Course Overview

This is a survey course intended for non-biology majors and will cover a wide variety of topics that emphasize how the human body functions. The course will have an introduction to the process of science, genetics and inheritance in addition to an overview of the body systems. The class applies to the science requirement of the core curriculum at The University of Mississippi. The associated laboratory is BISC 103 and cannot be taken online.

Goals of the Course

The student will be presented information that will allow him/her to comprehend and make informed decisions about their basic health and issues that may become apparent over time. The information will also allow a student to evaluate and discuss topics associated with health and nutrition and to understand the scientific processes that are the foundation of scientific and medical advances.

Learning Objectives

After completing this course, the student should be able to:

- Describe the process of science and evaluate the validity of common scientific hypotheses.
- Describe the structure and function of the human body, including organ systems involving circulation, eating, breathing, reproduction, nerve control and exercise.
- Compare and contrast normal body functions with abnormal as they become apparent in their own bodies.
- Interpret the results of genetic screening to predict inherited genetic traits and understand genetic screening and molecular forensics at a basic level.

Instructor Contact Information

Carol Cleveland, PhD
Adjunct Instructor of Biology
Email: **bycmc@olemiss.edu**
Telephone: **(662) 612-0499** – this is a number that you can use to text me or call and leave a message.
Google Hangouts: bycmc@go.olemiss.edu
Virtual Office Hours: Monday through Friday 7:00-8:00pm or by appointment
Office Hours - in person – Tuesday or Friday 4:00-5:00pm by appointment – contact me to schedule if necessary

**Communication Policy**

- **E-mail anytime** (bycmc@olemiss.edu). I will try my best to return e-mails within 24 hours (except on weekends). Be sure to include the course name and section in the subject line and state your full name at the end of the email. I cannot respond to messages and emails from people that are not identified. I teach several online classes and need to be able to identify the class that the student is in.
- **Google Voice (phone number):** Do not call or text after 8:00pm on any night. I will respond within 24 hours, as I do with emails.
- **Grading may take up to a week (7 days).** Please do not email me grade related questions before 7 days have elapsed since the due date. If you have received a grade for an assignment you may then contact me with any questions on the grade.
- **See weekly office hours above for times that I will always make myself available for immediate response on Google Hangouts, email, or text.**

**Required Materials:**

**Textbook**
Access Code 9781259667688 (includes etext and McGraw-Hill Connect access) – available at Ole Miss Bookstore - $113.00

See the following website for information on using Digital Content offline:
**Digital Content and Yuzu**
(http://olemiss.bncollege.com/webapp/wcs/stores/servlet/BNCB_DigitalBooks?catalogId=10001&langId=-1&storeId=13557)

**Alternate Textbook Option:**
Purchase/Rent hard copy text
and
McGraw-Hill Connect access *(available through link in this course)*
A free trial access is available through the link in this course as well....it will get you started in the class until you purchase the access (2 weeks).

**NOT BEING ABLE TO PURCHASE THE BOOK/CODE IS NOT ACCEPTABLE AS AN EXCUSE FOR NOT STARTING THE CLASS ON TIME AND MISSING THE FIRST ASSIGNMENTS.**

Required Technology:
In order to take full advantage of all the features in this course, be sure you have the right technology at your fingertips. This includes:

**INTERNET ACCESS:** You must have access to the Internet, preferably high speed Internet, for the duration of this course.

**SOFTWARE:** You must have access to a computer with the following software installed:
- *Microsoft Office* - You must have consistent access to a professional word processor and a presentation program. Alternatives to MS Office are Open Office and Star Office. (I use docx and pptx files)
- *Google Hangouts: free with your go.olemiss.edu account*
- *Blackboard-supported browser* - Firefox 21, Chrome 27, Safari 6, and Internet Explorer 9 & 10 are compatible with the current version of Blackboard. We prefer Firefox on all computers.

*Download latest versions of these apps here:*
  - Acrobat Reader
  - Flash Player
  - QuickTime

**Hardware**
- Computer with consistent high-speed internet access
- Headset with microphone, recommended
- Computer Speakers, recommended

I recommend running the Blackboard Browser Check to verify installed plug-ins on your computer.

