or 10% each. You may use your Laboratory Report Assistant to guide you with tables and answering questions, but it is not a complete report without including the components listed on the rubric below. Each laboratory report will be scored utilizing the following rubric:

**LAB REPORT COMPONENTS**

| **SECTION 1** | **SECTION 2** | **SECTION 3** |
| --- | --- | --- |
| Title Page (5%)Abstract (10%)Hypothesis (10%)Procedures (10%)Observations (25%)  | Analysis (20%) | Conclusion (20%) |

Section 1 Total = 60%

Section 2 Total = 20%

Section 3 Total = 20%

TOTAL = 100%

* **Address all questions on your Experiment and Lab Report Assistant pages**
* **File attachment size must be smaller than 2 MB or points will be deducted**
* **File attachments must be a single document or points will be deducted**

**LAB REPORT RUBRIC**

|  | **Level 3** | **Level 2** | **Level 1** |
| --- | --- | --- | --- |
| **Section 1** |
| **Title Page** | Title page is present and contains all necessary items.**Maximum: 5%** | Title page is present but missing necessary items.**Maximum: 3%** | No title page is present.**0%** |
| **Abstract** | Abstract information is researched and cited. Includes question to be answered by lab**Maximum: 10%** | Abstract information is vague or brief.**Maximum: 5%** | No abstract information is presented.**0%** |
| **Hypothesis** | Hypothesis is stated in “If…then…” format and explained. **Maximum: 10%** | Hypothesis is vague or not in correct format.**Maximum: 5%** | No hypothesis is present.**0%** |
| **Procedures** | Materials and amounts are identified. Steps are easy to follow and in paragraph form.**Maximum: 10%** | Doesn’t provide enough information to represent an experimental procedure.**Maximum: 5%**  | No procedures are present.**0%** |
| **Observations** | Data is complete and relevant. Tables are easy to read and units are provided. Graphs are labeled and show trends. **Maximum: 25%** | Data is brief and missing significant pieces of information. **Maximum: 15%** | No data or observations are present.**0%** |
| **Section 2** |
| **Analysis** | Questions are answered completely and correctly.**Maximum: 20%** | Some answers are missing or analysis is vague.**Maximum: 10%** | No analysis is present.**0%** |
| **Section 3** |
| **Conclusion** | Conclusion summarizes experiment, cites data, addresses hypothesis, and cites sources of error.**Maximum: 20%** | Conclusion is brief and is missing significant pieces of information. **Maximum: 10%** | No conclusion is present.**0%** |

 (You may use the Laboratory Report Assistant as a guide, but it is not a complete report without including all of the above categories.) While the experiments may not be synchronous with the lectures, they are designed to encourage you to learn how lab reports should be written. Be sure to read your online lab manual content. Access comes with your **LP-2299-BK-03** kit from www.HOLscience.com. ***Order it as soon as possible delivery may take two weeks***

### Time Limits - All Chapter Quizzes and Exams have the following time limits:

* Chapter Quizzes – 10 minutes [*each minute is worth 10 points*]
* Module Exams – 60 minutes [*each minute is worth 1.666 points*]
* Final Exam – 2 hours [*each minute is worth .8333333 points*]

The time limits on quizzes and exams are in place in order to assess student knowledge of the readings without the ability of simply looking up the answers. Exceeding these time limits will result in point deductions per overtime from your score.

### Deadlines - All Chapter Quizzes, Exams and Lab Reports have closing dates. These are listed on your course calendar on this syllabus. You may work at your own pace, provided you comply with the dates tests are due. All closing dates are set at 11:59 PM Central Standard Time. Do not fall behind. Exceeding the closing date deadlines will result in a zero on that particular test or lab report.

### Overdue Coursework - If you have exceeded the course calendar deadlines for any coursework, it is up to your instructor to allow access to take it. In order to receive access to overdue coursework, you must have a legitimate justification; otherwise, your grade for that assignment will be a zero. Students with a legitimate documentable excuse, for missing a deadline, may be given an extension with a password for access.

### Feedback Time - Grades are automatically reported on quizzes and exams after they are submitted. Reporting of missed questions and correct answers to quiz and exam questions are available in Blackboard immediately after the due date has passed for the first module of the course. Laboratory Assignment feedback will be given within 10 days of the due date.

