

## BIO 315 (Virology) Summer Online Course Syllabus 2013

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[http://www.uwosh.edu/faculty\\_staff/shors/](http://www.uwosh.edu/faculty_staff/shors/)

Required Textbook: **Understanding Viruses 2e** ISBN-13: 9781449648923  
Student Resources Companion Website for textbook: [go.jblearning.com/shors2](http://go.jblearning.com/shors2)

**Online Office Hours:** Each **Wednesday**, the instructor will be available for questions from 9-11 am (central time) via the **Chat feature of D2L**. Try to limit your questions to this time or posting your questions to the **Raise Your Hand Discussion Forum** rather than e-mailing the instructor.

**“Raise Your Hand” Discussion Forum** : This is located on D2L (D2L, Discussion Tab) Post questions outside of Chat room office hours to this forum. Please check this forum as you may have some of the same questions as your peers.

**Online Participation Etiquette:** Be mindful of these expectations for online discussions:

- When you disagree with what someone has written, express your alternate viewpoint in a courteous tone. Do not insult or use language that could be construed as personal.
- Don't gang up on someone or “bandwagon.” If someone has already expressed a view with which you agree, make sure your own comment adds something new to the discussion.
- Please do not write in overly-slangy or “text-message” style. Try to observe formal rules of grammar and mechanics. This is important in all online courses, but especially in a course that focuses on writing!
- Try not to take things personally. For whatever reason, people tend to be thinner-skinned in on-line discussions than they might otherwise be. This can lead to avoidable misunderstandings.

Please keep these two additional points in mind:

1. Each student deserves to feel safe in an online course. This means you should feel safe to courteously present an opinion, you should feel safe that your ideas will be given respectful consideration, **and you, as a person**, will not be attacked through online discussions.
2. The point of a course is to learn and grow on a personal and academic level. But learning from our mistakes is also part of the process. Let's work together to vocalize our concerns and to accept each other's mistakes as part of our growth. There is so much wonderful diversity out there, but with this diversity comes a responsibility to share our views and also to learn from other viewpoints.

If you do not feel confident sharing your discomfort within the public discussion forums, please send the instructor a separate email (shors@uwosh.edu). It is part of instructor's job to make sure each student feels comfortable in this learning environment and to facilitate group discussions.

**Course Schedule:** This is a four week **intensive on-line course** which will be offered during the first 4-week term of the scheduled summer session, 2012. The course will administered through **Desire2Learn** <http://www.uwosh.edu/d2l>.

**Technology:** Students need to become knowledgeable about the technology resources available, such as the Polk Library computer system, and the variety of reference materials related to assignments available online through the library's web page. Internet sources, e-mail, and its conventions, and the main components of D2L (Content, Discussions, Quizzes, Dropbox, Chat Room, Calendar, Podcasts, Grade Book) are other technological areas in which students should become proficient. **DO NOT USE GOOGLE CHROME AS YOUR WEB BROWSER. GOOGLE CHROME DOES NOT WORK WITH THE PODCASTS!**

**Who should take this course?** BIO 315 On-line is designed primarily for students who need a three credit biology/microbiology elective, and who are interested in viruses. **It is on-line course that is designed for self-motivated students with average or above average computer skills.** This course takes a combined approach to understanding viruses that focuses on clinical or medical aspects of viral diseases as well as the molecular biology aspects of viral replication.

BIO 315 On-line is especially appropriate for students who cannot fit a traditional on-campus course into their schedules, or students who do not want to attend traditional lecture classes for whatever reason. This course is taken completely on-line, and there are no on-campus meetings, such as orientation sessions, seminars or proctored exams. The course involves the reading of a textbook, PowerPoint presentations, chapter objective lists and the submission of four on-line objective (2-hour, open-book, multiple choice) exams and 21 on-line (20 minute, open book- multiple-choice) quizzes based upon the reading material.

Since the course contains limited interaction on-line, it is up to the student to search the information and find the answers to the quiz and exam questions. There is a minimum of instructor-student contact through, the office hours in the D2L Chat Room, Raise Your Hand Discussion Forums and e-mail. Students are encouraged to ask questions during online office hours with the instructor (Chat Room feature of D2L) and via a Raise Your Hand Discussion (in D2L) setting.

The textbook is required for this course. This course is not for everyone; it is designed for self-motivated students who enjoy reading and who can answer a lot of objective questions from the material they have read. Each of the 4 on-line exams, 21 quizzes (1 per chapter) 4 discussion assignments (1 per week), weekly participation and 1 SOS/exit survey must be completed in four weeks according to the schedule on the following page. The course is summarized in more detail in the following sections. The companion website for the textbook contains crossword puzzles and interactive glossary and animated flashcards that will be helpful in preparing for the quizzes and exams.

