

# BIOL 202

## General Biology

### Section EC

### Winter 2022

This syllabus is subject to change and any changes will be posted in the Announcements section of your eConcordia portal.

**Disclaimer:** In the event of extraordinary circumstances beyond the University's control, the content and/or evaluation scheme in this course is subject to change.

## About the Course

**Instructor: Dr. Madoka Gray-Mitsumune**

Office: SP-375.15 (Loyola); [madoka.gray-mitsumune@concordia.ca](mailto:madoka.gray-mitsumune@concordia.ca); Tel: 848-2424 ext. 4026

Zoom Office hour: Please check BIOL 202 Moodle course portal for schedule.

For all e-mail communications, please put "BIOL202" in the title and your name and student ID in the main text.

### Course Description

This introductory biology course is designed for **non-science students** with little or no background in biology. The course topics expand from molecules to cells and from cells to organisms. Although students will be introduced to a range of living organisms, a stronger focus will be placed on the biology of vertebrates. *Students enrolled in BSc programs may not take this course for credit.*

## **Course Material**

**Textbook:** “What is Life? A Guide to Biology with Physiology” 5<sup>th</sup> edition. by Jay Phelan, WH Freeman. E-textbook available via the eConcordia portal. There is no need for you to purchase the textbook on your own. The textbook cost is included in the eConcordia fee.

## **Course Website**

The course website can be accessed at [www.econcordia.com](http://www.econcordia.com). Your eConcordia account will be valid until the end of the term for which you are registered. Your account will allow you to access the online course material, which includes e-textbook, video lectures and online quizzes and for the duration of the term.

Please contact eConcordia help desk [helpdesk@econcordia.com](mailto:helpdesk@econcordia.com) if you have technical issues accessing the eConcordia course portal.

## **Moodle course portal**

The following aspects of this course are managed through the Moodle course portal. You can access BIOL 202 Moodle course portal via MyConcordia.

- Appointment booking with the instructor
- Responses to class activities
- Tutorial files
- Group project management
  - Group discussion forum
  - Group project submission

Please contact IITS [help@concordia.ca](mailto:help@concordia.ca) if you have technical issues accessing the Moodle course portal.

# Assessments

## Graded Assessments

	Date	%
Online quizzes	Every week	18
Class activity	Check Moodle	2
Group project, group activity	See schedule	20
Midterm exam (online proctored)	February 23rd 8:45 a.m. – 10:00 a.m.	20
Final exam (online proctored)	According to the examination office	40

## Description of Graded Assessments

### 1. Online quizzes (eConcordia)

Online quizzes are administered every week. The main purpose of the quiz is to give you an opportunity to review the course material and practice for exams. You can check the course materials (textbook, lectures, etc.) in order to answer questions. There is no time limit for the quizzes. However, quizzes are open for only one week. There are 13 quizzes in total.

### 2. Group project and group activity (Moodle)

Each group consists of about 6 students. You will create online collaborative work. Group projects are broken down into small steps so that you'll complete a small amount of work each week. Evaluation will be based on both group work (evaluated by other groups), individual work (evaluated by group members) and your participation in group activities.

### 3. Midterm exam (Lessons 1-6), February 23, 8:45 am – 10:00 am (COLE-Proctorio)

The final exam will be administered online using COLE with the Proctorio auto-proctoring system. Please read the information below on auto-proctored timed assessments.

### 4. Final exam (COLE-Proctorio)

The final exam will be administered online using COLE with the Proctorio auto-proctoring system. Please read the information below on auto-proctored timed assessments.

## Grades

Click on the My Grades link in your eConcordia portal to view your grades throughout the semester, It is your responsibility to ensure your work has been received (to be verified as outlined in your assignment instructions) and to contact your TA via e-mail for clarification if you have any questions concerning your grades. Your final letter grade for the course will be posted in your MyConcordia Portal at the end of the term.

