



# Welcome to Biology 1M03!

## **Your Instructional Team:**

- Alastair Tracey, Course Coordinator/Tutorial Coordinator
- Dr. Dushoff (Sept. 4 to Oct. 23)
- Dr. Bolker (Oct. 25 to Dec. 4)
- Lecture Teaching Assistant (Lecture TA)
- Tutorial Teaching Assistant (Tutorial TA)

# Who are we?

Alastair Tracey, Tutorial/Course Coordinator



# Who are we?

Dr. Dushoff



# Who are we?

Dr. Bolker



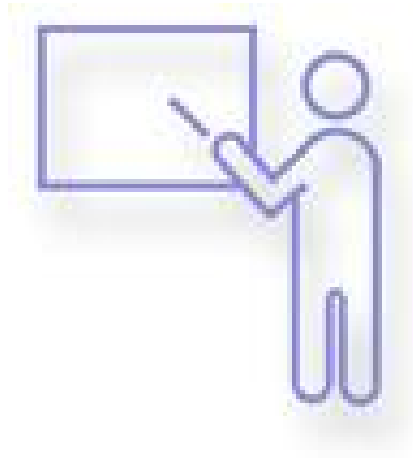
# Who are we?

Jo Werba, Lecture TA



# Who are we?

Tutorial TA



Tutorial TA not exactly as shown.

# What do we do?

Alastair Tracey

- Grades
- Avenue
- Coordinate TAs
- Coordinate tutorials
- Administer tests
- Missed work issues
- Scheduling issues
- SAS coordination
- Hold office hours





# What do we do?

- Dr. Dushoff & Dr. Bolker
- Teach lectures
- Answer lecture related questions



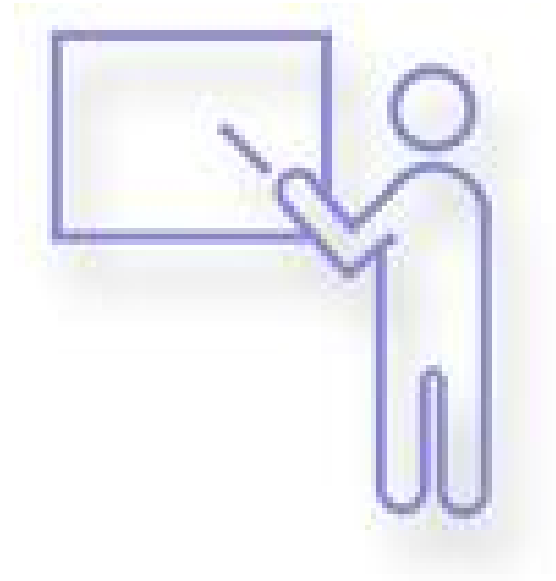
# What do we do?

- Jo Werba, Lecture TA
- 1<sup>st</sup> person that should be contacted if there are questions about lecture material.
- Help students with lecture material.
- Hold office hours.
- Answer questions online within a discussion forum.



# What do we do?

- Tutorial TA
- Teach/lead tutorials.
- Answer tutorial related questions via an online discussion forum.



# Where can you find me?

- Alastair Tracey
- Office: BSB 201A/C
- Office hours: M – F,  
12:00 pm to 1:00 pm or  
anytime when my door  
is open.
- Email:  
[bio1m03@mcmaster.ca](mailto:bio1m03@mcmaster.ca)

ZERO



# Where can you find me?

- How do I get there?
- BSB 201A (Burke Science Building).
- Find this door on the 2<sup>nd</sup> floor of BSB.
- Walk in if the door is unlocked.
- This is not my office door, there is no need to knock.



# Inside BSB 201A

- This is the 1<sup>st</sup> year Biology Resource room.
- This room is available for any 1<sup>st</sup> year biology student to use.
- Please do not sit in the hallway outside BSB 201A. Use this room if you need to finish assignments before submission.
- My office is also located within this room.





# Inside BSB 201A

- My office door.
- BSB 201A/C.