**Tech Support:**
The IT Helpdesk, centrally located in Weir Hall, is open Monday through Friday, 8 a.m. to 5 p.m. The helpdesk offers assistance to Ole Miss Students and employees with technology-related issues involving software, hardware and networking. It provides support for email, Wi-Fi, Microsoft Office and other
campus-wide applications. Come by Weir Hall or call us at 662-915-5222. Email helpdesk@olemiss.edu or visit their website for more information.

UM Policy Information

Copyrighted Materials
Materials used in connection with this course may be subject to copyright protection under Title 17 of the United States Code. Under certain Fair Use circumstances specified by law, copies may be made for private study, scholarship, or research. Electronic copies should not be shared with unauthorized users. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability as well as disciplinary action under University policies. As an Ole Miss student, you must comply with the IT Appropriate Use Policy. For Appropriate Use Policy questions, send an email to aup@olemiss.edu.

The materials on this course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

IT Appropriate Use Policy
This policy sets forth the privileges of and restrictions on students, faculty, staff, and other users with respect to the computing and telecommunications systems offered by the University of Mississippi (UM). This policy is designed to protect the University community from illegal or damaging actions by individuals, either knowingly or unknowingly. Inappropriate use exposes the University to risks, including virus attacks, compromise of network systems and services, and legal issues. This policy directly addresses copyright issues related to illegal downloads and peer-to-peer file sharing. For Appropriate Use Policy questions, send an email to aup@olemiss.edu.

Academic Integrity
The University of Mississippi is dedicated to supporting and sustaining a safe and scholarly community of learning dedicated to nurturing excellence inside and outside of the classroom. Each student has a duty to become familiar with University values and standards reflected in University policies, and each student has a duty to honor University values and standards reflected in University policies. These policies are outlined in the M Book. For a complete listing of policies, please visit the University Policy Directory.
Attendance Policy
Because of the nature of this online class, students are not required to physically attend classes on campus. The course is presented on a weekly schedule of modules with assigned readings, connect and learnsmart assignments, discussion boards and other material that must be addressed and completed. Students are required to “attend” class on a weekly basis by completing the material required within each module. Failure to do so will result in a zero for each incomplete assignment. Students may work at their own pace and complete assignments ahead of time, up to 2 weeks, however it will not be accepted late at all. All assignments will be available at least 2 weeks prior to the due date/time and students are encouraged to plan ahead so that last minute “technical difficulties” or emergencies do not hinder them from submitting work on time. I highly recommend starting assignments at minimum a day before the deadline.

There will be no make-ups on work. I allow 2 weeks to complete the work and I drop 2 of each category module assignment (learnsmart, connect, assignment, discussion/journal) when I calculate the final grade. If you miss a deadline, those will be your drop grades. This allows a student to basically miss 2 weeks of work without it affecting their grade. The proctored exams cannot be dropped.

Absences:
• Students will receive an absence for each module not attempted (as evidenced by at least one submitted assignment) prior to the due date.
• An absence will also be recorded if attempts at communication are not acknowledged in a timely fashion. In the event that the instructor has individually emailed a student with a request for communication, the student will have 4 days (including weekends) in which to respond to the request. If no response is received an absence will be recorded.
• Excessive absences: A student with a total of 5 absences prior to the drop date, will be dismissed from the class and removed from the class rolls following procedures set forth by the University.

Verification of Student Attendance Policy
The University must abide by federal guidelines to verify the participation of online students. For all course types, including thesis, internships, labs, online courses, etc., the instructor must verify your participation based on some type of participation. This may include submission of an online assignment or other course related contact with the instructor. (However, simply logging into Blackboard will not count as an academically related activity.) Attendance Policy for Online Education
Student Identity Policy
Federal regulations, our accrediting agency (SACS) and university policies require that safeguards are used to ensure that the student who receives the academic course credit is actually the person doing the work. You will need to present your student ID before taking proctored exams and your instructor may verify your identity through live or virtual meetings, or by using an identity verification program.

Student Privacy Policy
The University of Mississippi protects the privacy of all students, including online and distance learning students, through adherence to the Family Educational Rights and Privacy Act of 1974 (FERPA) through compliance with other institutional policies and procedures governing the management and security of protected information of faculty, staff, and students, and by outlining the expectations of privacy for the university community as regards to electronic information.