## Mark Breakdowns

Letter Grade	Percentage (%)	Letter Grade	Percentage (%)
A+	90 to 100	C	64 to 66
A	85 to 89	C-	60 to 63
A-	80 to 84	D+	57 to 59
B+	77 to 79	D	54 to 56
B	74 to 76	D-	50 to 53
B-	70 to 73	F	Less than 50
C+	67 to 69		

# Auto-proctored timed assessments

- This course will be taught, and all assessments will be completely online. A midterm and/or a final online exam will be provided through the Concordia Online Exams (COLE) platform with online proctoring (also known as auto-proctoring). More information about the COLE system may be found at the [COLE website](#).
- Please note the following concerning online live proctored exams:
  - The exam will take place during the exam period at the designated date and time set by the professor (midterm) or the Exams office (final). All exam times will be set to Eastern Standard/Daylight Time.
  - Your image, voice and screen activity will be recorded throughout the duration of the exam.
  - You must show your Concordia University Identification card to validate your identity. Alternative government-issued photo identification will be accepted, though it is not recommended. Only identification in English or French will be accepted.
  - Any recording made will only be viewed by authorized university personnel (no external entity has the authorization to review the recording).
  - You will be responsible for ensuring appropriate, properly functioning technology (webcam, a microphone, appropriate browser and an ability to download any necessary software, as well as a reliable internet connection with a minimum of a 3G connection).
  - You should test the COLE-Proctorio system before the exam.
  - You will need a quiet place within which to take the exam. Earplugs may be used to allow you to focus for the duration of the exam. However, headphones connected to audio devices are prohibited.
- Students who are unable to write an exam because they are unable to meet the above conditions and requirements should drop the course. The drop deadline (DNE) for this course is January 19.
- Students who require additional accommodations for their exams due to a documented disability should contact the Access Centre for Students with Disabilities as soon as possible ([acsinfo@concordia.ca](mailto:acsinfo@concordia.ca)).
- If you face issues during the exam, you should inform your professor of those issues immediately. Chat supports are available during the exam within the COLE system.

## Zoom Meetings

We have several Zoom meetings throughout the term. Although live attendance is recommended, attendance is not mandatory. Recordings will be available later on.

Day	time	topic
Jan 10 <sup>th</sup> (Mon)	9:00-10:00	Course information, Q & A
January 24 (Mon)	9:00-10:00	Group project information
Feb 14 <sup>th</sup> (Mon)	9:00-10:00	COLE-Proctorio information
Feb 21 <sup>st</sup> (Mon)	9:00-11:30	Review tutorial for Midterm exam
Mar 28 <sup>th</sup> (Mon)	9:00-10:00	Genetics tutorial
TBD Few days before the final exam	TBD	Review tutorial for Final exam

Zoom meetings start at 9:00 to avoid schedule conflicts with other courses.

In addition, students should meet with group members to discuss group projects.

### Tutorial Companies

Please note that private tutorial companies, some of whom aggressively promote their services on and off-campus, are not authorized by Concordia University to distribute flyers on University premises and may not use Concordia University facilities to promote or provide their services on some flyers. Concordia University and its academic departments do not have any affiliation with these companies.

If you are interested in the University's approved tutoring services, ask your professor or consult the services listed in your course outline.

# Important Information

Topic	Link
Academic Integrity	<a href="#">Academic Integrity</a>
Educational Technology Guidelines	<a href="#">Concordia Educational Technology Guidelines for Faculty and Students (the "Guidelines")</a>
Access Centre for Students with Disabilities	<a href="#">ACSD</a>
Concordia Library Citation & Style Guides	<a href="#">How to cite...</a>
Course Communication Tools	<a href="#">Communication</a>
eConcordia Policies	<a href="#">Policies</a>
Final Exams Information	<a href="#">Final Exams</a>
Helpdesk/Support	<a href="#">FAQ</a>
Refunds	<a href="#">Refunds</a>
Technical Requirements	<a href="#">Technical Requirements</a>
Tips for Studying Online	<a href="#">Studying Tips</a>
Tips on how to reach online learning goals (learning modules)	<a href="#">How to Succeed @ eConcordia</a>

# Third-Party Software/Website

Here is an excerpt on **Concordia's policy on Educational software or services developed and owned by third parties**, including those linked to textbooks, in-class surveys, lecture capture, virtual classrooms, course assignments and quizzes. They can be invaluable tools for the development and teaching of courses.