### Laboratory - You will need to purchase the 2-experiment LP-2299-BK-03 LabPaq from www.HOLscience.com order it as soon as possible. Instructions follow.

## Grading Scale

**A** 89.5-100%... **B** 79.5-89.4%... **C** 69.5-79.4%... **D** 59.5-69.4%... **F** 59.4% and below.

There will be no extra point assignments, or dropping of lowest test grade; so please don’t ask.
It is against University policy to email or telephone grade information.

## Evaluation

13 Chapter Quizzes.......... 26%

4 Modular Exams.............. 27%

1 Comprehensive Fin...... 27%

2 Laboratory Reports...... 20%

Total        100% .......... 1000 points

In order to figure your average multiply your grades by the above percentages then add. Do not ask your instructor to do it for you!  Keep up with your own grades.

## Course Material

The content of this course, titled Life on Earth, is from The Pageant of Life II: The Human Age, the exclusive effort by Dr. Timothy L. Henry, Honors College Assistant Dean and Adjunct Biology Professor, The University of Texas Arlington.

## Course Format

### Chapters - This course website is composed of thirteen chapters divided into four parts (modules) that you will be required to work through. Each chapter contains a number of addenda questions and web links to aid in your understanding of topics. You may work at your own pace; finishing chapter tests and modular exams early should you so choose. Deadlines are set to keep you up to pace in order for you not to fall behind. The comprehensive final exam is offered only during finals period near the end of the course.

### Chapter Quizzes - Each chapter will require an online test of 10-20 multiple-choice questions that will collectively account for 26% of your overall grade. Consider your chapter tests practice for your four modular exams.

### Modular Exams - Each section of chapter quizzes (there are four) will be followed by a modular exam that will collectively count for 27% of your overall grade. The modular exams will consist of 50 multiple-choice questions that cover the preceding chapters quizzes of that section (see your course calendar). Consider your modular exams and chapter quiz content a good practice for your comprehensive final. You may only take each test one time, so be sure you are ready.

### Final Exam - The comprehensive online final exam will account for 27% of your overall grade in this course. This exam will consist of 100 multiple-choice questions, and will only be offered during finals period at the end of the course.

### Laboratory - The laboratory consists of two experiments requiring reports that account for 20% of your grade. You will need to purchase your laboratory kit (LabPaq) LP-2299-BK-03 from www.HOLscience.com. Order it as soon as possible as delivery may take two weeks. Ordering instructions follow on this syllabus.

### Errata - Should you discover any errors, you may receive extra credit for reporting specifics by e-mail to the Biology 1334 e-mail address: biol1334@uta.edu. Subject: 1334 Errata.

### Communication - You will have two primary ways to communicate with your instructor and fellow classmates in this course. To communicate exclusively with your instructor, e-mail him at biol1334@uta.edu. Subject: Biol1334. To communicate with classmates about course content, use the Discussion Board.

### Discussion Board - If you think that your questions or comments may help other students, or if you want to ask your fellow students for help, you may use the General Discussion forum located in the Discussions link of the course. The Discussion Board is for discussing course content and study group contact; it is not a social network or complaint board. Please see the “Rules for Online Discussion” on the Start Here page of Blackboard. You should introduce yourself to your classmates by posting a short biography in the Introductions forum.

**Extra Credit – Case Studies -** There are four case studies in this course for extra credit – one for each part/module. You may earn extra credit by reading a case study and taking a case study quiz. You can earn 1 point by scoring a 70% or above on each case study quiz. You will have the capacity to have the case study opened while you take the quiz in order to have access to tables and charts. There will be no time limits on these case study quizzes. You will have 2 chances to earn a score of 70% or above. Case study credit will be limited to the part/module they cover.

**Extra Credit – Discussion -** There are four additional discussion forums in the course – one for each module/part. You may earn extra credit by posting in these discussion forums. You can earn 1/2 point for posting relevant, quality information regarding the course content. This could be a link to a recent article, an interesting video, or any other content related to the topics studied in that particular unit. You must also include a short description of what you are posting and why it is relevant to the coursework and your fellow classmates. Postings that are not relevant or high quality will not receive credit. You can also earn 1/2 point for furthering the conversation on a classmate’s post. The reply post must be substantial in order to receive credit. Simply stating “I agree” or “Great post” will not earn extra points. Deadlines for discussion credit will be limited to the unit/part topics they cover. **Interaction in the Course** - The instructor expects students to spend at least two hours a week night in preparation for online testing. Laboratory efforts should require a minimum of five hours including experimentation and writing a report.