Standards of Honesty
The University of Mississippi upholds honor and academic integrity in all of its teaching, research, and service activities. All faculty, staff, and students are charged with the responsibility to behave with personal and professional integrity and to refrain from dishonorable conduct.

If an incident of academic misconduct occurs in this course, the student will receive a failing grade on the assignment/quiz/exam itself. Particularly egregious incidents may result in a grade of "F" for the semester.

Important Note: All homework assignments, quizzes, tests, and other exercises are to be considered individual assignments unless the instructor specifically identifies an assignment as a group assignment. The student should refer to the "M" Book for general definitions of academic dishonesty. Written assignments may be required to be submitted to TurnItIn.com to verify the originality of the work.

Students with Disabilities:
University policy provides for reasonable accommodations to be made for students with verified disabilities on an individualized and flexible basis as specified under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Students with disabilities who believe they may benefit from classroom or other accommodations should contact the Office of Student Disability Services for information: 234 Martindale, 662-915-7128 (Phone), 662-915-7907 (TTY Phone), sds@olemiss.edu
BISC 102 Teaching Method

The student is expected to have read assigned materials as listed on the course schedule each week. The assignments within each module emphasize the primary concepts from each chapter and must be completed before the published due date. Because of the nature of this class, it is essential that each student allocate adequate time to prepare for every module. Do not get behind!

Issues approach: Students should understand that this course will cover some controversial issues and the selected materials will present a scientifically relevant discussion of those topics. Students are welcome to share opinions on the topics but must be respectful of all participants, whether or not they agree with points being made in the class.

Learning Objectives: Included in each module is a list of objectives for the module. The questions on the two proctored exams are chosen to assess those learning objectives. Connect quiz questions are chosen to determine your understanding of the assigned readings (and your ability to find answers). The additional assignments are geared toward the learning objectives and give a broader understanding and relevance of the concepts described in the reading. If you want to determine how you will do on the exam, assess this by addressing each of the objectives.

Course Requirements

In a "traditional" class, you would spend 2.5 hours per week in a lecture setting. You would also be expected to spend several (5-7.5) hours per week outside the classroom reading and completing homework assignments. You should expect to spend a similar amount of time each week on this class. Most students discover that the online class often requires fewer hours per week due to the elimination of the "normal" lecture time. If you exercise some self-discipline in your approach to this class, you should have no difficulty completing all assignments and quizzes within the total weekly time associated with a "traditional" class. It is important that you do not fall behind in this class.

Modules will open 2 weeks before their due dates and close at the time they are due. The module assignments will be due on Thursday evenings by 11:59 Central time unless otherwise specified. Nothing will be accepted after the posted due date.

Module/Homework Assignments

Discussions and Journals (15%)

In most modules either a discussion board or journal will be posted with a question or topic related to that week's content. Students are expected to
participate in the class discussion, just as they would in a traditional course. These journals and discussion boards act as the class discussions.

**Discussion Boards**
Each discussion board grade will be based on participation and contribution to the discussion. You will be expected to make an original post, expressing a supported position on a topic. You will often need to research to find documentation for your posts. After you have posted your original response to the prompt, you will be given access to other student’s posts. You will then be required to respond, appropriately and respectfully to at least 2 other student posts and these responses will be due on Thursday nights with the rest of the module. Because you have to write responses to other posts, it is very important that you start the discussion board early. (Students in the class will get very frustrated if there are no posts to respond to by about Monday night) You will not be graded on your opinion in the response but your grade will be based on participation, accuracy of information, and referencing sources. As long as you support your argument and are respectful of others' opinions you will earn credit for the assignment. **Discussions will end at 11:59pm on the due date.** After that time, the discussion will no longer be available, and students who have not posted will get a zero for that assignment. Your response posts should be to the posts for which you have something insightful to say.

Discussion board postings are an integral part of this course. Your discussion board posts should be substantive and should reference reading assignments, web references, lecture notes or outside resources. Response posts must be respectful of others’ ideas. Do not make insulting or inflammatory statements to any class members. Rude, obscene, or disrespectful posts will not be tolerated. Part of the nature of this class is for participants to help each other troubleshoot problems and develop critical-thinking skills. Working through questions on the discussion forum is an excellent method to develop proficiency in these areas. Disrespectful responses and “I agree” or “I disagree” type responses will not be used in calculation of any grade. Example posts will be provided for an example discussion board.