## Third-Party software/websites that require personal information (name, email, student number, etc.):

Students are advised that external software and/or websites will be used in the course and students may be asked to submit or consent to the submission of personal information (for example, name and email) to register for an online service. Students are responsible for reading and deciding whether or not to agree to any applicable terms of use. Use of this software and service is voluntary. Students who do not consent to the use the software or service should identify themselves to the course instructor as soon as possible, and in all cases before the DNE deadline, to discuss alternate modes of participation.

## Third-party software/websites for work submission:

Students are advised that external software and/or websites will be used in the course and students may be asked to submit or consent to the submission of their work to an online service. Students are responsible for reading and deciding whether or not to agree to any applicable terms of use. Use of this software and service is voluntary. Students who do not consent to the use the software or service should identify themselves to the course instructor as soon as possible to discuss alternate modes of participation that do not require them to give copyright or the right to use their work to a third party.

By using the external software or websites, students agree to provide and share their work and certain personal information (where applicable) with the website/software provider. Students are advised that the University cannot guarantee the protection of intellectual property rights or personal information provided to any website or software company. Intellectual property and personal information held in foreign jurisdictions are subject to the laws of such jurisdictions.

## Third-party technology to record a course:

Note that, as a part of this course, some or all of the lectures and/or other activities in this course may be recorded. Recordings will be focused on the instructor and will normally exclude students. It is possible, however, that your participation may be recorded. If you wish to ensure that your image is not recorded, speak to your instructor as soon as possible.



Also, please note that you may not share recordings of your classes and that the instructor will only share class recordings for the purpose of course delivery and development. Any other sharing may be in violation of the law and applicable University policies, and may be subject to penalties.

# BIOL 202 - General Biology

## Agenda

### Winter 2022

All deadlines indicated are on the due date listed by 11:59 pm unless otherwise indicated.

Week 1: January 6 - January 9	
January 06	<b>Classes begin, winter term</b>
	Lesson 1: Overview of Biology and Introduction to Chemistry
January 06	<b>Online Quiz Lesson 1 opens at 2:00 pm</b>
Week 2: January 10 - January 16	
January 10	<b>Zoom meeting: Course information 9:00 – 10:00 am</b>
	Lesson 2: Organic Molecules (Part I)
January 13	<b>Online Quiz Lesson 2 opens at 12:00 pm</b>
Week 3: January 17 - January 23	
January 19	<b>Deadline to add winter-term courses</b>
January 19	<b>Deadline for withdrawal with tuition refund (DNE) from winter-term courses</b>
January 19	<b>Online Quiz Lesson 1 &amp; 2 close at 11:59 pm</b>
	Lesson 3: Organic Molecules (Part II) and Scientific Thinking (Part I)
January 20	<b>Online Quiz Lesson 3 opens at 12:00 pm</b>
Week 4: January 24 - January 30	
January 24	<b>Zoom meeting: Group project information 9:00 – 10:00 am</b>
January 26	<b>Online Quiz Lesson 3 closes at 11:59 pm</b>
	Lesson 4: Scientific Thinking (Part II) and Cells (Part I)
January 27	<b>Online Quiz Lesson 4 opens at 12:00 pm</b>
January 28	<b>Group activity 1 due: Group introduction on Moodle group discussion board</b>
Week 5: January 31 - February 6	
February 2	<b>Online Quiz Lesson 4 closes at 11:59 pm</b>