**Objectives of the Course:** Online Virology will help give you a working knowledge of the viruses we encounter every day. It will help you understand various aspects of viruses reported in the news or discussed with your physician. It will help you understand various therapies and ways we control viruses. We hope this course will help you be an informed citizen, aiding your choices in the future regarding various aspects of your everyday life. Furthermore, this course will give you a great start in learning more about how viruses affect your life at these various levels and give you insight to aid your learning about this area for years to come.

**Overall Grading:** Exams and quizzes are worth 53% of your grade. Assignments are worth 35% of your grade. Participation is worth 8% of your grade. Final assessment of the course is worth 4% of your grade. The overall goal is to learn the course material. Assignments and discussions are aimed to help with learning the material. Therefore, **47% of your grade is based on assignments and participation that will help with learning basic concepts.** The exams and quizzes are open book (but timed). You have 20 minutes to take a 10 question, multiple choice quiz and 2 hours to take a 50 question, multiple-choice exam. Some quiz questions may be recycled and used in the exams. There is NO comprehensive final. This makes a good grade very doable in the course if you do the assignments, participate and perform at a C or better on exams.

**Grading:** The four required exams are "open book." There are 21 "open-book" on-line quizzes (1 per chapter). All tests and quizzes are timed. The Wednesday (Weeks 1-3) or Thursday (Week 4) of each week a 100-point **assignment (Dropbox), discussion post** is due. Each week, students are required to participate in a Discussion with peers based on an open-ended question posted by the instructor. Exams are offered on Fridays. Quizzes must be taken by noon, Thursday of each week for the material covered. **All quizzes and exams are of open-book, multiple-choice format.** The companion website for the textbook contains crossword puzzles and interactive glossary and animated flashcards that will be helpful in preparing for the quizzes and exams. Answers/quiz results will be available to the student at 12:01 pm on Thursdays. Some of the quiz questions will be recycled or re-used in the exams.

**HOW TO BEGIN:** Begin the course by clicking on the **START HERE** module for the documents you will need (e.g. syllabus). Then proceed to review the podcasts. The first podcast is a newly created podcast that will have an opening slide that states: Welcome 2013 Online Virology Course). **Do not use Google Chrome to review podcasts! Google Chrome is not compatible with D2L.**

**HELPFUL HINTS FOR SUCCESS:** The podcasts focus the student on which material is most important and will be tested on. **Therefore, it is recommended to review the podcasts before reading any chapters in the text.**

**Quizzes and Exams:** Quizzes and exams are timed and of multiple-choice format. Quizzes are 10 questions, 20 minutes. **PLEASE TAKE THE QUIZZES IN THE ORDER OF THE CHAPTER--WITH THE FOLLOWING EXCEPTION: TAKE QUIZ 8 BEFORE QUIZ 7.....THEN PROCEED IN ORDER ( E.G. 1-6, 8, 7, 9-21)** The exams contain 50 questions, 2 hour time limit.

**Assignments:** There is one assignment (100 points/assignment) due each week. Requirements for the assignments are posted to D2L (under Content, **START HERE module**).

**Podcasts:** Review them before you begin every chapter! The podcasts focus you on the important concepts that you will be tested on. If the podcasts are not reviewed, it is too easy to get bogged down with details that may not be as important. **NOTE: Podcasts are NOT compatible with Google Chrome. Lecture Podcasts are downloadable. Supplemental podcasts/videos are NOT downloadable due to copyright issues.**

**D2L Calendar:** The quickest way to determine when an assignment, discussion, quiz, exam or survey is due is either read the syllabus or to check the Course **Calendar in D2L**. In the Other Tools drop down menu, scroll to Calendar. **Click on Month** in order to see the entire Calendar. Click on items you are concerned about if you need details. The first two weeks of the course are structured with a tight timeline. **The 2nd two weeks are self-paced**. This will allow you to complete the course before the July 4th holiday if you prefer to do so.

**Introduce Yourself:** Please post a personal introduction to the threaded Discussion set up. To do this, click on the Discussion tab. Add a "new topic." Choose the **Professor and Student Introductions Forum**. Put your name in the Title. Craft your introduction in the Description box and click on SAVE. It is due Wednesday, June 12th, 2013. **Post a photograph to your introduction** (it doesn't necessarily have to be of you--just some kind of profile picture so we can keep track of you would be great; it is worth 10 points of your post). This post is worth a total of 20 points.

**Active Participation/Discussion:** Active online classroom participation counts for 8% of your grade. The first week of classes, you will be required to post an "Introduction" about yourself. Each week, there will also be an Active Discussion among your peers to address a thoughtful or critical thinking questions posed by the instructor. The questions were posted before the course began.

