Microbiology Lab
BIOL 310L
Fall 2020
Course Syllabus

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Office Hours: By appointment
   I will do my best to respond to all e-mails within one business day.
   Zoom meetings available upon request.

Microbiology Lab (310L): RITA 167
   Ms. Tracy Hirsch (Sections 2, 4, 5, 6, and 7, T 12:10, W 11 & 2:05, R 11:00 & 2:00)

Required Laboratory Manual and Materials:

Required Laboratory Manual: Provided on OAKS
   The reading of the proper exercised PRIOR to the beginning of laboratory is crucial. You must come to lab prepared to safely do the assigned experiments for that day. Failure to do so will put the safety of you and your classmates at risk.

Bound Lab Notebook: Marble composition books work best. The pages need to be numbered and you will need to keep an updated Table of Contents. This is where you will record all data and conclusions as well as answer review questions for each week. Include the objective of each exercise and a brief summary of the procedures. It will be help you with your unknown report and is great way to study for your practical!  Hint: I use the review questions to write questions for the practical!

Lab Coat: A lab coat will be mandatory for every lab. If you do not have a lab coat you will not be allowed to participate.

Closed Toed Shoes: Closed toed shoes will be mandatory for every lab. If you do not have closed toed shoes you will not be allowed to participate.

Safety Glasses: Required
Face Masks: Required

Personal Protective Equipment: A lab coat, safety glasses, face masks and closed toed shoes are required to participate in all labs and lab exams. Procurement and maintenance of the lab coat and safety glasses is the student’s responsibility. In addition, long pants are required in the lab.

Course Objectives: The goal of this course is to obtain practical experience in dealing with microorganisms.
   1. Use a microscope.
   2. Aseptic Technique
   3. Perform Gram Staining and other staining techniques.
   4. Identify different microbes based on their metabolic needs.
   5. Isolate individual microbes.
   7. And others...
Grading: The lab will make up 25% of your final grade. Breakdown for laboratory points is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Practical</td>
<td>30</td>
</tr>
<tr>
<td>Lab Quizzes &amp; Skills Quiz</td>
<td>20</td>
</tr>
<tr>
<td>Notebook Checks</td>
<td>10</td>
</tr>
<tr>
<td>Pathogen Presentation</td>
<td>15</td>
</tr>
<tr>
<td>Unknown Report</td>
<td>25</td>
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</tbody>
</table>

Practical
At the end of the semester a practical will be given. The practical will require knowledge of the concepts behind laboratory techniques as well as the ability to perform them. Make-up exams are purely at the discretion of the professor and are reserved for extreme circumstances only. **There is no obligation of the professor to provide make-up exam opportunities.** Contact your professor as soon as possible if you think you will or if you have missed an exam. No make-ups will be administered after a 48-hour period. See other attendance policies.

Quizzes
There will be weekly quizzes and one skills based quiz given. Students will demonstrate use of the microscope and aseptic technique and prepare a streak plate. There is no obligation of the professor to provide make-up quiz opportunities.

Extra-Credit
Extra-credit opportunities are of the sole discretion of the professor; there is no obligation of the professor to provide extra-credit opportunities. **IF an extra-credit opportunity is provided it will be provided to the entire student body of all of the professor's sections of the class. There will be NO personal extra-credit assignments.** These potential extra-credit assignments will be announced in class and are not presented in the syllabus’ grade computation.

Lab Attendance
Attendance at your registered lab meeting time is mandatory. Due to COVID restrictions, you cannot attend another lab section. Given the nature of Microbiology lab, making up a lab is not possible. For example, if a quiz is given or if notebooks are checked during a lab you miss, you will receive a zero for the missed assignment. This includes Pathogen Poster Presentations, Unknown Reports and the Lab Practical. Missing lab will also affect your lab report grade, since you will not have data to report. If you miss 2 or more labs, for any reason, then you will receive a WA (withdrawn for excessive absences). This affects your GPA similar to receiving an ‘F’.

**NOTE:** You will be responsible for your own cultures and will often be required to come back and record results.
Syllabus/Schedule Modifications (See Tentative Schedule on OAKs)
The professor may change this syllabus/schedule as the semester progresses depending on the learning environment, weather conditions and COVID! Students will be notified of changes during class and through the course website (OAKS). The professor is not responsible if a student does not learn of changes due to absence from class.

Special Arrangements:
The College will make reasonable accommodations for persons with documented disabilities. Students should apply at the Center for Disability Services / SNAP, located on the first floor of the Lightsey Center, Suite 104. **Students approved for accommodations are responsibility for notifying me,** during my office hours, as soon as possible and for contacting me one week before accommodation is needed.