	Lesson 5: Cells (Part II)
February 3	<b>Online Quiz Lesson 5 opens at 12:00 pm</b>
February 4	<b>Complete literature search workshop on Moodle (all members)</b>
<b>Week 6: February 7 - February 13</b>	
February 9	<b>Online Quiz Lesson 5 closes at 11:59 pm</b>
	Lesson 6: Energy
February 10	<b>Online Quiz Lesson 6 opens at 12:00 pm</b>
February 11	<b>Group activity 2 due: Topic selection</b>
<b>Week 7: February 14 - February 20</b>	
February 14	<b>Zoom meeting: COLE-Proctorio information 9:00 – 10:00 am</b>
February 16	<b>Online Quiz Lesson 6 closes at 11:59 pm</b>
February 17	<b>Online Quiz Citation quiz opens at 12:00 pm</b>
February 18	<b>Group activity 3 due: Outline submission</b>
<b>Week 8: February 21 - February 25</b>	
February 21	<b>Zoom meeting: Lesson 1-6 Review tutorial 9:00 am - 11:30 am</b>
February 23	<b>Midterm exam held online, 8:45 am – 10:00 am (COLE-Proctorio)</b>
	Lesson 7: Genes and Gene expression and Cell Division (Part I)
February 24	<b>Online Quiz Lesson 7 opens at 12:00 pm</b>
<b>Mid-Term Break: February 28 - March 6</b>	
February 28	<b>Start of mid-term break</b>
March 04	<b>President's Holiday - University closed</b>
March 06	<b>End of mid-term break</b>
<b>Week 9: March 7 - March 13</b>	
March 09	<b>Online Quiz Lesson 7 Quiz and Citation quiz close at 11:59 pm</b>
	Lesson 8: Cell Division (Part II)
March 10	<b>Online Quiz Lesson 8 opens at 12:00 pm</b>
March 11	<b>Group activity 4 due: Project draft submission on Moodle</b>
<b>Week 10: March 14 - March 20</b>	
March 16	<b>Online Quiz Lesson 8 closes at 11:59 pm</b>

	Lesson 9: Genes and Heredity (Part I)
March 17	<b>Online Quiz Lesson 9 opens at 12:00 pm</b>
March 18	<b>Last day to register with the Access Centre for Students with Disabilities and receive exam accommodations for the final examination period.</b>
<b>Week 11: March 21 - March 27</b>	
March 23	<b>Online Quiz Lesson 9 closes at 11:59 pm</b>
	Lesson 10: Genes and Heredity (Part II) and Evolution
March 24	<b>Online Quiz Lesson 10 opens at 12:00 pm</b>
March 25	<b>Group activity 5 due: Publish Project to Wiki page</b>
<b>Week 12: March 28 - April 3</b>	
March 28	<b>Zoom meeting: Genetics tutorial 9:00 am – 10:00 am</b>
March 30	<b>Online Quiz Lesson 10 closes at 11:59 pm</b>
	Lesson 11: Diversity and Origin of Life on Earth
March 31	<b>Online Quiz Lesson 11 opens at 12:00 pm</b>
April 01	<b>Group activity 6 due: Feedback to other groups</b>
<b>Week 13: April 4 - April 10</b>	
April 06	<b>Last day for instructor-scheduled tests or examinations</b>
April 06	<b>Online Quiz Lesson 11 closes at 11:59 pm</b>
	Lesson 12: Microbes and Chordates Diversity and Evolution
April 07	<b>Online Quiz Lesson 12 opens at 12:00 pm</b>
April 08	<b>Group activity 7 due: Wiki page final draft due. Last day to modify the project.</b>
April 09	<b>Wiki Group activity 8: Peer evaluation submission opens.</b>
<b>Week 14: April 11 - April 18</b>	
April 13	<b>Last day of classes</b>
April 13	<b>Online Quiz Lesson 12 closes at 11:59 pm</b>
April 14	<b>Wiki Group activity 9: Peer evaluation submission closes</b>
April 15	<b>University closed</b>
April 16	<b>University closed</b>

<b>April 17</b>	<b>University closed</b>
<b>April 18</b>	<b>DISC Date: Last day for academic withdrawal from winter-term courses (extended deadline)</b>
<b>Examinations Period: April 19 - May 1</b>	
	<b>Final Exam date and time is posted on your MyConcordia Portal</b>