



TEACHER'S CONTACT INFORMATION

Teacher: Ms. May Ng
 School Phone: (626) 943-6700

E-mail: ng_may@ausd.us
 Class Location: Room B119
 Website: <https://msngs.weebly.com/>

COURSE DESCRIPTION

This class is designed to teach and expose students to the infinite number of biological discoveries and facts of the world. Students will explore key concepts in biology; including biological chemistry, cell structure and function, genetics, evolution, ecology and organismal biology. This is a highly demanding class that requires all students to actively participate in class discussions and projects. The majority of the assignments will involve critical & creative thinking, problem solving, and experimentations. Students leaving the classroom will be scientifically literate and be consciously aware of the changes of the scientific community.

REQUIRED CLASS MATERIALS (Check list)

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|---|---|
| <input type="checkbox"/> Covered Textbook: <i>Biology</i> by Miller & Levine (2007) | <input type="checkbox"/> College Rule Lined Paper |
| <input type="checkbox"/> 1 1/2" 3 Ringed Binder | <input type="checkbox"/> 6 Notebook Tab Dividers |
| <input type="checkbox"/> #2 Pencil or 0.5/ 0.7 Lead Pencil | <input type="checkbox"/> Notebook Pockets |
| <input type="checkbox"/> Black or Blue Pen | <input type="checkbox"/> Small Scissors |
| <input type="checkbox"/> An Eraser | <input type="checkbox"/> Glue Stick |
| <input type="checkbox"/> Metric Ruler | |

STUDENT CONDUCT

- 1) All students are to actively participate in class discussions and group projects.
- 2) Student's work and words will reflect honesty and integrity.
- 3) Students are to respect the opinions, ideas, and belongings of their fellow classmates and teacher.
- 4) Students are responsible for turning in their work on time.
- 5) Clean up after yourself and place all garbage in the trash.
- 6) Student is responsible for all materials covered and work assigned while absent.
- 7) Food, gum chewing, and drinks are prohibited in the classroom.
- 8) Ask questions when you are unclear about the assigned work or material.

GRADING

- Point system based on individual & group work, labs, tests, & quizzes.
- All assignments are graded using the following grading scale:

A = 89.5%-100% B = 79.5%-89% C = 68-79% D = 58-67% F = 57% and below

- Keep all assignments for the semester so you will have a record of your graded assignments.
- Tests are given at the end of each unit. (50-65 pts)
 (Consists of M/C questions, Matching/Fill-in-the-blanks, Short Answer questions, & Essays)
- Weekly Quizzes will be given. (20-25 pts)
- Pop quizzes are based on assigned readings, labs, and/or lecture notes. (2 pts max)
 (Points earned from Pop Quizzes are considered "positive points" and will be added to the next major test.)
- Occasional group & individual presentations or projects (20-50 pts).
- Weekly group labs are conducted and each student is required to complete a lab write-up. Due dates for each lab report will be announced by your teacher after the completion of the lab activity (total points may vary).

CLASS POLICIES

1. **Homework Packets:** Homework will be assigned 3 - 4 times a week. It will be collected at the beginning of class on the following day after it was assigned. It will be checked and stamped for accuracy and completeness. At the end of the unit, all homework and in class assignments will be assembled into a work packet and turned in for a grade. ****REMEMBER TO KEEP ALL YOUR WORK, ONCE RETURNED TO YOU, SO YOU CAN GET CREDIT FOR IT.**** (Each HW is worth approximately 2-6 pts)

2. **Biology Notebook:** You will be required to keep a Biology Binder for all work done in this class. This should be a 1 ½” thick 3-ring binder with notebook tab dividers. Dividers for the binder should be labeled: **“Calendar”**; **“Class Notes”**; **“Current Assignments”**; **“Labs”**; **“Quizzes”**; and **“Graded Assignments.”** Within each subsequent section, organize all notes, handouts, quizzes, etc...in chronological order according to the topic of discussion. Your notebook should also include notebook pockets to keep class handouts and loose papers in order. There will be notebook checks, so bring this to class everyday.

3. **Late Work Policy:** All assignments are due at the beginning of the period. Late work is accepted but the following deductions will apply:

- Labs may be turned in up to one week past due date, but 5 points will be deducted for everyday it is late in addition to an automatic 10 point deduction from the total points earned.
- Late Homework will not receive a stamp and a 50% point deduction will result for each late assignment in the work packet.

4. **Make-Up Work:** Work assigned before an absence is due the day you return. You will have 3 days to complete any work assigned during your absence. If after this time you have not turned the work in, you will receive a zero for the assignment(s). It is your responsibility to arrange make-up work with me the day you return to class.

5. **Cheating & Plagiarism:** If you are caught or suspected of cheating, helping a fellow classmate cheat, and/or plagiarizing someone else’s work as your own, you and your accomplices will get an automatic zero on that assignment. And be aware that further actions will be considered.

6. **Tutoring/Study Sessions:** Study sessions will be available a day before a Unit test and after school from 3:00pm-4:00pm. I will also be available via email. I will check my email on a daily basis, from 5:00pm-6:00pm. I will only read and respond to emails when students identify themselves to me.

KEEP A COPY OF THE COURSE SYLLABUS IN YOUR BINDER

Once you and your parent or guardian have read the information above, please sign, date, and return to Ms. Ng.

Student’s Name (Print)

Student’s Signature

Date

Parent or Guardian’s Name
(Print)

Parent or Guardian’s Signature

Date