Active Participation Discussion entries and response are evaluated using the following system:

- 1-7 = needs further development
- 8-14 = meets requirements
- 15- 20 exceeds minimum requirements

Total Points per Discussion: 20 points

**Online Course Assessment:** Students will earn 40 points to complete the **SOS/Exit Survey** at the end of the course. The survey is not graded, students will receive 40 points to complete it. Please answer the survey honestly. This will help the instructor in the development of the course.

**Chapter Objectives and Web Links:** In addition to the companion website for the textbook, an Excel spreadsheet of website links are posted to Content in D2L. For each chapter, a list of objectives is posted to D2L. **Taking the time to review these learning objectives will be vital in earning a high grade in this on-line course.**

**BIO 315 On-Line: Point Breakdown:**

Specific Date or Week Due	Activity	Total Points
Week 1	5 Quizzes (10 questions; 10 points ; 1 quiz per chapter) Introduce Yourself Post Participation/Online Active Discussion Exam 1 (50 multiple choice question; 100 points) 1 Discussion Post (100 points)	50 pts. 20 pts. 20 pts. 100 pts. 100 pts.
Week 2	: 5 Quizzes (10 questions; 10 points; 1 quiz per chapter) Exam 2 (50 multiple choice question; 100 points) Participation/Online Active Discussion 1 Discussion Post (100 points) <b>NOTE: DO CHAPTER 8 BEFORE CHAPTER 7!!!!</b>	50 pts. 100 pts. 20 pts. 100 pts.
Week 3	5 Quizzes (10 questions; 10 points ; 1 quiz per chapter) Exam 3 (50 multiple choice question; 100 points) Participation/Online Active Discussion 1 Discussion Post (100 points)	50 pts. 100 pts. 20 pts. 100 pts.
Week 4	6 Quizzes (10 questions; 10 points ; 1 quiz per chapter) Exam 4 (50 multiple choice question; 100 points) 1 Discussion Post (100 points) Participation/Online Active Discussion SOS/Exit Survey University SOS	60 pts. 100 pts. 100 pts. 20 pts. 40 pts.

TOTAL POINTS..... 1140 pts.

**GRADING:**

<b>A</b>	<b>100%-91%</b>	<b>4.00</b>
A-	90%-88%	3.67
B+	87%-85%	3.33
B	84%-81%	3.00
B-	80%-78%	2.67
C+	77%-75%	2.33
C	74%-71%	2.00
C-	70%-69%	1.67
D+	68%-66%	1.33
D	65-63%	1.00
D-	62-61%	0.67
F	<60%	0.00

\*Instructor reserves the right to adjust grades of the entire class if necessary (e.g. curve).

**\*Due Dates/ Pacing Yourself**

Week	Paced Dates	Assignments/quizzes and exams due
Week 1	June 10-14	Introduce Yourself via Discussion Post Read Chapters 1-5 (textbook + PowerPoint Presentations and chapter objectives) Quizzes 1-5 Discussion Post and Assignment 1 due by 5 pm, Wednesday of Week 1 Online Participation Discussion Exam 1; must be taken any time Friday of Week 1
Week 2	June 17-21	Read Chapters 6-10 (textbook + PowerPoint Presentations and chapter objectives) Quizzes 6-10 ( <b>Note: take Quiz 8 before Quiz 7, then proceed with 9 etc.</b> ) Discussion Post and Assignment 2 due by 11:59 pm, Wednesday of Week 2 Exam 2; must be taken any time Friday of Week 2
		<b>Go at your own pace for the 2nd two weeks</b>
Week 3	June 24-28	Read Chapters 11-16 (textbook + PowerPoint Presentations and chapter objectives) Quizzes 11-16 Discussion Post and Assignment 3 Online Participation Discussion Exam 3
Week 4	July 1-5	Read Chapters 17-21 (textbook + PowerPoint Presentations and chapter objectives) Quizzes 17-21 Online Participation Discussion Discussion Post and Assignment 4 Exam 4 SOS/Exit Survey due the last day of class Please take University SOS

\* The first two weeks will be run on a tight schedule. The last two weeks will be "open" so that students can work ahead. Some students may want to complete the course before the July 4th holiday. This allows students to work ahead.

**Late Assignments, Surveys, Quizzes or Exams:** It is imperative to adhere to the pace of the schedule. Therefore, any quiz, exam, assignment or survey posted late **will receive zero points** toward the grade earned in the course.

**Academic Dishonesty Policy:** Cheating on an exam or quiz, plagiarizing, or any other form of academic dishonesty will be dealt with in accordance with the current UWO Student Discipline Code. The instructor reserves the right to assign a grade of "F" for the course should circumstances warrant