ALS 3923 – Honors Orientation (1 credit)

Class Time & Location:
Wednesday 5:10-6:00pm McCarty Hall B 3096.
The class will meet live and in person. This course is offered to distance students via Zoom.

Students are expected to participate in the live class. Students should communicate with Dr. Goss prior to the start of the course and regarding any technical or logistical difficulties connecting to the course.

Instructor
Dr. Erica Goss, Associate Professor
Plant Pathology & Emerging Pathogens Institute
Fifield Hall Room 1450, 2550 Hull Road
Phone: 352-273-4650
Email: emgoss@ufl.edu
Office hours: I have office hours Tuesday 3-4 pm, Friday 12-1 pm, and am happy to chat on Wednesdays after class. Make an appointment so that I know to expect you. I am happy to meet person or on Zoom. I typically respond to email within one day. If I don't respond within 2 days, I may have missed your email.

Course Description: 1 Credit. Introduces the CALS honors program and the skills needed to complete an honors thesis on a creative, scholarly project. Activities in and out of class, discussion, guest-speakers, writing and oral presentation are used to accomplish the learning objectives.

Course Objectives. At the conclusion of this course, the student will be able to:

1. Explain the requirements and expectations for an honors thesis
2. Find and critically evaluate scholarly literature
3. Begin to develop a thesis and/or a creative scholarly project
4. Complete a preliminary literature review and introduction for a thesis topic
5. Communicate the societal or scientific importance of their research

Text and resources: Course materials are on the Canvas E-Learning website. It contains the assignments, readings, links to resources, and more.

E-learning with Canvas: All students must use Canvas for this course. Syllabus, assignments, resources, grades, and other materials will be posted on the course Canvas page throughout the semester.

Attendance and Participation: Because this course relies heavily on classroom discussion and interaction, attendance is crucial to your success and that of your classmates. Only documented university excused absences will be honored. Students are expected to be present for all class meetings and actively participate in class and small group discussions. *Online students should contribute to class discussions by raising their hand, commenting in the Zoom chat, or speaking up.* If a student has an excusable absence, arrangements should be made prior to the class date for opportunities to make up the missed discussion topics and/or work. However, because of the nature of this course, it is imperative that students not miss class meetings. When you miss class, you will lose 2 points per class toward your final grade. Late arrival to class is also disruptive. If you arrive to class 10+ minutes late, you will lose 1 point.

Our class sessions may be audio visually recorded for enrolled students who are unable to attend live. I will verbally notify the class when I am recording. Students who participate with their camera engaged or utilize a profile image on these days are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded nor shared. Neither will the small group breakout rooms.

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

Grading Scale [this course does not use the +/- grading system]
A = 90% to 100%
B = 80-89.9%
C = 70-79.9%
D = 60-69.9%
E = < 60%

For information on current UF policies for assigning grade points, see https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Course Assignments & Grading Value

Activity	Points Possible
Mentor Selection Sheet	10
Library Orientation	5
Endnote Exercise	5
Peer Review of Thesis	10
Annotated Bibliography & Review	5
Ten Relevant References	20
Introduction	30
Introduction Revision	15
Presentation	20
Attendance & Participation	30

Total Points	150

Assignments are graded individually (listed above and in **bold** in the weekly schedule) or contribute to your attendance and participation grade.

Late Assignments Policy: Assignments due dates and times are as indicated on the course Canvas site. Some assignments are due prior to class time. An assignment submitted after the deadline will receive a **10% deduction per day, up to four days** for late assignments.

Feedback on assignments: Feedback and/or grades for assignments are typically posted within one week of due date. The Introduction assignment typically takes 2-3 weeks to provide personal feedback and release all grades. Presentation feedback and grades are returned after all presentations are completed.