# Where can you find me?

- Dr. Dushoff
- LS 332
- Email:  
[dushoff@mcmaster.ca](mailto:dushoff@mcmaster.ca)
- Office hours to be announced.





# Where can you find me?

- Dr. Bolker
- Email:  
[bolker@mcmaster.ca](mailto:bolker@mcmaster.ca)
- <http://ms.mcmaster.ca/~bolker/>
- LS 336 or HH 314.
- Office hours to be announced.



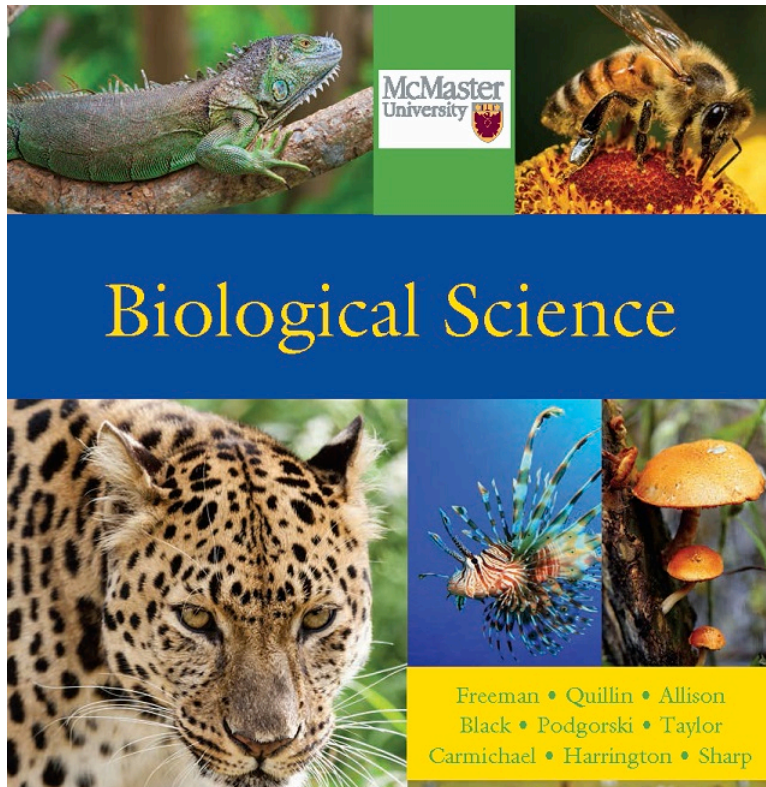
# Where can you find me?

- Jo Werba, Lecture TA
- AVENUE discussion forum
- Office hours in BSB 201A:
- **Tuesdays and Thursdays, 12:30 pm to 1:30 pm**
- Online discussion forum



A **Required** textbook for this course is  
Freeman, Biological Science, **3rd Canadian Edition Vol. 2**  
w/Writing Guide

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This package contains  
**Freeman, *Biological Science*,  
3rd Canadian Edition, Vol. 2**  
and  
**A Short Guide to Writing  
About Biology**

# About the Course

**GRADING**      Biology 1M03 final grades will be determined by the following evaluations:

	<b><u>DATES</u></b>	<b><u>VALUE</u></b>
TEST #1	Wednesday, October 17, 7:00 pm	17.5%
TEST #2	Wednesday, November 21, 7:00 pm	17.5%
PRE-TUTORIAL QUIZZES (five, 1% each)		5%
TUTORIAL ASSIGNMENTS (five, 2% each)		10%
PBL PROJECT		10%
Annotated Bibliography	0.5%	
PBL Meeting	0.5%	
PBL Final Report	4%	
PBL Oral or Poster Presentation	4%	
Peer Review	1%	
FINAL EXAM	Date to be announced	40%

# Missed Work

- IF YOU MISS ANY WORK (TUTORIAL, QUIZZES, MIDTERMS, ETC.) YOU MUST COMPLETE A MSAF FORM ONLINE.
- PLEASE REPORT MISSED WORK USING THE ONLINE STUDENT ABSENCE FORM. YOU MUST REPORT MISSED WORK WITHIN 3 DAYS OF THE DATE OF ABSENCE. THE ONLINE FORM IS LOCATED AT THE FOLLOWING LINK:

