

GENERAL INFORMATION

PROFESSOR INFORMATION



Instructor: Camila Granados-Cifuentes
Phone: (305) 348-7531
Office: OE-224
Office Hours: By Appointment
E-mail: camgrana@fiu.edu

Please email me through the message service of Canvas and use a few, descriptive words in the subject line (for example, "Sapling not loading"). I will only read emails sent to my email if you cannot access Canvas and that's your issue. Otherwise, use only the message service of Canvas.

While Internet allows us to send messages instantaneously, we are not always able to access our email in a similar fashion. My guarantee to you is that I will respond to you within 24-48 hours as long as it is send between 8am-5pm EST and excluding weekends. Emails sent after 5pm EST, before 8am EST, during weekends, U.S. holidays, or when the university is closed will not be responded. If you don't hear back from me, please feel free to send a follow up email, again during 8am-5pm EST business days and when the university is open.

Please use best practices when communicating with me. Please remember you are contacting a professor. Therefore, courtesy matters even more. Please address your message by a courteous greeting, such as "Dear Dr. Granados-Cifuentes" or "Good morning, Professor Granados-Cifuentes". I will not reply to your email(s) if you fail to include a courteous greeting in it.

Last, but certainly not least, do not forget using the two kindest phrases in English: "please" and "thank you"

COURSE DESCRIPTION AND PURPOSE

This course is divided into five core concepts, following the Genetics Society of America list of core concepts and competencies for undergraduate level Genetics courses:

- Nature of Genetic Material
- Gene Expression and Regulation
- Transmission/Patterns of Inheritance
- Mutations and Cancer Genetics
- Methods and Tools in Genetics

COURSE OBJECTIVES

The course has the goal of providing a strong foundation for examining, analyzing, and addressing genetics. Based on the Genetics Society of America core concepts and competencies, the course has the following learning outcomes:

1. You will be able to identify the molecular components and mechanisms necessary to preserve to copy and duplicate a genome.
2. You will be able to explain the mechanisms by which an organism's genome is passed to the next generation.
3. You will be able to discuss Mendel's principles of inheritance and apply them to problems of inheritance.
4. You will be able to interpret pedigrees and distinguish between dominant, recessive, autosomal, X-linked, and cytoplasmic modes of inheritance.
5. You will be able to explain how gene expression can be altered, including without change in the DNA sequence.
6. You will be able to identify the different types of gene mutations and DNA repair mechanisms.
7. You will be able to distinguish the different technological advances used in the field of genetics.

COURSE AWARDS

IMPORTANT INFORMATION

POLICIES

Please review the [FIU's Policies](#) webpage. The policies webpage contains essential information regarding guidelines relevant to all courses at FIU, as well as additional information about acceptable netiquette for online courses.

As a member of the FIU community you are expected to be knowledgeable about the behavioral expectations set forth in the [FIU Student Code of Conduct](#).

I will only fill out evaluation forms or write recommendation letter to students who assisted or are assisting me as LA or PLTL.

I attempt to provide excellent instruction in a manner that is fair to all students. However, if you believe that you have not been dealt with fairly or that instruction has been inadequate, procedures exist for handling grievances:

- First, speak with me!! Perhaps I am unaware that a problem exists. Speaking with me may provide a satisfactory explanation to resolve the problem or make adjustments to accommodate special needs.
- Second, if the problem is not or cannot be resolved with me, speak with the department head or chair person.
- Finally, if the problem still cannot be resolved, speak with the Dean of Students.

Academic Misconduct policies and procedures will be strictly enforced regarding cheating (read below). Anyone caught cheating in any way, shape, or form will be given an "F" for the whole course and a petition will be sent to Academic Affairs. NO EXCEPTIONS.

TECHNICAL REQUIREMENTS AND SKILLS

Please set aside a little bit of time these first days of the semester to familiarize with the organization of the course in Canvas and McGraw-Hill Connect.

One of the greatest barriers to taking an online course is a lack of basic computer literacy. By computer literacy we mean being able to manage and organize computer files efficiently, and learning to use your computer's operating system and software quickly and easily. Keep in mind that this is not a computer literacy course; but students enrolled in online courses are expected to have moderate proficiency using a computer. Please go to the "[What's Required](#)" webpage to find out more information on this subject.

Please visit our [Technical Requirements](#) webpage for additional information.

ACCESSIBILITY AND ACCOMMODATION

The Disability Resource Center collaborates with students, faculty, staff, and community members to create diverse learning environments that are usable, equitable, inclusive and sustainable. The DRC provides FIU students with disabilities the necessary support to successfully complete their education and participate in activities available to all students. If you have a diagnosed disability and plan to utilize academic accommodations, please contact the Center at 305-348-3532 or visit them at the Graham Center GC 190.

Please visit our [ADA Compliance](#) webpage for information about accessibility involving the tools used in this course.

Please visit the LMS Accessibility webpage for more information:

- [Canvas](#)

For additional assistance please contact FIU's [Disability Resource Center](#).

