

ANS3319C – Reproductive Physiology and Endocrinology in Domestic Animals

Course coordinator:

Dr. John Bromfield

Office Hours: M, W, F @ 11:30 AM and by appointment.

Room 122D Dairy Science building.

jbromfield@ufl.edu

Ph: 352-294-6991



Laboratory instructor:

Justin Callaham

Office Hours: Before and after class, by appointment (see lab syllabus)

Room 210E Animal Science building

callaham@ufl.edu

Ph: 352-294-6754

Lectures:

Monday, Wednesday, & Friday (Period 4) 10:40 – 11:30 AM. All lectures will be virtual on Zoom.

<https://ufl.zoom.us/j/98744330222?pwd=S1AzWjRWRDRGWHDzaUZieW1HM0hYZz09>

Meeting ID: 987 4433 0222

Passcode: 3319

Labs:

Monday, 12:50 – 2:45 (Periods 6 & 7), 3:00 – 4:50 (Periods 8 & 9);

Tuesday, 12:50 – 2:45 (Periods 6 & 7), 3:00 – 4:50 (Periods 8 & 9);

Wednesday, 12:50 – 2:45 (Periods 6 & 7), 3:00 – 4:50 (Periods 8 & 9)

Course Objectives:

- 1) Familiarize students with the reproductive anatomy, physiology, & endocrinology of male & female domesticated animals including the cow, pig, horse, sheep, cat, dog, and human.
- 2) Introduce and discuss the interrelationships between reproductive hormones produced by the brain and reproductive glands and how they interact to control the reproductive processes of male and female domesticated animals including the cow, pig, horse, sheep, cat, dog, and human.
- 3) Utilize the knowledge learned from Objectives 1 and 2 to introduce and discuss reproductive management practices that optimize reproductive efficiency of domesticated animals and humans.

Textbook:

"Pathways to Pregnancy and Parturition" (3rd Edition 2012, P. L. Senger) is required since we will lecture directly from it in addition to extensive use of pictures & diagrams. There is a copy of the textbook on reserve in the Marston Science Library on main campus. A laboratory manual

will be distributed in class and posted on Canvas. Students are responsible for reading handouts before lab and bringing handouts to lab.

Grading & Exams:

Your final grade will consist of lecture exams, online quizzes, lab exercises, and a comprehensive final exam.

All exams and quizzes are closed book and do not permit any additional resources.

Actual grades on all exercises will be the sum of the points received for correct responses as a percentage of total points possible. Final course grades will be based on the following percentage grade scale:

	B+	≥87 to <90	C+	≥77 to <80	D+	≥67 to <70	F	< 60
A	≥93	B	≥80 to <87	C	≥70 to <77	D	≥60 to <67	
A-	≥90 to <93							

Final Grade Components	% final grade
Three lecture exams (100 pts each)	40%
Four online quizzes (25 pts each)	10%
Lab grade (9 labs @ 50 pts each, two lab exams @ 200 pts each)	30%
Comprehensive final exam (200 pts)	20%

Information regarding University Policy on grade point equivalencies and calculation of grade points is located at (<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>).

Lecture exam dates:

Exam 1: Feb 12th (Friday); Exam 2: March 12th (Friday); Exam 3: April 9th (Friday). *Lecture exam dates are tentative and can change at the discretion of the instructor.*

Final Exam: April 29th (Thursday @ 12:30 –2:30 PM).

Exam and quiz questions will be true/false, multiple choice, matching, short answer, and essay. For short answer and essay questions, a legible, organized, concise and grammatically correct answer will be expected in order to receive full credit. Outlining answers into pertinent points is acceptable and the suggested method of answering questions provided that the interrelationships between points are indicated. Lecture exams/quizzes will cover all material presented in the textbook, lecture, and lab take-home messages, and worksheets.

All lecture graded activities will be conducted online. Quizzes and assignments will be posted under the Assignment tab, submitted and grades posted on the Canvas website <https://ufl.instructure.com/>. All exams will be proctored using Honorlock <https://elearning.ufl.edu/keep-teaching/online-proctoring-using-honorlock/>. Students should become familiar and adept at using both interfaces. Reliability and preparation of internet connections are the student's responsibility. The use of different interfaces for graded activities may change at the instructor's discretion.

Honorlock will proctor your exams this semester. Honorlock is an online proctoring service that allows you to take your exam from the comfort of your home. You DO NOT need to create an account, download software or schedule an appointment in advance. Honorlock is available 24/7 and all that is needed is a computer, a working webcam, and a stable Internet connection.

To get started, you will need Google Chrome and to download the Honorlock Chrome Extension. You can download the extension at www.honorlock.com/extension/install. When you are ready to test, log into the LMS, go to your course, and click on your exam. Clicking Launch Proctoring will begin the Honorlock authentication process, where you will take a picture of yourself, show your ID, and complete a scan of your room. Honorlock will be recording your exam session by webcam as well as recording your screen. Honorlock also has an integrity algorithm that can detect search-engine use, so please do not attempt to search for answers, even if it's on a secondary device.

Honorlock support is available 24/7/365. If you encounter any issues, you may contact us by live chat, phone (844-243-2500), and/or email (support@honorlock.com). If you encounter issues within the LMS, you may contact Your School's Online Support Services team at their number.

Quizzes will be taken online through Canvas using LockDown Browser which must be installed on the computer being used for the quiz. You will be promoted to download LockDown Browser in the Practice Quiz. Approximately one week's notice will be given for the due date of quizzes. Quizzes will be available online for a 24 hour period and can only be taken once.

Important Dates:

No class

Jan 18th (Martin Luther King Day).

Other significant dates:

Jan 11th: Class begins.

Jan 15th: End of drop/add.

