PREREQUISITES: You must have successfully passed High School Biology and Chemistry with C or above.

ELECTRONIC GADGETS: No cell phones PLEASE. THIS MEANS NO TEXTING IN CLASS!

COMPLETE THE READING ASSIGNMENTS PRIOR TO CLASS: In order to benefit maximally from this college course, you must possess the requisite study habits. Foremost is the disciplined completion of the reading before each lecture. It will improve your comprehension, allow us more freedom for class discussions and increase our joy in teaching and learning. To slack off until test time will turn interesting assignments into drudgery. ATTENDANCE is important and records will be kept. Missing even one class will put you out of synchrony with the class, short-change your education and doubtless cost you points on the next test.

CLASS NOTES: Do not attempt to record lecture material verbatim. Instead, concentrate on these elements:
- **title** each day or new major topic section accurately with CAPITALS at the left-most margin.
- **words**: Copy correctly spelled all which are written on the board. Leave space in your notes for explanations.
- **definitions** of all key words should be filled out in detail when you rework your notes.
- **drawings** should be carefully copied, label all mentioned structures and processes or effects.
- **text book** should be brought to each class. We use its illustrations and tables. Carefully note them in the text.
- **wordstems**: list them in a column on the last page of your notebook with their meanings. Memorize the new ones prior to each test. Note that these will comprise around 20% of each test. (See attached cumulative list.)

**PARTICIPATE IN CLASS**: Do not hesitate to speak up. Offer answers to questions posed, ask your own questions. Challenge my statements. This participation in class is critical to the proper functioning of the class.

REWORK YOUR NOTES AFTER EACH CLASS: Spend 15 minutes soon after class to rework the day's draft lecture notes. Compare with your text. "Flesh out" skimpy material with detail while it is still fresh in your mind. Bring any unresolved question to the next class, because I call for such questions at the beginning of each class.

**STUDY GROUPS** are extremely helpful in the learning process. See separate handout, and earn points!

HOMEWORK: Homework, especially in genetics, is valuable practice at problem solving. Follow handout for full credit!

Tests are as comprehensive as possible, worth ~110 points each (finals ~180). Use pen on all materials turned in:
- 3 or 4 essays, definitions or illustrations of key concepts or processes . . . 5 points each
- 25 to 29 wordstems (translate the wordstem into English) ............... 1 point each
- 20 or so fill-in-the-blanks (short answer questions) ..................... 2 or occasionally 3 points each
- 2 to 4 problems or illustrations on certain tests .......................... 2 or 3 points each

**Total: ~110 points**

**Student Number**: To ease my task of collating and entering grades, you will be assigned a number according to your place in the alphabetized class list. All class materials should carry your name and your number, (thanks).

Grade slips are distributed after each test showing your progress in the course. Tape them in a safe place.

**HONOR CODE**: I assume that students will support the honor code during testing (thank you). The class shares the responsibility of protecting the integrity of the curve. Please tell me if the honor system is being abused. (Names of offenders need not be given.) **Make-up tests** are given only in the event of a valid excuse, and should be rescheduled and taken before tests are returned. The penalty for taking an unexcused late test may be a deduction of 5% for that test.

**YOUR GRADE** is based upon your position on a histogram of the student cumulative points, approximated by scores on: tests: 50%, final exam: 35%, study groups: 7%, newsnotes: 3%, homework: 5%. The class median curves to ~80%. Grades are assigned on the decimal system: 90-100% = A, 80-89 = B, 70-79 = C, 60-69 = D, <60 = failing. Within in a given grade range, the lower 1/3 is “-”, upper third is “+.” I.e., 80 to 83.3 = B-, 83.4 to 86.66 = B, 86.7 to 89.9 = B+.

**Unsatisfactory test scores?** See me about your study habits (listed above). You should also seek help from the Learning Lab: take your tests, notes, and books. They will help you, and may provide appropriate tutoring.

**For failing students** (below 60%), I will sign drop slips with a WP (without prejudice) prior to the third test. Failing students who drop after the third test will receive a WF (withdrawal failing). If you cannot complete the quarter, you must officially drop the course. The last day to drop a course: 1 March.

**Grades for the course** will be posted at the conclusion of the quarter according to your UC “M” number on my web page. Please do not telephone me to inquire about your grade.

DO A JOB OF WHICH YOU ARE PROUD.
I GUARANTEE THAT WE WILL ALL HAVE A GOOD TIME IN THE PROCESS.