I. Locator Information:
Instructor: Dr. Lieceng Zhu
Course # and Name: BIOL 225 Scientific Communication
Semester Credit Hours: 3 hrs
Office Location: LS 215
Office Hours:
W 8:00am-12:00 pm
TR 11:00am-12:00 pm
4:00-5:00 pm
Day and Time Class Meets: TR 9:30 -10:45 am
Office Phone: 910-672-1655
Total Contact Hours for Class: 3 hrs
Email address: lzhu@uncfsu.edu
Class room: LSA247
Lab: LSA 226

FSU Policy on Electronic Mail: Fayetteville State University provides to each student, free of charge, an electronic mail account (username@uncfsu.edu) that is easily accessible via the Internet. The university has established FSU email as the primary mode of correspondence between university officials and enrolled students. Inquiries and requests from students pertaining to academic records, grades, bills, financial aid, and other matters of a confidential nature must be submitted via FSU email. Inquiries or requests from personal email accounts are not assured a response. The university maintains open-use computer laboratories throughout the campus that can be used to access electronic mail.

Rules and regulations governing the use of FSU email may be found at http://www.uncfsu.edu/PDFs/EmailPolicyFinal.pdf

II. Course Description: BIOL 225 (3-3-0) Scientific Communication: A course designed to introduce students to the principles of oral and written communication. Students will learn how to read, critique, and write a scientific paper; how to conduct literature searches; and how to prepare and present an oral scientific talk. In addition, the ethical issues related to scientific communications and scientific integrity will be discussed.

III. Disabled Student Services: In accordance with Section 504 of the 1973 Rehabilitation Act and the Americans with Disabilities Act (ACA) of 1990, if you have a disability or think you have a disability. Please contact the Center for Personal Development in the Spaulding Building, Room 155 (1st Floor); 910-672-1203.

IV. Textbook


Textbooks are recommended.

Outside materials will be used.
V. **Student learning outcome and measurement:** Upon completion of this course, students will be able to

1. Understand and describe the basic principles of scientific communications.
2. Identify the components of a scientific paper.
3. Read, analyze a scientific paper and extract useful information.
4. Identify types of editing and scientific styles currently in use.
5. Prepare and present a research paper using PowerPoint.
6. Prepare a manuscript on research
7. Understand and discuss ethical issues related to scientific communication.

VI. **Course Requirement and Evaluation Criteria**

a. **Grading Scale:** Evaluation will be based primarily on tests, lab exercises, quizzes, presentation and other assignments.

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Homework and assignment</td>
<td>50</td>
</tr>
<tr>
<td>Midterm test</td>
<td>50</td>
</tr>
<tr>
<td>Oral presentation</td>
<td>40</td>
</tr>
<tr>
<td>Oral presentation participation</td>
<td>10</td>
</tr>
<tr>
<td>Writing</td>
<td>100</td>
</tr>
<tr>
<td>Quiz</td>
<td>30</td>
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<tr>
<td>Total</td>
<td>270</td>
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*Points may vary.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>80-89.9%</td>
</tr>
<tr>
<td>C</td>
<td>70-79.9%</td>
</tr>
<tr>
<td>D</td>
<td>60-69.9%</td>
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<tr>
<td>F</td>
<td>≤ 59.9%</td>
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</tbody>
</table>

b. **Attendance Requirements:** Attendance in lecture and lab is required. Students are expected to attend class on time and remain in class until the class is dismissed. Quizzes will be conducted at any time of the class period to enforce attendance. Students will be assigned to an interim grade “X” for no show in class, and “EA, Excessive absence” if your absence exceed 10% of contact hours of the class. The interim grade is for warning purpose only.

c. **Assignments:** Assignment and homework must be typed and printed. **Electronic version is not acceptable.** The assignment and deadlines will be **announced in class or on Blackboard.** You must write your names clearly on assignments. **No name, no grade.**

d. **Value of each assignment:** (To be announced).

e. **Policy on missed or late assignment.** **Late work is not acceptable** unless students have valid excuses that are submitted timely. In case of unforeseen emergency, provide me with written, verifiable documentations as soon as possible after your emergencies. Missed assignment result in a “0” grade. **Fail to attend the class for any reason is not an acceptable excuse for not turning the work on time.**

f. **Test and exam:** **Students are responsible for bringing pencils/pens, erasers and calculators to the tests. Students will not be allowed to borrow those items after the test starts. Students will not allow leaving classroom before turning their tests.**

Let’s make it together!  This syllabus is subjected to change.
g. Makeup exam: No makeup exam unless students have acceptable excuses. Make up exams must be done before the scheduled exam or within a week after the scheduled exam. In case of unforeseen emergency, provide me with written, verifiable documentations as soon as possible after your emergencies. Missed exam result in a “0” grade.

h. Final exam: No final exam.

i. Quizzes: Quizzes will be conducted and completed within 5 mins after the class starts or at any other time in class period. No makeup for quizzes without written legitimate excuses that are submitted beforehand.

j. Grade changing policy: Students are welcome to discuss with me about your grades for test, assignment, etc. However, the grades can only be changed within one week from the day I handed back your graded items in class. Grades will be posted on Blackboard timely, and it is your responsibility to check your grade on Blackboard.

k. Graded items: You are responsible for getting your graded test papers and assignments etc timely. In case you missed the class when I hand your graded items back, you should come to my office and get the items within a week.

l. Email and Blackboard: You are expected to check your email and announcement on Blackboard on a daily basis. If you miss any information, no excuses will be accepted.

m. Writing assignments: Any writing assignment need be typed and submitted through Blackboard. Late work will not be acceptable. You must write in your own words. Cheating and plagiarism results in zero grade for everyone involved.

n. Cheating and plagiarism: University policy concerning cheating plagiarism will be adhered to. Cheating will result in zero grades.

o. Cell phone: No cell phone was allowed in class at any time. You are expected to turn off your cell phone and put it away during class sections.

p. Lab top computer and tablet: Not allowed in the classroom unless the instructor permits.

q. Student behavior expectations: The instructor will respect all students and will make every effort to maintain a classroom climate that promotes learning. Students must accept their responsibility for maintaining a positive classroom environment by abiding by the following rules:

1. Any behavior and activity that disrupt teaching and learning are prohibited. Any activities that are not associated with learning of the subject matter are prohibited.
2. Students will not use cell phone and pagers, will not eat, listen music, sleep, and work on other projects. Cell phones are not allowed to be seen by the instructor.
3. Students will not carry on private conversations while class is being conducted
4. Students should raise their hands and get permission from instructor when they need to ask questions.
5. Students are expected to arrive to class on time, remain in class until dismissed by the instructor, and refrain from preparing to leave class until it is dismissed.
6. Students are prohibited to walk around in classroom when the class is underway.
7. Student/teacher relationships, as well as relationships among peers, must be respectful at all times.
8. Students will not use computer in the classroom unless it is related to the lab practice
9. Students will speak to instructor and peers respectively.
10. Students will not ask for extra work to improve grade. You only need do what you are supposed to do correctly and in a timely manner.
11. Student will not use any way to make instructor change his or her grade after final exam unless there are mistakes in calculation of your total grade or in grading of your final exam.

Consequences of disruptive behavior:
1. Your seat may be adjusted.
2. You may be asked to leave the classroom.
3. Your final grade may be lowered by one letter grade.