**Journals**
Journal assignments will be research on a topic pertinent to the modules main idea. You will be given a topic to research and you will need to write a 300-500 word essay on the topic with correct citations. These topics often will require opinions or anecdotal information but will be graded on content. All information must be scientifically correct and cited correctly.

**Online Activities and Assignments (10%)**
Modules will contain a variety of online activities and assignments that may or may not be graded (grading criteria will be contained within each assignment description). These will include web scavenger hunts, videos, click and learn activities and others, along with some assessment, including writings, quizzes, etc.

**Rules for Written Assignments**

Every submitted assignment must follow English grammar rules. Proper language, punctuation and sentence structure are required. Colloquialisms, slang and text talk are not appropriate. Proper biological and scientific terminology, especially related to the topic of the module, is required.

**McGraw-Hill Connect and Learnsmart Content** – purchased with the required course textbook code.

**LearnSmart/Smartbook Assignments (10%)**

LearnSmart/Smartbook assignments will accompany each chapter covered and are accessed through a link in the module. This technology is an adaptive learning system. As such, it is designed to work with a student to ensure that they are understanding the material assessed. Each module’s assignments will be set up with an estimated completion time of 60 minutes, but depending on how prepared a student is for the chapter it may take considerably longer to complete. The assignment is a guided reading activity. The textbook is linked to practice study questions. The student is asked to first read portions of the chapter and as they make their way through are directed to practice questions. The practice questions allow the student to say whether or not they are comfortable with the material before they submit the answer and those responses are used to guide further study. Also each question typically has a link to the relevant text passages. The activity will move between reading and questions until the student demonstrates adequate knowledge of the material. Once this is done, the score will be 100%. If the student does not reach the conclusion, the score will reflect how far they progressed. *I have had students find ways to “cheat the system” and I just want to reiterate that if you want to do well in the class, you should learn the material and use the tools that I provide to help.* Each LearnSmart/Smartbook assignment must be submitted by 11:59pm on the due date indicated. After that time, the assignment will no longer be available for a grade, and students will receive a grade based on how far they got in the assignment (if you complete it, including all of the practice questions, you automatically receive a 100%). The chapters will always be available for study through the McGraw-Hill link, even after the deadline for the grade.
**Connect Quizzes (15%)**

Connect assignments will be available on the McGraw-Hill Connect site accessed by a link in the module and will cover the course content. They are designed as quizzes and you will obtain maximum scores by preparing well before you attempt the quiz. Typically you should at least read the chapter and do the LearnSmart assignment before attempting these. A student will have 2 attempts at each quiz and the questions will be randomly chosen from a pool of questions. Questions will include true/false, multiple choice, figure labeling, ordering of processes and matching. Questions may involve multiple parts or may be a single question. (sometimes there are more than one question on a screen…make sure you answer all of them) The assignments are set up so that the second attempt allows you to “correct” the first attempt, rather than doing the entire quiz again. There are hints available to use if needed, however I am deducting a percentage from the final score if you utilize the hints or text. Once you open the hints there is only a one time deduction (not a deduction for every hint you use). Again, to reach your maximum score you should prepare for the quiz before you attempt it. After the first attempt, re-read material that you were unsure of and then take the second attempt and correct the mistakes. **Each quiz must be completed by 11:59pm on the due date indicated.** After that time, the quiz will no longer be available, and students who have not taken the quiz will receive a "0" for that quiz.

**Proctored Assessments (Exams) (50%)**

This course has two proctored assessments. It is the student’s responsibility to schedule the appointment(s) for any proctored assessment(s). Please note that your instructor has limited the date and time that the assessment(s) is available. Please check the course schedule below and announcements near the exam dates for specific information about the proctored assessment(s).

