

BIOL 1011.03
PRINCIPLES OF BIOLOGY PART II

COURSE INFORMATION

Course Co-ordinator: Gillian Gass
Lab Co-ordinators: Todd Bishop and Gillian Gass
OWL site: My.Dal portal

WELCOME TO BIOL 1011.03

This booklet provides information on the structure and scheduling of BIOL 1011. It includes the names, phone numbers and e-mail addresses of the professors who lecture in the course, and the laboratory co-ordinators who are responsible for organizing and running the laboratories. You will also find information on exams and lecture schedules, as well as some handy tips on where to get help with time management and writing multiple choice exams. At the end of the booklet you will find a section of frequently asked questions. We recommend that you read the entire booklet and keep it as a resource throughout the term.

In BIOL 1011, you'll learn about the structure and function of organisms belonging to two major groups: plants (Unit I) and animals (Unit II). As well, you'll learn about ecology (Unit III): how organisms interact with one another and with the world around them.

Biology 1011 is an exciting and challenging course, with a large, friendly group of professors, instructors and teaching assistants (TAs) ready to help you get the most from your studies. We encourage you to talk to us if you have any concerns.

All the best for a successful and enjoyable term.

Faculty Contact Information

| Professors | Office | Telephone | E-mail | Unit |
|-------------------|----------|-----------|----------------------|----------------|
| Dr. Mark Johnston | LSC 7132 | 494-8005 | mark.johnston@dal.ca | Plant Biology |
| Dr. Marty Leonard | LSC 4060 | 494-2158 | marty.leonard@dal.ca | Animal Biology |
| Dr. Sandra Walde | LSC 3132 | 494-6432 | sandra.walde@dal.ca | Ecology |

Lab Co-ordinators (Course Co-ordinator*)

| | | | |
|-------------------|----------|----------|---------------------|
| Todd Bishop | LSC 2089 | 494-1696 | todd.bishop@dal.ca |
| Dr. Gillian Gass* | LSC 809 | 494-8445 | gillian.gass@dal.ca |

If you need to contact one of the professors you can usually speak to them immediately after a lecture. You may also drop by their office, although an appointment may be necessary if you need time for an extended discussion. Often the best bet is to contact them by phone or e-mail and arrange a time to meet. The best way to contact the lab co-ordinators is to look around the lab area when the labs are in session, drop by their offices or send an e-mail.

Lectures

Lectures are 80 minutes long and are given on Tuesdays and Thursdays throughout the term. Generally, each professor will give seven lectures and a review class (see schedule). It is very important for you to attend lectures and take careful and detailed notes on the material. Attendance is important, not only because it will help you to better understand course content, but also because the material provided in the lecture will form the basis of exams. If you are uncertain about the information you receive in lecture or about assigned readings, you should contact the professor teaching the unit as soon as possible.

Review Classes

Professors will generally offer a review class before exams (see schedule). These sessions are not lectures, but rather an opportunity for you to ask the professor questions about the lecture material. The sessions are most effective if you have reviewed the material and come to class prepared to ask questions.

Laboratories

Labs are two hours long and, with a few exceptions, are held each week. You must attend the lab in your scheduled room and time slot. There are quizzes and assignments to be completed throughout the term, as well as a lab exam at the end of term. During the first week of term, you will need to purchase a lab manual, which contains the lab assignments as well as more information about lab policies and scheduling.

Biology 1011 OWL

The OWL site is accessible through the my.dal portal: to log on, use your university e-mail username as your username, and enter your password). This site provides lecture slides and information, pre-lab quizzes, marks for labs and exams, and important announcements for the course. You should check the OWL site often.

Textbook

The textbook for this course is Reece et al., *Campbell Biology*, Dalhousie edition, Pearson Benjamin Cummings (2011), and is available at the University Bookstore. We will also have a few copies of the text on reserve at the library. The previous (8th) edition of this textbook is also appropriate for use in this course. Page numbers for assigned readings may differ slightly between the two editions; your professors will be providing page numbers for both editions.

Evaluation

The exams in this course are multiple choice format and will evaluate several skills, including memorization, comprehension, application and analysis of information. Success in the course requires that you both understand and remember the class material. Most professors will provide sample questions, and practice questions are available at the end of each chapter in the textbook. Student Services also offers workshops on how to write multiple choice exams (see "Study Skills" section below for contact information), and Jennifer Gauthier, the Life Sciences coach for Studying for Success, is available to meet with students to discuss study habits and strategies.

