

BIOL1120-001: Survey of Biology
Fall 2012

Course Name: Survey of Biology
Credit hours: 3
Prerequisite: ENGL 1100 or 1110 or HON1010
Meeting: TR 11:00 am - 12:15 pm BO1045

Instructor: Mrs. Brenda Leady
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Office Hours: M-Th 9am-11am (or by appointment)
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Course Description:

A survey of major biological principles and phenomena in various plants and animals with emphasis on man. (not for major credit).

Required:

Marielle Hoefnagels Biology: The Essentials 1st edition 2013 McGraw-Hill Publishing
Turning Technology's Response Card RF

Course Website:

BlackBoard contains all class information – grades, assignments, lecture handouts, homework, etc.

The following rules apply to all the exams and classes of this course:

1. I expect your full attention in class. When you are in class, you are there to pay attention and participate. Phones, iPods, pagers are turned off and ear buds are out. If you have an important call, take it outside the classroom with a minimum of disruption.
2. Examinations start and end at specified times. Under no circumstances will students be admitted to an exam after the first person has left the exam. *Additional time will not be given to students who come late to an exam.*
3. Be sure to bring two number 2 (#2) pencils, an eraser, and your valid UT student ID card to an examination.
4. All the examinations must be taken at the scheduled time. Missed exams can be made up as an essay exam covering the same material.
5. Please be considerate of your fellow students. During the time of an examination, quiet is to be maintained at all times. To be fair to everyone, I expect cell phones, pagers, iPods, etc. to be turned OFF and out of sight. Earbuds are to be removed. Anyone found looking at a digital device during an exam will be given an F in the course for academic dishonesty.
6. If the University is closed on a day scheduled for a test, your test will be given during the next time class is held.
7. I will post an answer key to check your bubble sheets. Errors in grading should be brought to my attention within one week of the time you receive your corrected examination. I do not allow you to keep the actual exam questions but you may make an appointment to look over missed questions.
8. If you have documentation from the Office of Accessibility, please see me before the first test to schedule your exams. Extended time is not given during the regular in class exams.

Evaluation:

Clickers: DEADLINE TO BE REGISTERED IS September 4

We will use Turning Technologies Response Card RF in class every day. I will ask several questions during the class period. A correct response is worth 1 point. An incorrect response is worth 0.5 points. I will take the final possible point total and adjust it by 15% to take into account missed classes or missed questions. There are no excused absences unless it is a several day absence with a medical excuse. The final point total will be 10% of the class grade. For example, if we accumulate 188 clicker points total. I drop that 15% so that 159.8 is a perfect score. Anyone over 159.8 does not get extra points. If you had 148 points that is $148/159.8 = 0.93 \times 10$ points = 9.3% for your clicker part of the final grade. Register your clicker on our Black Board site.

Online discussion board

It is important that you be able to relate what we do in class to your life and the real world. To this end, I will set up an online discussion board where you can comment on posts pertaining to the chapter. I expect thoughtful, logical, respectful postings. Your full participation in the discussion boards is worth 5% of your class grade.

Homework

Doing well in this class require you to practice. An Olympic athlete does not look at the pool a few times before diving in for a competition swim meet. An athlete must train to be good. You need to practice biology to do well on exams. You will complete online homework assignments on our BlackBoard website. There are 2 types of assignments. First, you will have a "Pre-lecture" assignment due for each chapter. Read the text book first to become familiar with the material. Then answer 5 questions pertaining to that chapter. This gets you familiar with the material so that you are prepared for lecture. Second, "Pre-exam" homework is due before each exam (except the final). Study for your exam first before starting the assignment. You will answer 10 questions that are similar to the in class exam questions. This will help you decide if you are prepared for the exam or not. Homework is worth 10% of your total grade.

Regular Exams:

4 multiple choice regular exams will be given. These exams are 50 multiple choice questions each worth 2 points. They will not be comprehensive. Exams end at the end of the class period. If you arrive late, the exam is still due at the end of the class period. If you come in after the first person has left the exam, you will take the essay exam at a later time.

Exams taken at any time other than your regularly scheduled class time (early or late) are in essay format. Ten (10) essay questions will cover the same material as the exam. Contact your instructor to set up a time and place for an essay exam.

4 exams x 100 points each = 400 points = 75% of class grade

Final Exam:

The final exam is optional. If you are satisfied with your grade, you do not need to take the final. If you want to improve your grade, you may take the final. The final will consist of 100 multiple choice questions covering the entire semester. Each question is worth 1 point. The final will replace the lowest of the 4 regular semester exams. If the final is lower than one of your 4 in class exams, it will not count against you.

Clickers	10%
Discussion Board	5%
Homework	10%
Regular exams	75%
	100%

Academic dishonesty:

Academic dishonesty is a serious topic at the University of Toledo. The department policy on academic dishonesty is attached to the end of this syllabus.

Final grades will be determined based on the following scale.

Grade	% Correct
A	90-100
A-	87-89
B+	83-86
B	79-82
B-	75-78
C+	71-74

Grade	% Correct
C	70-67
C-	66-63
D+	62-59
D	58-55
D-	54-51
F	50-0

Other notes:

If you stop coming to class, you will receive an F unless you

- Drop the class by August 31st
- Withdraw from the class at the registrar's office by October 26th

The grade of **Incomplete (IN)** is assigned only in extraordinary cases when unexpected conditions prevent the student from completing the requirements of the course within the term of enrollment. In order to receive an IN you must be passing the course and make arrangements with me to complete your work.