## University Course Policies

### ADA Statement - The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 93112 - The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans With Disabilities Act - (ADA), pursuant to section 504 of The Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens. As a faculty member, I am required by law to provide "reasonable accommodation" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty at the beginning of the semester and in providing authorized documentation through designated administrative channels. To contact the Office of Students with Disabilities, you may call (817) 272-3364, email Ron Venable, Assistant Director, at ron@uta.edu, or visit the Students with Disabilities web page.

### Title IX - The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C%3A%5CUsers%5Cthenry%5CDesktop%5Cjmhood%40uta.edu).

### Academic Integrity - All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

***I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a***

***tradition that values hard work and honest effort in the pursuit of academic excellence.***

***I promise that I will submit only work that I personally create or contribute to group***

***collaborations, and I will appropriately reference any work from other sources.***

***I will follow the highest standards of integrity and uphold the spirit of the Honor Code.***

Academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form at The University of Texas at Arlington. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. ―Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts (Regents’ Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22).

**Campus Carry** - Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

### Student Feedback Survey - There will be an anonymous online teaching evaluation available for each student near the end of the semester. Please fill out the form honestly and accurately. Your evaluations are taken very seriously, and help your University maintain the highest of standards.

### UTA Calendar - Students enrolled in this course are subject to all UTA dates and deadlines according to the UTA Academic Calendar.

### Proctoring Statement - The professor reserves the right, at any time, to require a student to take or re-take any or all student course work in a proctored environment. If the professor deems this necessary, the student is responsible for making the proctoring arrangements, subject to the professor's approval. This policy applies to any and all assignments required in this course.

### Grade Grievance Policy - In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director, academic dean and the provost. However, before considering a grievance, the department chair or program director (dean) will refer the issue to a departmental or program (college/school) committee of faculty. If the committee cannot reach a decision acceptable to the parties involved, the matter will follow the remaining academic channels. The decision of the provost is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean. The dean of the college or school in which a student is enrolled, or the director of the University Advising Center if the student has not declared a pre-major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.

### Final Review Week - A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

## Student Support Services Available - Strive to thrive, or choose to loose…it’s up to you; but help is available. UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at [www.uta.edu/resources](http://www.uta.edu/resources) , or view the information at <http://www.uta.edu/universitycollege/resources/index.php>. The IDEAS Center - (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

## MavMail - All students are assigned an email account and information about activating and using it is available at [www.uta.edu/email](http://www.uta.edu/email). New students (first semester at UTA) are able to activate their email account 24 hours after registering for courses. There is no additional charge to students for using this account, and it remains active as long as a student is enrolled at UT-Arlington. Students are responsible for checking their email regularly.

## E-Culture Policy - The University of Texas at Arlington has adopted the University email address as an official means of communication with students. Through the use of email, UT-Arlington is able to provide students with relevant and timely information, designed to facilitate student success. In particular, important information concerning registration, financial aid, payment of bills, and graduation may be sent to students through email. All students are assigned an email account and information about activating and using it is available at [www.uta.edu/email](http://www.uta.edu/email). New students (first semester at UTA) are able to activate their email account 24 hours after registering for courses. There is no additional charge to students for using this account, and it remains active as long as a student is enrolled at UT-Arlington. Students are responsible for checking their email regularly.

## Blackboard - Your course uses Blackboard in order for you to view your grades, course materials, announcements, access tests and load lab reports. The discussion board is for communicating pertinent course topics with your classmates. You can access the UTA Blackboard Learn sign-in at:  <https://elearn.uta.edu>.