Of the 100 marks available, 66 are allotted to the lecture component and 34 to the lab component as follows:

| | |
|--|------------|
| Midterm | 22% |
| Final Exam (April, scheduled by the Registrar) | 44% |
| Laboratory (Ongoing during term*) | <u>34%</u> |
| | 100% |

** The distribution of lab marks is described in the lab manual, which will be available for purchase during the first week of classes (schedule to be announced). LABS BEGIN Monday January 9th!*

The midterm will cover the lecture material from the Plant Biology Unit, and the Final Exam will cover the Animal Biology and Ecology Units. The date, time and location of the Final Exam will be arranged by the Registrar's Office and announced later in the term. You should not make work or travel plans until you know your exam schedule. **Missing the exam because of travel conflicts will not be considered a legitimate reason for writing a make-up exam. Remember to bring your Student ID card to midterm and final exams.**

There are many reasons for not doing well in the course. The course co-ordinator would like to know about any difficulties that are affecting your studies, and will make every reasonable effort to accommodate your situation. It is always best to let us know of these difficulties sooner rather than later. So, if you are experiencing, for example, personal problems or an illness that affects your work, the earlier we know of these problems the more we can do to help you.

Make-up Examinations

Make-up exams will be held in one of the lab rooms about a week after the scheduled midterm or final exam. The exact date and time of make-up exams will be posted on the OWL site. Make-up exams are intended for students who miss a scheduled exam **because of illness or some other legitimate reason**. They are not available to students who do poorly on the regular examination and want to improve their mark.

Absences

It is the responsibility of students who are absent from lectures and lab to determine what was missed, including announcements of tests and other information. Absence from a lab requires a medical note to avoid losing marks (see Gillian or Todd). The following guidelines give specific information on the procedures to follow if you miss the midterm or final exam.

Procedures to follow if a midterm or final exam is missed:

A. A student who misses an examination because of illness must notify Gillian or Todd by phone or email or leave a message at the Main Biology Office (494-3515) on the day of the exam. They must also provide a medical certificate signed by their doctor on or before the day of the make-up exam.

B. A student who anticipates missing an exam, for medical reasons (e.g. scheduled day surgery) must notify Gillian or Todd at least one week in advance of the exam, and also provide a medical certificate signed by their doctor on or before the day of the makeup exam.

C. A student who is absent because of other exceptional circumstances must notify Gillian or Todd on or before the day of the make-up exam and be willing to produce appropriate documentation upon request. Alternate arrangements are at the course co-ordinator's discretion.

Midterm Viewing Session

About two weeks after the midterm exam, you will be given the opportunity to view your test and talk to the professor who set the exam questions. We **strongly** recommend that you take the opportunity to review your exam. The process helps you to identify where you went wrong, which, in turn, can help you improve your performance on the next test. Viewing exams is also a way to check your mark against the mark that is posted, and so ensure that it has been entered correctly into our database. If you cannot attend a viewing session please contact Gillian or Todd and make an appointment to view your exam.

Student Accessibility Services

Students with permanent or temporary disabilities who would like to discuss classroom or exam accommodations are asked to first contact Student Accessibility Services <http://studentaccessibility.dal.ca/index.php> (902) 494-2836, or access@dal.ca or to visit the Mark A. Hill Student Accessibility Centre, and then to contact the course co-ordinator as soon as possible when advised to do so by Student Accessibility Services.

Study Skills Program

Student Services offer a number of study skills programs designed to enhance study effectiveness and productivity. The program includes group workshops, as well as individual study skills tutoring or counselling. For more information, go to the link on the OWL site or <http://sfs.studentservices.dal.ca>, or contact the Life Sciences Study Coach, Jennifer Gauthier, at sfsls@dal.ca.

Intellectual Honesty

“A University should epitomize the quest for intellectual honesty. Failure to measure up to the quest for such a standard can involve either academic offenses at one end of the spectrum or substandard work warranting lowered or failing grades at the other. The seniority of the student

concerned, the presence of a dishonest intent, and other circumstances may all be relevant to the seriousness with which the matter is viewed.” (Dalhousie University Calendar)

It is extremely important that all students, particularly those beginning their university careers, understand the gravity of academic offenses, such as plagiarism, falsification of data or inadequate attribution. The Dalhousie University Calendar provides detailed information on the definition of these offenses and the associated penalties (see <http://plagiarism.dal.ca/>). You should read this section of the calendar carefully. Please feel free to ask any of the BIOL 1011 team for advice if you have concerns regarding the nature of these offenses. Remember — ignorance of the rules will not be considered an acceptable justification for committing an academic offense.