ACADEMIC MISCONDUCT STATEMENT

Florida International University is a community dedicated to generating and imparting knowledge through excellent teaching and research, the rigorous and respectful exchange of ideas and community service. All students should respect the right of others to have an equitable opportunity to learn and honestly to demonstrate the quality of their learning. Therefore, all students are expected to adhere to a standard of academic conduct, which demonstrates respect for themselves, their fellow students, and the educational mission of the University. All students are deemed by the University to understand that if they are found responsible for academic misconduct, they will be subject to the Academic Misconduct procedures and sanctions, as outlined in the Student Handbook.

Academic Misconduct includes: **Cheating** – The unauthorized use of books, notes, aids, electronic sources; or assistance from another person with respect to examinations, course assignments, field service reports, class recitations; or the unauthorized possession of examination papers or course materials, whether originally authorized or not. **Plagiarism** – The use and appropriation of another's work without any indication of the source and the representation of such work as the student's own. Any student who fails to give credit for ideas, expressions or materials taken from another source, including internet sources, is responsible for plagiarism.

Learn more about the [academic integrity policies and procedures](#) as well as [student resources](#) that can help you prepare for a successful semester.

COURSE PREREQUISITES

BSC2010

PROCTORED EXAM POLICY

Proctored Exam Policy



Genetics: A Conceptual Approach

Benjamin A. Pierce
W. H. Freeman, 6 ed, 2016

ISBN-10
ISBN-13

You may want to purchase the publisher’s bundle of the ebook + Sapling Learning for \$99.
You may purchase your textbook online at the [FIU Bookstore](#).

You need to have access to Macmillan Sapling Learning online platform.

*Additional readings may include scientific articles that will be posted on Canvas in PDF format. These resources will be testable material on exams!

EXPECTATIONS OF THIS COURSE

This is an online course, which means most (if not all) of the course work will be conducted online. Expectations for performance in an online course are the same for a traditional course. In fact, online courses require a degree of self-motivation, self-discipline, and technology skills which can make these courses more demanding for some students.

It is crucial that you follow along the schedule. My recommendation is that you take a moment right now to save the activities and deadlines in your calendar. Go ahead. I’ll wait... Good, now that that’s been taken care of, let’s continue.

Expectations students can have for instructor: I grade assignments within a week of submission. You will be able to see your grade and feedback. I will be accessing Canvas frequently, so you can expect to “see” me online as well. However, I reduce my online access, grading, replying emails, etc. over the weekend. I also follow FIU’s academic calendar. Therefore, I restrict my access online when the university is closed and during holidays.

COURSE DETAIL

COURSE COMMUNICATION

If you are having an issue with a topic, I strongly encourage you to share it through the Discussion board. Perhaps that might be a fellow classmate with the same question. And what’s better, you might be the classmate that understands the topic and will be able explain it to the rest of the class. Or perhaps you found an amazing resource that helped you and you want to share it with the rest of the group. The discussion board will be the place to go.

If you need to communicate directly with me, please send me a message through the message service of Canvas. Please **DO NOT** send me an email.

DISCUSSION FORUMS

Keep in mind that your discussion forum postings will likely be seen by other members of the course. Care should be taken when determining what to post.

ASSESSMENTS

In order to mitigate any issues with your computer and online assessments, it is very important that you take the "Practice Quiz" from each computer you will be using to take your graded quizzes and exams. It is your responsibility to make sure your computer meets the minimum [hardware requirements](#).

Assessments in this course are not compatible with mobile devices and should not be taken through a mobile phone or a tablet. If you need further assistance, please contact [FIU Online Support Services](#).

ASSIGNMENTS

PowerPoint presentations, videos, and/or other material is available on Canvas per module, which is organized by week. Additional readings required for a particular week will also be available there.

Complementary resources will be available in each week under the headline "Complementary resources for this week".

This course is designed to be completed in a sequential order. Although the content will be available from the beginning of the semester, I encourage you to follow it in order as the content from the previous week(s) will be useful for the next week.

Assignments for this course are divided in two days throughout the week. The first set of assignments will help you become familiar and understand the basics of the content of the week. The second set of assignments includes additional guided videos and more challenging exercises. They include more analysis and synthesis of the topics than the previous set of assignments.

The first set of assignments are called **Learning Curve** and **Pre-Quizzes** on *Sapling*. They are due **Thursdays end of the day (11:55 pm) EST** as specified in the schedule.

The second set of assignments are called **Resources** and **Homework** assignments on *Sapling*. They are due **Sundays, end of the day (11:55 pm) EST** as.

Exams will be delivered on Canvas on the corresponding date. You will have until **the end of the day (11:55 pm) EST** of the corresponding date to submit your exam. Exam will be available the entire day, but you will have a time limit of 60 minutes once you begin. You will be taking the exams using HonorLock. Please make sure you take the Practice Quiz with HonorLock so that you become familiar with the system. You must complete this Practice Quiz before taking the first exam. ALL exams are CUMULATIVE.

Late submissions of any assignment or assessment will result in a grade of zero (0) – absolutely no extensions and no excuses!

ADOBE CONNECT PRO MEETING

We will be using Adobe Connect Pro Meeting for office hours.