<http://mcmaster.ca/msaf/>

- **When reporting Biology 1M03 missed work in the MSAF system please supply the following information.**
- **Instructor name – Alastair Tracey**
- **Instructor email address – bio1m03@mcmaster.ca**

# Biology 1M03 MSAF Policy

Course component not completed (MSAF submitted)	Result
Pre-tutorial quiz (1% of final grade)	1% added to the value of final exam, now 41% of final grade.
Post-tutorial assignment (2% of final grade)	2% added to the value of final exam, now 42% of final grade.
Annotated bibliography (0.5% of final grade)	0.5% added to the value of final exam, now 40.5% of final grade.
PBL meeting (0.5% of final grade)	0.5% added to the value of final exam, now 40.5% of final grade.
PBL written report (4% of final grade)	The value of the PBL written report will not be added to the value of the final exam. The PBL project is a group project and equal contribution to the written report is required in order to obtain a PBL written report grade. Inadequate or complete lack of contribution to the group's PBL written report may result in a grade of 0 being assigned to this course component.
PBL presentation (4% of final grade)	The value of the PBL presentation will not be added to the value of the final exam. If a group member (or members) is absent during the PBL presentation, the missing member (or members) will be required to present the entirety of the group's presentation at an alternate time. Inadequate contribution or complete lack of completion of the PBL presentation may result in a grade of 0 being assigned to this course component.
MSAF submitted for only test 1 (17.5% of final grade)	17.5% added to the value of final exam, now 57.5% of final grade. Final exam composed of 80 multiple choice questions and 15 marks of short answer questions, 2.5 hours in duration, written in an alternate location.
MSAF submitted for only test 2 (17.5% of final grade)	17.5% added to the value of final exam, now 57.5% of final grade. Final exam composed of 80 multiple choice questions and 15 marks of short answer questions, 2.5 hours in duration, written in an alternate location.
MSAF submitted for both test 1 and test 2 (17.5% + 17.5% = 75% of final grade)	35% added to the value of final exam, now 75% of final grade. Final exam composed of 80 multiple choice questions and 30 marks of short answer questions, 3 hours in duration, written in an alternate location.
No MSAF submitted for either test 1 or test 2	Final exam valued at 40% of final grade and composed solely of 80 multiple choice questions, 2 hours in duration.

# About the Course

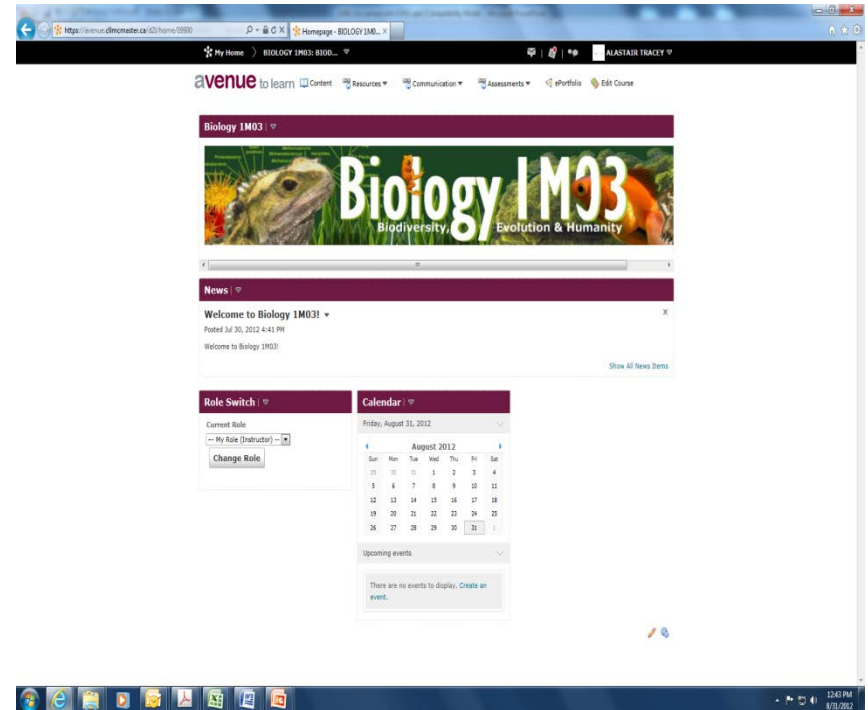
- AVENUE
- McMaster's Learning Management System
- <http://avenue.mcmaster.ca>





