

PCB 3063L Genetics Laboratory Syllabus: Summer 2018

TA Name: _____
Section # _____
Office Hours: _____
Room # _____
E-mail: _____

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*****Syllabus subject to change*****

Course Description: This course is the laboratory component for the Genetics lecture (PCB 3063). In many ways this lab will be very similar to many labs you have taken before, for example, there will be quizzes, we will perform experiments, etc. However, you will notice some important differences from labs you may have taken previously. Experiments conducted in this class will require your thoughtful attention, relevant insights and eager participation to be successful. In addition, your ability to express scientific ideas clearly and concisely as well as your understanding of the lab material will be evaluated via writing assignments.

At the end of this course you will be able to clearly identify a scientific question, form a hypothesis, articulate a method for investigating this problem, and clearly communicate these things in an acceptable scientific format. You will also have an understanding of how molecular techniques and proper experimental design can be applied to solve problems in genetics.

Your classroom responsibilities: This lab requires group interaction, communication and problem-solving skills. You are expected to engage your peers and your TA as to any difficulties you may have as well as ideas that you think might be beneficial to the class discussion. Many of these labs will depend on your maturity and willingness to be successful. In order to have a cordial and dynamic classroom atmosphere, we ask that the following rules be strictly adhered to.

- **Punctuality is essential.** All experiments will require that the class begins as a group. Please be aware that five minutes late is still LATE! It is important for your professional development that you learn to be consistently punctual for your engagements. Quizzes will be given at the beginning of class and a tardy arrival will mean that you cannot take the quiz-NO exceptions!
- **Attendance is mandatory.** The structure of lab does NOT allow for make-up labs.
***In certain cases (i.e. religious holidays), it is possible to make-up a lab only if you notify your TA and Head TA a week in advance. You must have approval from the section TA and the Super TA in order to make-up a lab.
***An absence may be considered excused in cases including a death in your immediate family or an extreme illness. In all cases, proof is required (i.e. doctor's note with date and time stamp) as is approval from the Super TA for an absence to be considered excused and for the lab to be made-up. In addition to showing proof, in order to have an absence excused you must contact your TA no later than 24 hours after your class start time (preferably before).
***In cases where advance notice is known, advance notice must be given to allow for an excused absence (at least a week in advance).
***You may only make-up on the campus (i.e. MMC or BBC) that you are enrolled in.
- **Proper dress code is mandatory.** Proper attire means that everyone should have a lab coat and close-toed shoes. If you are in violation of any of these you will not be allowed in to take the lab and you will be considered absent for the class. Ensure you have all of the above items BEFORE the start of the semester so as to avoid any conflicts.

- **If your TA has not arrived within 15 minutes of the class start time:** Please contact the Biology Stockroom by calling the number on the door, or reach out to your Head TA
- **Cellphone use is prohibited.** During the hours of lab, your cell phone is to remain completely off or silent (not vibrate!). Please do not attempt to check email, missed calls, text messages or any of the functions of your cell phone during class time. **Regardless of what we're doing during the hours of class, consider your cell phone off limits.**
- **Plagiarism is a serious offense.** Plagiarism is a serious offense and WILL be punished at the very least with a zero for the assignment, but can also lead to your dismissal from the university. For a description of plagiarism in all its different forms please go to <http://coeweb.fiu.edu/plagiarism/>.
- **Lab reports/Presentations.** Lab reports and presentations are due on the assigned date. ****You cannot pass this laboratory without completing all writing assignments and presentations**** Your TA will go over in detail what your lab report should look like. You should have some experience with this from your previous biology courses. Your lab report will be graded both for its intellectual content and grammar. Please see your TA if you need additional assistance with writing. Note: You must be present on the day of the PTC experiment in order to write the PTC Lab Report.
- **Grades:** It is your responsibility to keep track of your progress in the course. Grades are not posted. Late assignments are penalized 10% per day.

Grading

Scale:

A 100-94 A- 93-90 B+ 89-87 B 86-83 B- 82-80 C+ 79-77 C 76-70 D 69-60 F <60

F0 – failing grade based on non-attendance IN – incomplete with approval from Instructor of Record

Distribution:

15% Quizzes: Quizzes will be conducted at the beginning of each class and will also be used to verify attendance. Late arrivals will not be permitted to take the quiz.

5% Participation: Your participation in class discussions and within your group will contribute to this grade.

10% Lab assignments: This refers to answering the questions in “To the Bitter End” and “TRC Assignment”. These will be due as noted on the schedule.

25% Lab report/Writing assignments: The two writing assignments are the PTC lab proposal and the PTC Lab Report. The PTC lab proposal is worth 5% of the overall grade while the PTC Lab report is worth 20% of the overall grade. These will be due as noted on the schedule. See “How to Type a Lab Report” for more information or visit <http://casgroup.fiu.edu/writingcenter/> for help.

5% Presentations: In addition to writing, communication of experiment findings is also completed through presentations. Your group will prepare and present the findings of your experiment to the rest of the class. This is due as noted on the schedule.

5% Lab notebook: To write effective reports it is important to properly document your laboratory activities. This notebook should also include a copy of the class schedule, task sheets, a syllabus and any other pertinent lab information. The labs should be in chronological order and placed in a three-ring binder. The lab notebook will be collected at the midterm exam and again at the final exam.

15% Midterm Exam

20% Final Exam

Writing Center Help: Scheduling an appointment and going to the Writing Center to get help on your PTC Lab Report is worth 3 points on your final grade. In order to get the credit, you need to have time and date stamped on your report.

Completion of the pre-survey and post-survey is worth 2 points on your final grade.

Academic Misconduct:

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 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: Full handbook and information can be found at:

<http://www.fiu.edu/~oabp/misconductweb/lacmisconductproc.htm>

DEFINITION OF ACADEMIC MISCONDUCT: Academic Misconduct is defined as the following intentional acts or omissions committed by any FIU student:

1.01 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. Any student helping another cheat may be found guilty of academic misconduct.

1.02 Plagiarism: The deliberate 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 guilty of plagiarism. Any student helping another to plagiarize may be found guilty of academic misconduct.

1.08 Academic Dishonesty: In general, by any act or omission not specifically mentioned above and which is outside the customary scope of preparing and completing academic assignments and/or contrary to the above stated policies concerning academic integrity.

If found cheating, YOU WILL RECEIVE AN “F” FOR THE CLASS, NO EXCEPTIONS.

TURN-IT-IN plagiarism software will be used to check all written reports for plagiarism. If plagiarism is found to exist, YOU WILL RECEIVE AN “F”, NO EXCEPTIONS.

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By signing the PCB 3063L Syllabus form, I, _____, state that I have read this form and understand the expectations for the course. I will wear closed-toe shoes and my lab coat in the lab. I will be on time to class. I agree to keep my academic integrity intact and I will not cheat or plagiarize.

Printed Name

Signature

Date

Keep this signed form in your lab notebook.