**The Distance Education Testing Lab in Oxford has moved to the JACKSON AVENUE CENTER (JAC), Suite F.**

To schedule an appointment follow the link below:

http://www.online.olemiss.edu/testing.html

- If you have questions regarding proctored testing at a regional campus (Desoto, Grenada, Booneville, Tupelo) contact that campus directly.
- The Oxford testing lab ( DETL) cannot assist you in making regional campus testing appointments or schedule/reschedule your appointments for you. You must use the link provided.
• If you do not show up for your exam or reschedule your appointment online at least two hours before the testing time, you will not be able to reschedule and I will be notified. Treat these appointments just as you would if you were testing with me.

The contact information for the UM testing centers are:

Desoto: Twyla Loftiss  (662) 393-1674  twyla@olemiss.edu
Tupelo: Carrie Cannon  (662) 690-2017  ckcrouch@olemiss.edu
Booneville: Kim Gray  (662) 720-7781  kstevens@olemiss.edu
Grenada: LaTonya Pittman (662) 227-2348  lspittra@olemiss.edu

• It is important that you report to the testing center at least 10 MINUTES BEFORE your appointment. If you are late, you will not be allowed to test.
• You must have a valid Ole Miss ID, state issued driver’s license, or passport in order to take your exam. THERE ARE NO EXCEPTIONS!
• If you are unable to take your proctored assessments at UM or a UM regional campus, your other option is to use ProctorU, an online proctoring service.
• Use the link above to access the Online at Ole Miss testing page to learn more about ProctorU and schedule an exam.
• The University of Mississippi’s Online Courses Testing Policy lists important details for students taking online tests.

Grading Policy

University Grading Policy

Inquiry Into Life Biology Course instructors are now using the +/- system that the University adopted. As such, the grade distribution will be as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>A-</td>
<td>88-89.9%</td>
</tr>
<tr>
<td>B+</td>
<td>85-87.9%</td>
</tr>
<tr>
<td>B</td>
<td>80-84.9%</td>
</tr>
<tr>
<td>B-</td>
<td>78-79.9%</td>
</tr>
<tr>
<td>C</td>
<td>75-77.9%</td>
</tr>
<tr>
<td>C+</td>
<td>70-74.9%</td>
</tr>
<tr>
<td>C-</td>
<td>68-69.9%</td>
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<tr>
<td>D</td>
<td>60-67.9%</td>
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<tr>
<td>F</td>
<td>Below 60</td>
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<tr>
<td>Course Component</td>
<td>Percentage</td>
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<td>--------------------------------------</td>
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<tr>
<td>Discussions/Journals</td>
<td>15%</td>
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<tr>
<td>Connect Quizzes</td>
<td>15%</td>
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<tr>
<td>LearnSmart Assignments</td>
<td>10%</td>
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<tr>
<td>Miscellaneous Module Assignments</td>
<td>10%</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
</tr>
</tbody>
</table>
## BISC 102 Fall 2017 Course Schedule

<table>
<thead>
<tr>
<th>Module</th>
<th>Material</th>
<th>Assignment Available</th>
<th>Due Date</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introductory Module</strong></td>
<td>Read syllabus Lesson summary Familiarize with Blackboard</td>
<td>August 20</td>
<td>August 24</td>
<td>✓ Syllabus Quiz ✓ Log in and register for McGraw-Hill Connect and LearnSmart – Complete Introduction exercise ✓ Discussion – Introduce Yourself</td>
</tr>
<tr>
<td><strong>Schedule Midterm and Final Exams</strong></td>
<td>Do this as soon as possible through the TEST tab on the course menu to ensure a spot for testing. It should be available within the first week of class.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>Scientific Study of Life</strong> Readings: Chapter 1 (all)</td>
<td>August 21</td>
<td>August 31</td>
<td>✓ LearnSmart – Chapter 1 ✓ Connect Quiz – Module 1 ✓ Journal – Extraterrestrial Life ✓ Scientific Method Paragraph</td>
</tr>
</tbody>
</table>