## Study Tips

BE PREPARED!! Reading your chapter material is essential for understanding the information. Make outlines of your chapter materials for review and reference. Study groups may help.  Students must use critical thinking to show an understanding of the material, and will not simply be dependent on rote memory. Although ample memorization will be necessary, knowledge of a subject is not dependent on rote memorization. Students will have to use their own initiative in using individual study skills in order to do well in this course. A primary formula to any successful endeavor includes a right-minded attitude and persistent effort. It is important for you to know that without adequate sleep, memories cannot be effectively consolidated for retrieval.

## Learning Style

In order to help you understand your learning style, Google VARK Learning and take the simple test. This will provide you with information on your strengths and weaknesses concerning retention of information.

## Tentative Lecture Schedule (Course Content Calendar)

The following calendar is a tentative one due to the probability of unforeseen circumstances such as weather, power outages, etc. Any changes in the class assigned schedule will be at the discretion of your instructor, or due to unanticipated conditions, and will be announced and/or emailed. **The following is the official test schedule calendar.** Extended dates may be seen on the Blackboard testing site after the original due date seen on the following course calendar for students that have a legitimate reason for missing the official test date. In that case, a password will be required for access.

## Official Course Calendar (*print this for display*)

**BIOL1334 FALL 2017**

**Life on Earth**

**Module 1 - Populations, Cultural Assent & Agriculture**

 **Chapter 1** Knowledge & Communication Chapter 1 Quiz is due by **Sept. 1st**

 **Chapter 2** The Grand Excursion     Chapter 2 Quiz is due by **Sept. 6th**

 **Chapter 3** Culturalization Chapter 3 Quiz is due by **Sept 10th**

 **Chapter 4** The Biology of Agriculture Chapter 4 Quiz is due by **Sept. 14th**

 **Module 1 Exam** Exam One is due by **Sept. 19th**

**Module 2 – Technology**

 **Chapter 5** Biotechnologies  Chapter 5 Quiz is due by **Sept. 23rd**

 **Chapter 6** Human A & P I Chapter 6 Quiz is due by **Sept. 27th**

 **Chapter 7** Human A & P II Chapter 7 Quiz is due by **Oct. 1st**

 **Chapter 8** Human A & P III Chapter 8 Quiz is due by **Oct. 5th**

 **Chapter 9** Human A & P IV Chapter 9 Quiz is due by **Oct. 9th**

 **Module 2 Exam** Exam Two is due by **Oct. 14th**

**Module 3 - Human Impact I**

 **Chapter 10** Medicine Chapter 10 Quiz is due by **Oct. 18th**

 **Chapter 11** Medical Technologies Chapter 11 Quiz is due by **Oct. 25th**

 **Module 3 Exam** Exam Three is due by **Oct. 31st**

Last Day to Drop Classes Nov. 1st

**Module 4 - Human Impact II**

 **Chapter 12** Global Change Chapter 12 Quiz is due by **Nov. 5th**

 **Chapter 13** Environmental Concerns Chapter 13 Quiz is due by **Nov. 11th**

  **Module 4 Exam** Exam Four is due by **Nov. 30th**

 **Final Exam**   Final Exam Deadline is **Dec. 12th**

The final examination is a comprehensive one that covers all of the materials in this course, and as stated above, is due by December 12th. This exam is offered only during finals period, starting on Saturday, December 9th unless otherwise informed. *There will be no office hours during or following Final Exam Week.*

Notice: You may work ahead of schedule, but you must complete each test by the official course calendar assigned dates. The official cutoff time for each posted due date is **11:59 pm CST***.*

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## 1334 LAB

IMPORTANT: For the 1334 Laboratory, you will need to purchase the 2-experiment **LP-2299-BK-03** from www.LabPaq.com.  *Order ASAP for a two-week delivery time*.

The following URL will enable students to create an account and notebook for the Intro **Biology II Lab** course: <https://labpaq.labarchives.com/self_signup/NDM2Ni43fDkxNjU4LzMzNTkvQ291cnNlLzQzMzMwMDA0N3wxMTA4NC43>

**LAB ASSIGNMENT SCHEDULE** (*print for display*)**:**

**LABORATORY CALANDAR**

**LAB SAFETY AGREEMENT** *Must be signed (not typed)* Due by **Sept. 24th**

**EXPERIMENT 1 REPORT** Homeostasis  Due by **Sept. 25th**

**EXPERIMENT 2 REPORT** DNA & Protein Synthesis Due by **Nov. 3rd**

 (Group Project)

**Notice** - You may work ahead of schedule, but you must complete each laboratory report by the assigned dates. The official cutoff time is **11:59 pm CST** for each posted assignment date deadline. Lab reports will not be accepted after the due date.