Guidelines for Letter-Grade Equivalents Mark (percent) Letter Grade

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|-----------|----|
| 90 – 100 | A+ |
| 85 - 89.9 | A |
| 80 - 84.9 | A- |
| 75 - 79.9 | B+ |
| 70 - 74.9 | B |
| 65 - 69.9 | B- |
| 62 - 64.9 | C+ |
| 58 – 61.9 | C |
| 55 - 57.9 | C- |
| 50 - 54.9 | D |
| Below 50 | F |

Please note: A grade of at least C- is required in Biology 1011 (and Biology 1010) for entry into second year biology classes. If you did not achieve a C- or greater, you may appeal to the Chair of the Curriculum Committee. Sorry, doing extra assignments to improve your grade is not an option.

| OUTLINE OF LECTURES | | | |
|--|--|---|------------------|
| Unit | Week | Topic | Professor |
| PLANT BIOLOGY | 1 | Introduction; Plants and the Colonization of Land | Johnston |
| | 2 | Major Groups of Land Plants; Plant Reproduction | |
| | 2 | Plant Reproduction, Structure, and Growth | |
| | 3 | Primary Growth, Secondary Growth, and Transport | |
| | 3 | Transport II; Photosynthesis | |
| | 4 | Photosynthesis II; Control Systems | |
| | 4 | Fungi | |
| | 5 | Plants Review Class | |
| ANIMAL BIOLOGY | Plant Biology Midterm Test IN CLASS | | Leonard |
| | 6 | Animal Form and Locomotion | |
| | 6 | Animal Nutrition | |
| | 7 | Circulation and Gas Exchange | |
| | 7 | The Immune System | |
| | Study Break | | |
| | 8 | Osmoregulation and Excretion | |
| | 8 | Hormones and the Endocrine System | |
| | 9 | Animal Development | |
| | ECOLOGY | 9 | |
| 10 | | Population Ecology II | |
| 10 | | Aquatic Biomes and Competition | |
| 11 | | Community Dynamics | |
| 11 | | Behavioural Ecology | |
| 12 | | Ecosystem Dynamics | |
| 12 | | Conservation Biology | |
| 13 | | Animal Biology and Ecology Review Class | |
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| LAB AND FINAL EXAM – Schedule to be announced. Final exam will be scheduled by Registrar. | | | |

FREQUENTLY ASKED QUESTIONS

1. I have questions about the lecture material. How do I get help?

You should contact the professor teaching the unit.

2. I'm not sure what material will be on the lecture exam. How do I get this information?

You should contact the professor teaching the lecture unit.

3. I have trouble with multiple choice exams. What should I do?

You may wish to attend the Study Skills Workshop on "Writing Exams" offered by Dalhousie Student Services (see <http://sfs.studentservices.dal.ca> or go to the link on the BIOL 101 OWL site). You should also review your midterm exam and see if there is a pattern to the mistakes you are making. Students sometimes find certain types of multiple choice questions more difficult than other types. By reviewing your exam, you can figure out whether you tend to get a particular type of question wrong more often than other types. If so, then you should make an effort to get as much practice as possible with that form of question (e.g. do questions at the end of text chapters; talk to the professor teaching the unit about providing sample questions; work with friends and create practice questions).

4. I'm having trouble accessing the OWL site. How do I get help?

You should contact Gillian or Todd and they will help you access the website.

5. I missed my lab this week. What should I do?

You should contact Gillian or Todd as soon as possible, so that you can make up the lab later the same week. If that isn't possible, then you must provide Gillian or Todd with a medical certificate or other valid documentation indicating why you missed the lab to avoid losing marks.

6. Even though I prepare for labs by reading them in advance and doing as much as possible before my lab time, I still find it hard to complete the labs on time. What should I do?

You should attend Practice Labs, held on Friday afternoons from 1:30-3:30 p.m. in lab room LSC 2100. During this time you can work on the upcoming week's lab with the assistance of TAs and instructors. In many cases, you can get a lot of your lab done in advance of your lab time.

7. I missed an exam because I was sick. What should I do about writing the make-up exam? Do I need a doctor's note?

You should contact Gillian or Todd about permission to write the make-up exam, as soon as possible. They will need a medical certificate signed by your doctor indicating the period during which you were ill.

8. My team is playing a game out of town the day of the midterm exam. What should I do about writing the make-up exam?

You should contact Gillian or Todd for permission to write the make-up exam. They will need a signed note from your coach to verify the reason for your absence.

9. I can't attend the exam review session because I have a class at that time. How do I arrange to see my exam?

You should contact Gillian or Todd to arrange another time.

10. I will need a copy of my BIOL 1011 marks before the course is over. How do I get my marks?

You can print out your mark from the OWL site or, if that is not acceptable, you may request a formal letter with your grades from Gillian or Todd.

11. I'm not doing very well in the course. Are there extra assignments that I can do to improve my mark?

Unfortunately, there are no "extra" assignments that you can do to improve your mark.

There are a range of assignments and tests during the term. It is important to take advantage of these opportunities and to do your best on each assignment.