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Session	Chapter	Homework	
August 21	1	Chapter 1: Pre-lecture due Aug 24 11am	
August 23	2	Chapter 2: Pre-lecture due Aug 24 11am	
August 28	3	Chapter 3: Pre-lecture due Aug 28 11am	
August 30	4	Chapter 4: Pre-lecture due Aug 30 11am	Aug 31 – Drop deadline
September 4	5	Chapter 5: Pre-lecture due Sep 4 11am	Register clicker by Sept 4
September 6	6	Chapter 6: Pre-lecture due Sep 6 11am	
September 11	Exam 1 (1-6)	Pre-Exam 1 due Sep 11 11am	
September 13	7	Chapter 7: Pre-lecture due Sep 13 11am	
September 18	8	Chapter 8: Pre-lecture due Sep 18 11am	
September 20	9	Chapter 9: Pre-lecture due Sep 20 11am	
September 25	10	Chapter 10: Pre-lecture due Sep 25 11am	
September 27	12	Chapter 12: Pre-lecture due Sep 27 11am	
October 2	No class – Fall Break		
October 4	13	Chapter 13: Pre-lecture due Oct 4 11am	
October 9	Exam 2 (7-13)	Pre-Exam 2 due Oct 9 11am	
October 11	14	Chapter 14: Pre-lecture due Oct 11 11am	
October 16	15	Chapter 15: Pre-lecture due Oct 16 11am	
October 18	16	Chapter 16: Pre-lecture due Oct 18 11am	
October 23	17	Chapter 17: Pre-lecture due Oct 23 11am	Oct 26– withdrawal deadline
October 25	23	Chapter 23: Pre-lecture due Oct 25 11am	
October 30	24	Chapter 24: Pre-lecture due Oct 30 11am	
November 1	25	Chapter 25: Pre-lecture due Nov 1 11am	
November 6	Exam 3 (14-17, 23-25)	Pre-Exam 3 due Nov 6 11am	
November 8	26	Chapter 26: Pre-lecture due Nov 8 11am	
November 13	27	Chapter 27: Pre-lecture due Nov 13 11am	
November 15	28	Chapter 28: Pre-lecture due Nov 15 11am	
November 20	29	Chapter 29: Pre-lecture due Nov 20 11am	
November 22	No Class – Thanksgiving Holiday		
November 27	30	Chapter 30: Pre-lecture due Nov 27 11am	
November 29	18	Chapter 18: Pre-lecture due Nov 29 11am	
December 4	19	Chapter 19: Pre-lecture due Dec 4 11am	
December 6	Exam 4 (26-30, 18-20)	Pre-Exam 4 due Dec 6 11am	

FINAL EXAM Thursday December 13 from 10:15a-12:15p
(no pre-exam homework for final exam)

Policy Statement on Academic Dishonesty

Academic dishonesty will not be tolerated. Among the aims of education are the acquisition of knowledge and development of the skills necessary for success in any profession. Activities inconsistent with these aims will not be permitted. Students are responsible for knowing what constitutes academic dishonesty. If students are uncertain about what constitutes plagiarism or cheating they should seek the instructor's advice. Examples of academic dishonesty include, but are not limited to:

- Plagiarizing or representing the words, ideas or information of another person as one's own and not offering proper documentation;
- Giving or receiving, prior to an examination, any unauthorized information concerning the content of that examination;
- Referring to or displaying any unauthorized materials inside or outside of the examination room during the course of an examination;
- Communicating during an examination in any manner with any unauthorized person concerning the examination or any part of it;
- Giving or receiving substantive aid during the course of an examination;
- Commencing an examination before the stipulated time or continuing to work on an examination after the announced conclusion of the examination period;
- Taking, converting, concealing, defacing, damaging or destroying any property related to the preparation or completion of assignments, research or examination;
- Submitting the same written work to fulfill the requirements for more than one course.

While academic integrity is particularly the responsibility of the student, the faculty members also have a responsibility. Assignments and tests should be constructed and proctored so as to discourage academic dishonesty. Faculty members are expected to inform their students explicitly as to what materials and procedures are authorized for use in the preparation of assignments or in examinations (e.g., the use of calculator, computer, text materials, etc.). Should cases of academic dishonesty be found among students, the instructor may choose to counsel the student, or the following sanctions may be imposed:

- The student may be assigned an F for the work in question.
- The student may be assigned an F for the course. In this case the instructor should inform the Dean and the student of this action. The Dean will make certain that the student receives the F grade and is not permitted to withdraw from the course.
- The student may be placed on probation or suspended for some definite period of time, dismissed or expelled by the Dean if either the seriousness of the offense or a record of repeated offenses warrants it. A notation that such a sanction has been imposed will be made part of the student's permanent record. It is expected that the Dean will consult with the instructor and the student in making such a judgment, and that the Dean will notify the student of the sanction imposed and of the appeals procedure.

A student found to be academically dishonest by a faculty member may appeal according to procedures approved by the respective colleges. The procedures for making a final appeal to the Student Grievance Committee may be found in the Student Handbook.