

Email is the simplest and primary way to contact me outside of class and is the quickest way for me to contact you as well. You are required to check and maintain your Valdosta State University email account. I will only communicate with you through this official email account.

, all email should be sent directly to tphenkel@valdosta.edu.

We will be using Blazeview throughout the semester as a tool for sharing information. I will post course notes after each class to the website, as well as provide additional resources, readings, and homework assignments. All official course information is located on Blazeview and students are expected to regularly access the Blazeview website.

In order to get a reply to your emails you ____ do the following in your email communication:
Include your course number and section in the subject line of any email (BIOL 1010A).
Communicate as you would at work and in a professional manner. This includes using proper grammar and spelling, a greeting and salutation, and be sure to include your full name at the end of all emails.

You are expected to attend all scheduled course activities during your registered section. Because of the nature and structure of the class, attendance is vital to your success in the course. In addition to attending class, active participation is part of your course grade. As described below, there are in-class assignments which cannot be made up. If you are not in class then you cannot earn those points.

As per VSU's policy on attendance: "A student who misses more than 20% of the scheduled classes of a course will be subject to receiving a failing grade in the course" (Undergraduate Catalog 2011-2012, p. 89).

Letter grades will be assigned based on the following tables:

Exams (best 3 of 4)	75%
Homework	10%
In Class Activities and Quizzes	15%

A: 90 – 100%
B: 80 – 89%
C: 70 – 79%
D: 60 – 69%
E: < 60%

Out of class coursework will be regularly assigned. It is your responsibility to get the assignment dates as they are announced in class. Homework must be completed by the due date. Remember, technology does not always work when we want it to. It is your responsibility to get assignments done on time, and you should not assume that the internet will be working an hour before the due date. Online assignments are due by

14-May	How will this course work? How is science a way of knowing?	1
15-May	Why are there different environments?	20.3-20.4
18-May	What is a population and how do they change? What factors structure communities?	19.1-2,4
19-May	How do matter and energy move through ecosystems?	20.1-20.2