# Accessing Avenue

- Choose Biology 1M03 from your course menu.
- This will bring you to the Biology 1M03 homepage.
- You will see course announcements posted on this page.





# Accessing Avenue

All lecture and tutorial related files can be found within the content tab

The screenshot shows the Avenue learning management system interface for Biology 1M03. The browser address bar displays the URL <https://avenue.climcmaster.ca/d2l/home/89900>. The page header includes navigation links: My Home, BIOLOGY 1M03: BIOD..., and a user profile for ALASTAIR TRACEY. Below the header, a navigation bar contains links for Content, Resources, Communication, Assessments, ePortfolio, and Edit Course. The main content area features a large banner for Biology 1M03 with the subtitle "Biodiversity, Evolution & Humanity". Below the banner, there is a News section with a welcome message dated July 30, 2012, and a Role Switch section with a dropdown menu set to "My Role (Instructor)" and a "Change Role" button. A blue arrow points from the "Content" link in the navigation bar to the "Content" tab in the main content area. To the right of the Role Switch section is a Calendar for August 2012, showing the dates from Sunday to Saturday. Below the calendar, there is a section for Upcoming events, which currently displays "There are no events to display. Create an event." The Windows taskbar at the bottom shows various application icons and the system clock indicating 12:44 PM on 8/31/2012.

avenue to learn | Content | Resources | Communication | Assessments | ePortfolio | Edit Course

**Biology 1M03** | ♥

**News** | ♥

**Welcome to Biology 1M03** | ♥

Posted Jul 30, 2012 4:41 PM

Welcome to Biology 1M03!

[Show All News Items](#)

**Role Switch** | ♥

Current Role

-- My Role (Instructor) --

[Change Role](#)

**Calendar** | ♥

Friday, August 31, 2012

August 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

Upcoming events

There are no events to display. [Create an event.](#)

# Accessing Avenue

The screenshot shows the Avenue to Learn web application. The browser address bar displays <https://avenue.climcmaster.ca/d2l/home/89900>. The page header includes navigation links: My Home, BIOLOGY 1M03: BIOD..., and a user profile for ALASTAIR TRACEY. Below the header is a navigation bar with icons and labels for Content, Resources, Communication, Assessments, ePortfolio, and Edit Course. The main content area features a large banner for "Biology 1M03 Biodiversity, Evolution & Humanity" with images of a lizard and a goldfish. Below the banner is a "News" section with a "Welcome to Biology 1M03!" message, dated July 30, 2012. To the left of the news section is a "Role Switch" panel showing the current role as "My Role (Instructor)" with a "Change Role" button. To the right is a "Calendar" panel showing the date Friday, August 31, 2012, and a calendar for August 2012. Two blue arrows point from the "Communication" and "Assessments" links in the navigation bar to the "Contact Lecture TA or Tutorial TA via Discussions" and "Complete Quizzes and View Grades" text boxes, respectively. The Windows taskbar at the bottom shows various application icons and the system clock indicating 12:44 PM on 8/31/2012.

avenue to learn Content Resources Communication Assessments ePortfolio Edit Course

Biology 1M03 |

**Biology 1M03**  
Biodiversity, Evolution & Humanity

**News** |

**Welcome to Biology 1M03!** ▾  
Posted Jul 30, 2012 4:41 PM  
Welcome to Biology 1M03!  
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**Role Switch** |