GRADING

The table below shows the activity types contained within this course and the assigned percentage to determine the final course grade.

Course Requirements	Number of Items	Points for Each	Total Points Available	Weight
Learning Curve on Sapling	11	20	220	10%
Pre-Quizzes on Sapling	11	20	220	10%
Homework on Sapling	11	25	275	15%
Resources on Sapling	10	20	200	5%
Exams	4	100	400	60%
Total		N/A	1000	100%

There is no make up for missed assignments. There are no make-up exams.

Letter grades are on a 10-point scale (Except for an "A" grade, NO pluses/minuses, or incompletes). I do not curve. Grades are not negotiable. I do not round up or down! Here's the breakdown:

Letter	Range (%)	Letter	Range (%)	Letter	Range (%)
A	95 or above	B	80 - 89	D	60 - 69
A-	90 - 94	C	70 - 79	F	59 or less

Note: These ranges are subject to change.

COURSE CALENDAR

WEEKLY SCHEDULE

Summer C 2018	Tasks
	Syllabus
	Chapter 3: Basic Principles of Heredity
Week 1 May 7-13	Sapling Learning assignments due on Thursday, May 10: <ul style="list-style-type: none"> Learning Curve Ch3 Pre-quiz Ch3
	Sapling Learning assignments due on Monday, May 14: <ul style="list-style-type: none"> Homework Ch3 Resources Ch3
Week 2 May 14-20	Chapter 4: Sex Determination and Sex-Linked Characteristics
May 14 Add/Drop Deadline	Sapling Learning assignments due on Thursday, May 17: <ul style="list-style-type: none"> Learning Curve Ch4 Pre-quiz Ch4
	Sapling Learning assignments due on Monday, May 21: <ul style="list-style-type: none"> Homework Ch4 Resources Ch4
Week 3 May 21-27	

EXAM 1 – WEDNESDAY, MAY 23: covers up to May 21

Chapter 5: Extensions and Modifications of Basic Principles

Sapling Learning assignments due on Thursday, May 24:

- Learning Curve Ch5
- Pre-quiz Ch5

Week 4

May 28 - June 3

May 28 Memorial Day University
Closed

Sapling Learning assignments due on **TUESDAY, May 29** (change of day because of Memorial Day):

- Homework Ch5
- Resources Ch5

Chapter 6: Pedigree Analysis, Applications, and Genetic Testing

Sapling Learning assignments due on Thursday, May 31:

- Learning Curve Ch6
- Pre-quiz Ch6

Sapling Learning assignments due on Monday, June 4:

- Homework Ch6
- Resources Ch6

EXAM 2 – WEDNESDAY, JUNE 6: covers up to June 4

Week 5

June 4-10

Chapter 12: DNA Replication and Recombination

Sapling Learning assignments due on Thursday, June 7:

- Learning Curve Ch12
- Pre-quiz Ch12

Sapling Learning assignments due on Monday, June 11:

- Homework Ch12
- Resources Ch12

Week 6

June 11-17

Chapter 13: Transcription

Sapling Learning assignments due on Thursday, June 14:

- Learning Curve Ch13
- Pre-quiz Ch13

Sapling Learning assignments due on Monday, June 18:

Week 7

June 18-24

- Homework Ch13
- Resources Ch13

Chapter 15: The Genetic Code and Translation (up to p448)

Sapling Learning assignments due on Thursday, June 21:

- Learning Curve Ch15
- Pre-quiz Ch15

Sapling Learning assignments due on Monday, June 25:

- Homework Ch15
- Resources Ch15

Week 8

June 25 - July 1

June 25 Last day to drop with DR/WI

EXAM 3 – WEDNESDAY, JUNE 27: covers up to June 25

Chapter 16: Gene Expression Regulation in Bacteria

Sapling Learning assignments due on Thursday, June 28:

- Learning Curve Ch16
- Pre-quiz Ch16

Sapling Learning assignments due on Monday, July 2:

- Homework Ch16
- Resources Ch16

Week 9

July 2-8

July 4th - Independence Day University
Closed

Chapter 17: Gene Expression Regulation in Eukaryotes

Sapling Learning assignments due on Thursday, July 5:

- Learning Curve Ch17
- Pre-quiz Ch17

Sapling Learning assignments due on Monday, July 9:

- Homework Ch17
- Resources Ch17

Week 10

July 9-15

Chapter 21: Epigenetics

Sapling Learning assignments due on Thursday, July 12:

- Learning Curve Ch21
- Pre-quiz Ch21

Sapling Learning assignments due on Monday, July 16:

- Homework Ch21

Week 11

July 16-22

Chapter 18: Gene Mutations and DNA Repair

Sapling Learning assignments due on Thursday, July 19:

- Learning Curve Ch18
- Pre-quiz Ch18

Sapling Learning assignments due on Monday, July 23:

Week 12
July 23 - July 27

- Homework Ch18
- Resources Ch18

EXAM 4 – WEDNESDAY, JULY 25: covers up to July 23

Good luck in your course

**** I reserve the right to modify this syllabus as needed**