**Safety Agreement** - the laboratory material safety agreement form from the online lab manual (see important safety information) must be checked and signed (not typed) before proceeding with your laboratory experiments. The safety form must be attached as a single Word or PDF document to your Blackboard Lab Assignments. Likewise, all laboratory reports should be attached as a single Word or PDF document smaller 2 MB under the proper laboratory Blackboard assignment place. Please title your reports as directed on your attachment page.

## Ordering your LabPaq

Order NOW as it may take two weeks for delivery!!! If you will be utilizing Financial Aid to place your LabPaq order, please contact your school Bookstore or Financial Aid office.  Otherwise, please use the following steps:

1) Go to www.holscience.com

2) Select "ORDER A LAB KIT HERE”, on the top of the page.

3) Login: C000388

4) Password: labpaq

5) Select your Desired Course on the left...such as Biology, Chemistry, etc.

6) Follow the prompts to complete your order

Please don’t hesitate to let **Hands-On Labs** know if they may be of further assistance to you.  Their Student Services Department are reached at **866-206-0773** M-F, 8-5 MST.  They are available to help with any ordering or shipping concerns.

## [ X ] LP-2299-BK-03 with 2 experiments for BIOL1334

* Select **Checkout**. This will bring you to the **Purchase Agreement**, read it carefully and then select **I Agree- Take me to Checkout**.
* Fill in your shipping information. Make sure that the billing information is the same address your credit card company has on file.  The click on **Continue**
* **Ship Via**: You will have several options
* **Pay With**: MasterCard or Visa,
* **Unique Client Reference**: Leave Blank & click on **Continue**
* Look over the information you have entered and if it is all correct then click on **Place Order**.
* Please print your confirmation page or if you cannot print make note of your Order Number.
* Once you are finished please **Log Out** of the account.
* Upon receiving your LabPaq kit, please make sure all listed components are included.

Please contact **Hands-On Labs** for any ordering questions:

*Hours of Operation*:  Monday-Friday 8AM-5PM MST.

All messages will be answered by the following business day.

*Customer Service Phone*: Toll Free 866.206.0773

*Email Address*: Info@HOLscience.com

## How BIOL 1334 will address “Core Objectives”

**Teamwork** *Online courses will have one lab assignment a group project. The second lab assignment will be the group project whereby students will work together (via electronic interaction) to complete the second laboratory exercise. Teamwork will be assessed using the same critique sheet following this exercise. Groups will be assigned following the first lab report grades are posted. The group project lab report will be a collaborative effort, but each student must write their own report. Collaboration is not Collusion. Collusion is claiming someone else’s work as your own. Included in your second lab report group project each member of the group will complete the “Team Member Critique Sheet.” This sheet will allow assessment of the ability of each student to work effectively as a team after a semester of working together on several projects. A rubric for this is at the end of this syllabus.*

**Critical Thinking** *On-campus, this course includes a two-hour lab in which students have several opportunities to demonstrate their critical thinking skills. Each student is required to write one lab report individually and make an oral presentation as a group. Both of these exercises provide an opportunity for students to demonstrate their critical thinking skills. They must help devise the hypothesis the group chooses to test, collect and analyze data, and interpret their results in the context of the peer-reviewed literature and their own knowledge of the subject area. The lab report will serve as the signature assignment that will be used to assess this objective. Please see the lab report assignment below (actual assignment will be included in the lab manual) for details of how the assignment is constructed and our expectations of the students. Students taking this course on-line will also complete written lab reports; their final lab report will be used as their signature assignment.*

**Communication** *In the on-campus lab, students will complete both written and oral presentations of their work. The written lab report will be assessed for focus, organization, meeting the requirements of the assignment, and style. We will employ a rubric that assigns points to these and other factors.  A rubric will be used to ensure that these factors are being graded consistently. We will use the written lab report as our signature assignment to assess this objective. Students taking this course on-line will also complete written lab reports; their final lab report will be used as their signature assignment.*

