BIOLOGY 1730
Principles of Biology I - Lab

Instructor
Name: Yasu Kitamura  Office Hours: M & R: 10:00 – 11:30 AM (and by appointment)
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Lab Manual & Supplies
Biology Laboratory Manual, 6th edition (customized), Vodopich and Moore

Attendance
Attendance in lab is mandatory. There are no make-up labs.

Grading
Check points (6 @ 5 pts) = 30
Lab Summaries (2 @ 25 pts) = 50
Exams (2 @ 10 pts) = 160
Total Possible Points = 320

Grading Assignments
Check points = 30 pts to 320 pts = A
Lab Summaries = 254 pts to 287 pts = B
Exams = 190 pts to 221 pts = D
Total Possible Points = 320

• Check points will be awarded throughout the semester for a total of 30 points. Students must be present and stay for the duration of the lab period to earn the points for that day.
• Students will write two lab summaries during the semester on select laboratory activities to be determined by the laboratory instructor.
• A 10-point quiz will be given during the first ten minutes of each lab period, for a total of 9 weekly quizzes. Material will include information from both the previous lab and the current lab. Questions will be a combination of short answer, fill in the blank and matching.
• There are no make-up quizzes; however, the lowest quiz grade will be dropped. NOTE: Arriving late to lab after the quiz has been administered OR leaving the lab after the quiz but before the lab is completed will automatically result in a grade of “ZERO” on the quiz.
• Two practical exams - a midterm and a final - will be administered during the semester. Exams are comprised of short answer, labeling / diagramming, fill-in-the-blank, and multiple choice questions. There are no make-ups for missed exams.* Exam grades will NOT be dropped.

Lab Rules
No food or drink is allowed in the lab.
Students are responsible for leaving their workstations clean and orderly.
A student may leave the lab only after checking out with his/her lab instructor.

Policy on Academic Misconduct
No cheating will be tolerated. Anyone suspected of or caught cheating (all forms) will receive a grade of zero for the quiz or exam and the matter will be turned over to the Dean of Students.

Policy on Disability Accommodations
The Department of Biological Sciences, in cooperation with the Office of Disability Accommodation, complies with Section 504 the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written request before the 12th class day so that the necessary arrangements may be made.

Students who will or have missed an exam for one of the following reasons should contact their laboratory instructor immediately:
• Participation in sponsored University activity (requires prior notice + presentation of authorized absence card from the Dean of Students Office);
• Observance of a religious holiday (must notify instructor in writing within the first 15 days of the semester); or
• Qualified medical excuse (documentation required; instructor must be contacted within three days of absence).

Lab Coordinator: Kimberly Piccolo, BB359, 940-565-4472, kpiccolo@unt.edu; Lab Prep: Katie Sprencel