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13
| 2 | Cells, Tissues and Organ Systems | August 24 | September 7 | ✓ LearnSmart – Chapter 3, 23  
✓ Connect Quiz - Module 2  
✓ Journal – Building Blocks  
✓ Cell Structure and Tissue Quizlet Set |
|---|-------------------------------|-----------|-------------|------------------------------------------------|
| 3 | The Energy and Chemistry of Life | August 31 | September 14 | ✓ LearnSmart – Chapters 2, 4, 6  
✓ Connect Quiz – Module 3  
✓ Discussion – Energy and Our Cells  
✓ Cellular Respiration Assignment |
| 4 | Digestive System and Nutrition | September 7 | September 21 | ✓ LearnSmart – Chapter 28  
✓ Connect Quiz – Module 4  
✓ Journal – Digestive and Nutritional Disorders  
✓ Nutrition Label Exercise |
| 5 | Transport within the Body | September 14 | September 28 | ✓ LearnSmart – Chapter 27, 29  
✓ Connect Quiz – Module 5  
✓ Discussion – Immune System  
✓ Interview Assignment and Survey |
<table>
<thead>
<tr>
<th>Midterm Exam</th>
<th>Comprehensive - covers modules 1-5</th>
<th>October 2</th>
<th>October 5</th>
<th>✓ Midterm Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Chemical Regulation within the Body</td>
<td>September 28</td>
<td>October 12</td>
<td>✓ LearnSmart – Chapters 4, 25, 28 ✓ Connect Quiz – Module 6 ✓ Journal – Endocrine Disorders ✓ Virtual Urinalysis Activity and Quiz</td>
</tr>
<tr>
<td></td>
<td>Readings: Chapters 4 (pgs 75-80) 28 (pgs 570-575) 25 (all)</td>
<td></td>
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<tr>
<td>7</td>
<td>Nervous System and Special Senses</td>
<td>October 5</td>
<td>October 19</td>
<td>✓ LearnSmart – Chapter 24 ✓ Connect Quiz – Module 7 ✓ Discussion – Concussions ✓ Drugs and the Brain Summary</td>
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<td></td>
<td>Readings: Chapter 24 (all)</td>
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<tr>
<td>8</td>
<td>Movement of the Body</td>
<td>October 12</td>
<td>October 26</td>
<td>✓ LearnSmart – Chapter 26 ✓ Connect Quiz – Module 8 ✓ Discussion – Performance Enhancers ✓ Osteoporosis Interview and Survey</td>
</tr>
<tr>
<td></td>
<td>Readings: Chapter 26 (all)</td>
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</tbody>
</table>
| 9  | DNA and Protein Synthesis | October 19 | November 2 | ✓ LearnSmart – Chapters 7, 8  
✓ Connect Quiz – Module 9  
✓ Discussion – Genetic Mutations  
✓ DNA and Protein Quizlet Set |
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<tbody>
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<td></td>
<td>Readings:</td>
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<tr>
<td></td>
<td>Chapters 7 (all)</td>
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<td>8 (pgs 141-144)</td>
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| 10 | DNA Technology            | October 26 | November 9 | ✓ LearnSmart – Chapter 11  
✓ Connect Quiz – Module 10  
✓ Discussion – Ethics of Gene Modification  
✓ Transgenic Organism Assignment |
|    | Readings:                 |            |            |                                                              |
|    | Chapter 11 (all)          |            |            |                                                              |
| 11 | Reproduction and Inheritance | November 2 | November 16 | ✓ LearnSmart – Chapter 8, 9, 10  
✓ Connect Quiz – Module 11  
✓ Journal – Genetic Disorders  
✓ Punnett Square Practice |
|    | Readings:                 |            |            |                                                              |
|    | Chapters 8 (pgs 139-140, 145-150) |     |            |                                                              |
|    | 9 (all)                   |            |            |                                                              |
|    | 10 (all)                  |            |            |                                                              |
| 12 | Human Reproduction and Development | November 10 | November 30 | ✓ LearnSmart – Chapter 30  
✓ Connect Quiz – Module 12  
✓ Journal – Contraception  
✓ “Life’s Greatest Miracle” Video and Quiz |
|    | Readings:                 |            |            |                                                              |
|    | Chapter 30 (all)          |            |            |                                                              |
|   | Human Biology Summary | November 17 | December 3 | ✓ LearnSmart – Review for Final  
|   |                      |             |            | ✓ Discussion – What Did I Learn? |
| Final Exam | Comprehensive – covers modules 6-13  
|            | Schedule through link in test tab – available early in the semester | December 4 | December 7 | ✓ Final Exam |