**Empirical and Quantitative Skills** *Because this course includes a lab, students must be able to collect, summarize, and analyze data when conducting their own inquiries. This work is assessed when the students write up their results for a lab report and for an in-class oral presentation (if on campus).  In the rubric used to grade these assignments, students will be evaluated on their ability to accomplish these goals. We will use the written lab report as our signature assignment to assess this objective. Students taking this course on-line will also complete written lab reports; their final lab report will be used as their signature assignment.*

## Lab Reports and Signature Lab Report Assignment

Your online lab manual access comes packaged with your LabPaq and describes the purpose of scientific writing, data analysis, and critical thinking. Two lab report-writing assignments are given throughout the semester to have students write lab reports involving inquiry-based experiments, and master the skills of data collection, analysis, and writing. Students may use the Laboratory Report Assistant as a guide, but this is not a complete lab report. All lab reports must include all rubric criteria mentioned under the lab reports section of this syllabus on page 3.

Students must demonstrate all of the core objectives for the life sciences in this course: teamwork, critical thinking, communication, and empirical and quantitative skills.

## Teamwork Project

In compliance with University policy, one lab (***Experiment 2, DNA & Protein Synthesis***) will involve teamwork within a lab group (a team of students). Your instructor will assign the lab groups after your first lab report is due. Each report is to be written as an individual effort, based on the group research project. Cooperation/collaboration is not collusion, so each report should be uniquely written, based on each individual’s data. After completing this lab report, students will complete the following “Team Member Critique Sheet” to evaluate how the group worked together as a team. The critique should be part of your 2nd laboratory report as a **single document** based on the Team Member Rubric and posted as usual to your assignments page on Blackboard.

**TEAM MEMBER CRITIQUE SHEET**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course: ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Circle a rating for each team member (including yourself) and provide a rating justification for each team member.

| **Name/Justification** | **Self-Management Rating** **(low to high)** | **Contribution Rating** **(low to high)** | **Cooperation Rating** **(low to high)** |
| --- | --- | --- | --- |
| Your Name: | 1 2 3 4 5 | 1 2 3 4 5 | 1 2 3 4 5 |
| Rating Justification: |
| Team Member Name: | 1 2 3 4 5 | 1 2 3 4 5 | 1 2 3 4 5 |
| Rating Justification: |
| Team Member Name: | 1 2 3 4 5 | 1 2 3 4 5 | 1 2 3 4 5 |
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| Rating Justification: |
| Team Member Name: | 1 2 3 4 5 | 1 2 3 4 5 | 1 2 3 4 5 |
| Rating Justification: |

**TEAM MEMBER RUBRIC**

| **Performance Level** | **Criteria** |
| --- | --- |
|  **1.  Does Not Meet Any Expectations**  |  Made no contributions to the group’s work & decisions OR did not lead or take direction within the group | Not respectful of group members, dominated the project, consistently rejects other group member’s ideas, fails to acknowledge the group’s shared purpose, and causes problematic situations | Was absent or late for meetings, Did not present relevant ideas/materials, did not submit work on time and/or did not stay on task during group meetings or work sessions |
| **2. Meets few Expectations** | EXHIBITS MIXTURE OF CHARACTERISTICS BETWEEN RATINGS OF 1 & 3 |
|  **3. Meets Expectations** | Adequately contributed to the group’s work & discussions OR adequately fulfilled the roll that the student was assigned within the group project |  Respectful of other group members, listens to the ideas of others, acknowledges the group’s shared purpose, and did not cause problematic situations | Adequately prepared for meetings, presented dome relevant ideas/materials, submitted the work by the absolute deadline, and generally stayed on task during meetings. |
| **4. Exceeds Some Expectations** | EXHIBITS MIXTURE OF CHARACTERISTICS BETWEEN RATINGS OF 3 & 5 |
| **5. Exceeds all Expectations** | Made contributions that were instrumental to the group’s meeting & planning process OR took the initiative to be a good leader | Respectful of other group members, integrates the ideas of other group members into their own ideas, embraces the group’s shared purpose, & sought ways to avoid problematic situations | Always well prepared for meetings, presented good ideas, & abundant materials, always met all deadlines & was always task-oriented during meetings  |