Current Role  
-- My Role (Instructor) --  
[Change Role](#)

**Calendar** |

Friday, August 31, 2012  
August 2012

Contact Lecture TA or Tutorial TA via Discussions

Complete Quizzes and View Grades

12:44 PM  
8/31/2012





# Tutorials

- **Every other week.**
- Tutorial attendance is mandatory.
- **Tutorials begin the week of September 10<sup>th</sup> for odd numbered tutorial sections.**
- **Tutorials begin the week of September 17<sup>th</sup> for even numbered tutorial sections.**



# Tutorials

The **Tutorial Manual** will be posted on AVENUE one week before your scheduled tutorial.

Review tutorial manual  Complete pre-tutorial quiz  Attend tutorial  Complete post-tutorial assignment  Submit post-tutorial assignment to Biology 1M03 assignment dropbox.

You do not need a lab coat to attend tutorials.

# Pre-tutorial Quizzes

- **Each tutorial** will have a pre-tutorial quiz that will be available approximately one week before your scheduled tutorial and must be completed by **6:00 am** on the day of the tutorial.
- You will have **two attempts** to complete each quiz. The highest grade achieved will be the grade you receive.
- Please contact Alastair Tracey if you have problems with your online quizzes.

# Tutorial Assignments

- Where will you hand in your tutorial assignments?
- Where are these boxes located?
- In the hallway outside of BSB 201A.
- Please ensure that you submit your assignments to the CORRECT COURSE DROPBOX (look up).
- Failure to do so may result in a deduction of 10% per day until the assignment is found.



# Tutorials – PBL Project

- PBL – Problem based learning.
- 10% of your final grade.
- Group project.
- Equal contribution required by each member.
- Group contract.
- **Meet in person weekly!!!**
- **Fully edit the written report.**

**Inadequate contribution to the project could result in removal from your PBL group and a grade of 0% for the PBL project.**

# Tutorials

- Tutorials begin the week of September 10<sup>th</sup> for odd numbered tutorial sections.
- Tutorials begin the week of September 17<sup>th</sup> for even numbered tutorial sections.



# Academic Integrity

- Check the course outline.
- Academic Integrity Policy.
- <http://www.mcmaster.ca/policy/Students-AcademicStudies/AcademicIntegrity.pdf>
- It is your responsibility to read and understand what constitutes an academic integrity issue.

# Academic Integrity Issues

- Plagiarism – lack of citations, copying another student's work, acquiring and using another student's previously submitted work.
- Cheating on tests – cheat sheets, copying from another student's test paper.

# Academic Integrity Issues

- Improper collaboration – submitting, or completing an assignment as a group, that was to be completed individually.
- Copying answers.
- Completing one assignment but submitting extra copies for all group members.

# Common Biology 1M03 Academic Integrity Issues

- Completing one graph but distributing the graph for submission by multiple students.
- **Submitting assignments that have previously been submitted by other students.**
- Completing quizzes in groups that should be completed individually.

# Penalties

- 1<sup>st</sup> offence – 0% on the assignment/test. A letter placed in your student record.
- 2<sup>nd</sup> offence – 0% on the assignment/test. Potentially 0% in the course. A letter placed in your student record. Notation on your transcript.
- 3<sup>rd</sup> offence – No good.

# Questions about Academic Integrity

- Contact Alastair during his office hours or at [bio1m03@mcmaster.ca](mailto:bio1m03@mcmaster.ca).
- Contact the Office of Academic Integrity.
- **Ignorance is not an excuse.** It is your responsibility to read and understand what constitutes an academic integrity issue.

# How can you contact Alastair?

ZERO



- Email: [bio1m03@mcmaster.ca](mailto:bio1m03@mcmaster.ca)
- You must email Dr. Dushoff, Dr. Bolker, and me from your McMaster email account!
- Please include your full name, student number, MacID, and tutorial section in your email.
- BSB 201A/C, M – F, 12:00 pm – 1:00 pm or anytime when my door is open.