Schedule: Dates are subject to change at instructor's discretion – monitor Canvas site

Week	Date	Topic	Class Preparation or **Assignment Due (bold)**
1	1/10	Introductions, overview of program, contacting mentors	
2	1/17	Q & A with Director of CALS Honors Program, Dr. Wysocki	Bring questions or post them to Discussion; Contact potential mentors

3	1/24	Mentor status update; Research expectations	Reading and 3 mentor exercise; Continue to talk to potential mentors
4	1/31	Searching for references with librarian Suzanne Stapleton	**Library Orientation; Mentor selection**
5	2/7	Individual meetings	**Sign up for one-on-one meeting with Dr. Goss**
6	2/14	Building a strong thesis	**Reference management (Endnote) exercise**
7	2/21	Peer review of thesis	**Peer review of thesis**
8	2/28	Reading scholarly articles; Writing your introduction	**Annotated Bibliography; Post to discussion**
9	3/6	Writing your introduction; Communicating your research	**Ten Relevant References**
	3/13 **SPRING BREAK**		
10	3/20	Introduction workshop	**Introduction Workshop;** Sign up for presentation date
11	3/27	Presenting your research	**Thesis Introduction;** Sign up for presentation date
12	4/3	Presentations	

13	4/10	Presentations	
14	4/17	Presentations	
15	4/24	Perspectives of finishing/past CALS Honors Students	**Introduction Revision; Presentation self-critique**

Zoom Camera Use

The use of cameras in Zoom classes serves an important role in creating an interactive and engaging virtual learning environment. Cameras allow for visual connection, facilitating non-verbal communication and enhancing the overall classroom experience. While participation with cameras on is encouraged, I understand that there may be circumstances where students may prefer not to turn on their cameras due to privacy concerns or limitations. I respect and support individual choices regarding camera usage, and alternative methods of participation will be provided. Alternative participation methods, such as audio engagement, chat discussions, breakout rooms, and written contributions, will be available to accommodate students who prefer not to use cameras.

In-Class Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same

class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

Online Course Evaluation Process

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at: https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at: https://gatorevals.aa.ufl.edu/public-results/.

Should you have any complaints with your live or distance experience in this course that cannot be resolved by the instructor, please visit:
- Residential Course: https://sccr.dso.ufl.edu/policies/student-honor-code-student- conduct-code/
- Online Course: https://distance.ufl.edu/state-authorization-status/#student-complaint

Academic Honesty

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: "*We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.*" You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: "*On my honor, I have neither given nor received unauthorized aid in doing this assignment.*"

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students

Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code.

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Services for Students with Disabilities

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.
0001 Reid Hall, 352-392-8565, https://disability.ufl.edu/

Campus Resources

Students experiencing crises or personal problems that interfere with their general well- being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- *University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575,*
  www.counseling.ufl.edu/
    Counseling Services
    Groups and Workshops
    Outreach and Consultation
    Self-Help Library
    Wellness Coaching

- Crisis intervention is available 24/7 from Alachua County Crisis Center: (352) 264-6789.

***** *Do not wait until you reach a crisis to come in and talk. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.*

U Matter, We Care: If you or someone you know is in distress, please contact <u>umatter@ufl.edu</u>, 352-392-1575, or visit <u>U Matter, We Care website</u> to refer or report a concern and a team member will reach out to the student in distress.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or <u>visit the Student Health Care Center website</u>.

University Police Department: <u>Visit UF Police Department website</u> or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; <u>Visit the UF Health Emergency Room and Trauma Center website</u>.

Academic Resources

E-learning technical support: Contact the <u>UF Computing Help Desk</u> at 352-392-4357 or via e-mail at <u>helpdesk@ufl.edu</u>.

<u>*Career Connections Center*</u>: Reitz Union Suite 1300, 352-392-1601. <u>https://career.ufl.edu/</u> Career assistance and counseling services.

Student Success Initiative, http://studentsuccess.ufl.edu.

<u>*Library Support*</u>: Various ways to receive assistance with respect to using the libraries or finding resources.

<u>*Teaching Center*</u>: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

<u>*Writing Studio*</u>: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: <u>Visit the Student Honor Code and Student Conduct Code webpage for more information</u>.

On-Line Students Complaints: <u>View the Distance Learning Student Complaint Process</u>.