

**Instructor:** Dr. Luciano Matzkin  
lmatzkin@ucsd.edu

**Office Hours:** 2254 Muir Biology - Wednesday 10-11 am

**Lectures:** Tuesday/Thursday 11:00 am - 12:20 pm 3406 York Hall

Lectures will cover the theory behind the experiments that you will do in lab. Keep in mind that the quizzes and exams will have questions on material that will be covered only during lecture.

**Labs:** Tuesday/Thursday 12:30 pm - 4:30 pm 3406 York Hall

**TAs:** Elysa Everson, eeverson@ucsd.edu  
Kyle McCann, krmccann@ucsd.edu

**Required Course Materials:**

1. Molecular Methods in Ecology and Evolution Lab Manual purchased at Soft Reserves
2. Lab notebook that uses carbon copies. Available in the book store and in the Grove general store
3. UV blocking lab safety glasses, which can be purchased in the bookstore.
4. A lab coat with long sleeves, which can be purchased in the bookstore
5. A calculator!

**Course Requirements**

**1. Lab Notebook:** It is mandatory that you keep a complete lab notebook. The notebook must contain everything that you did in the lab, including:

- Any changes in the protocol
- All data/results
- All calculations done during experiments
- Observations

**2. Take home assignment:** There will be one take home assignment on dilutions worth 10 points.

**3. Quizzes:** There will be 7 random quizzes during lab periods, 10 points each. They will be given at the beginning of lab and they will be collected 15 minutes later. If you arrive after the quiz, you will not be able to make it up.

**4. Lab Reports:** You will turn in 4 lab reports throughout the quarter worth 40 points each. While you will be collecting and sharing data with a lab partner, and you are welcome to discuss your results with your classmates, you must hand in your own lab report, written in your own words. You will be penalized for copying another lab report or for handing in the same (or very similar, such as just a few words changed here and there) lab reports as your partner.

All lab reports should include:

Purpose of the experiment. This section should be BRIEF – no more than a few sentences. It should simply state why you are doing the experiment.

Results should include the following:

- data or data analysis
- figures, gels (or representations thereof)
- any sample calculations
- a brief statement about what each result means

Discussion:

- Note any unusual observations
- Discuss success or failure of the experiment – if there was a problem, discuss probable source.

Lab reports should have no more than 5 pages of text – figures can go on separate pages. More specific description of the lab report can be found in the course WebCT page. Although the lab report will be submitted electronically, all carbons from the labs associated with a lab report must be handed in class the day the lab is due.

#### **Lab report Late policy.**

Lab reports are due at the beginning of lecture on the assigned due date. In other words it must be electronically submitted before 11 AM of the due date.

- **5 points** if handed in later on the same date

After the first late day, you lose **2 points/day**, so

-7 points if handed in anytime the next day

-9 points if handed in the 3<sup>rd</sup> day etc.

#### **Lab report due dates:**

Labs to be included in the Lab Report

lab 2- lab 6

lab 7- lab 12

lab 13- lab 15

lab 16- lab 18

Due date

Tuesday February 2nd

Tuesday February 23rd

Thursday March 4th

Tuesday March 16th

**5. Lab attendance:** Attendance is taken within the first 15 minutes of every lecture session. If you are ill, you must leave a message with me (lmatzkin@ucsd.edu).

**6. Exam:** There will be on cumulative exam on March 11<sup>th</sup> worth 100 points. Depending on the performance of the class the exam scores might be adjusted. The exam adjustment policy is as such: 1). If any student receives a 100% on the exam it will NOT be curved; 2). If any student receives a score between 95 and 100%, that will be the new maximum score (for example if the highest grade is 96, everyone's score will increase by 4 points); 3). If the highest score is less than 95% then that student's score will be the new 95% (for example if the highest grade is 89, everyone's score will increase by 6 points).

Extra points for lab performance will be given throughout the course for such things as PCR success, DNA extraction, etc.

**Grading:** Total possible points: **376**

Attendance (2 points per lab)	36 points
Dilution assignment (10 points)	10 points
7 Quizzes (10 points each)	70 points
4 Lab reports (40 points each)	160 points
Exam	100 points
Total possible points	376 points

Please make sure you regularly check your scores in WebCT to make sure no errors have occurred.

Letter grades will be assigned as follows:

Grade	Overall class percentage
A+, A, A-	98, 92, 90
B+, B, B-	88, 82, 80
C+, C, C-	78, 72, 70
D+, D, D-	68, 62, 60
F	Below 60

**Policy on cheating:** Anyone caught cheating (which includes but it is not limited to plagiarizing lab reports, cheating on a test or quiz, or changing an answer for a regrade) will be reported to the Academic Integrity Office.

**Letters of recommendation:** If you think you may want me to write you a letter of recommendation at some point in the future, please save our lab reports and tests, for I will ask for some of them to review. Also, I will write letters only for those who receive an A in the course. Finally, even if you have an A, if you have never spoken to me or come to my office hours, I may not agree to write a letter for you.

Student contract

I received a copy of the syllabus.

I understand that if I am late for lab on a day a quiz is give, I will not be allowed to take the quiz and will receive a 0 score for that quiz.

I fully understand the grading and late policy of the class outlined in the syllabus.

I understand that if I plagiarize a lab report and it is detected by Turnitin.com, the matter will go to the Academic Integrity Office on campus. I also understand that if I give a lab report to a student who takes the lab in a subsequent quarter, and he or she plagiarizes my lab report, I will also be subject to disciplining by the Academic integrity Office.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Name of lab partner: \_\_\_\_\_