Feb 5th: Deadline to withdraw and receive a 25% fee refund (W assigned).

April 9th: Deadline to withdraw without receiving failing grades. Deadline to drop a course by petition without receiving a WF grade.

April 21st: Last day of class.

April 22nd & 23rd: Reading days.

April 24th to 30th: Final exams.

Lecture Schedule

The schedule below is tentative regarding the dates and topics to be covered; this schedule can change at the instructor's discretion.

Week	Date	Assignment	Topic
1	01/11 – 01/15		Introduction / Female Anatomy
2	01/18 – 01/22	<i>MLK Day</i>	Female Anatomy / Male Anatomy
3	01/25 – 01/29		Male Anatomy / Reproductive Endocrine System
4	02/01 – 02/05		Reproductive Endocrine System
5	02/08 – 02/12	Exam 1 (Fri)	Puberty
6	02/15 – 02/19		Spermatogenesis
7	02/22 – 02/26		Spermatogenesis / Semen Collection
8	03/01 – 03/05		Mating behavior / Estrous Cycle
9	03/08 – 03/12	Exam 2 (Fri)	Estrous Cycle
10	03/15 – 03/19		Estrous Cycle / Sperm Transport
11	03/22 – 03/26		Early Pregnancy – Ovulation, Corpus Luteum, Maternal Recognition of Pregnancy
12	03/29 – 04/02		Embryo Development, Placentation
13	04/05 – 04/09	Exam 3 (Fri)	Placentation / Fetal Growth
14	04/12 – 04/16		Parturition and Postpartum Period / Lactation
15	04/19 – 04/21	<i>Reading Days</i>	Reproductive Management / Reproductive Technologies
16	04/29	Final Exam	Thursday 12:30 – 2:30 PM

All lectures will be live streamed via Zoom. Recording of Zoom sessions is not permitted. Link for live streaming is accessible by Canvas under Zoom Conferences tab.

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COVID 19 Experiential Lab Statement

We will have face-to-face instructional sessions to accomplish the student learning objectives of this course. In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

All students and instructors will be required to observe the conditions below to participate in the experiential learning activities for this course.

- You are required to wear approved face coverings at all times during class and within buildings. Following and enforcing these policies and requirements is our responsibility. Failure to do so will lead to a report to the Office of Student Conduct and Conflict Resolution.
- This course has been assigned a physical classroom with enough capacity to maintain physical distancing requirements (6 feet between individuals). Please utilize designated seats and maintain appropriate spacing between students. Please do not move desks or stations.
- Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
- Follow your instructor's guidance on how to enter and exit the classroom. Practice physical distancing to the extent possible when entering and exiting the classroom.
- If you are experiencing COVID-19 symptoms ([Click here for guidance from the CDC on symptoms of coronavirus](#)), please use the UF Health screening system and follow the instructions on whether you are able to attend class. [Click here for UF Health guidance on what to do if you have been exposed to or are experiencing Covid-19 symptoms](#).
- Lab materials are provided in Canvas, graded assignments are to be uploaded in Canvas, and ample time has been built into the lab for all students to meet the dates and deadlines as scheduled. If you were to be hospitalized due to Covid, you will be given a reasonable amount of time to make up work with valid documentation.. [Find more information in the university attendance policies](#).

The instructor(s) reserves the right to end class, cancel daily lab activities, and/or move labs into an alternate format and grading scheme pending failure to adhere to the following requirements.

Required Personal Protective Equipment (PPE)

- CDC recommended face covering that **covers both the mouth and nose**. You should not be able to see through it. (student provided)
- Face shield is not a suitable substitute for a face mask in this lab. Face shields may be worn in addition to a face mask and in place of safety glasses. (Student must provide)
- Temperature check prior to entering lab. If over 100.0, you will not be allowed in or return to lab until you have seen a doctor or 14 days have passed. (lab provided)

No face covering exemptions will be observed.

Student Behavioral Expectations

The university has released a policy regarding student behavioral expectations in response to covid-19. Please view them at <https://policy.ufl.edu/policy/student-behavioral-expectations-in-response-to-covid-19/> .

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If you are or have experienced any of the following in the last 14 days...

STAY HOME + GET TESTED BY UF SCREENING

- If you have or had a fever over 100.0°F.
- Loss of taste or smell.
- Nausea, vomiting, or diarrhea
- Have been in contact with someone positive for Covid.
- Cough
- Sore throat
- Fatigue and/or headaches
- Have traveled on a cruise or internationally.

DO NOT ENTER A LABORATORY FACILITY IF YOU FEEL SICK.

Standard Operating Procedure

- PPE must be applied before entering ANS155 or other indoor/outdoor facilities for class.
- When entering lab...
 - Face covering that covers both mouth and nose must be worn.
 - Wash hands
 - Get temperature checked.
- Do not intermingle with other groups. Groups should remain at their designated stations.
- Students are grouped in groups of 3 during dissections and microscope work. DO NOT change groups.
- When conducting assigned work, small groups should maintain as much distance as possible. Do not hover over each other. There should be adequate space around your dissection trays.
- Do NOT remove PPE while in a group setting. If students need to remove PPE, they must step outside and follow procedures upon reentering group activities.

What if I feel sick or get sick?

- **DO NOT** attempt to come to an in-person lab.
- See a health care provider and notify Justin Callaham immediately.
- Students will be expected to synchronously Zoom into daily lab activities to complete the weekly lab requirement if they are withheld from campus. Lab activities will not be provided outside of normal lab times. **Students should make every effort to maintain healthy status.** You will need to work with Justin Callaham to determine the best and available options and provide appropriate medical notification if you will miss lab.
- Pending prior approval, students should visit with the instructor to establish the ability to join the lab period synchronously via ZOOM. You may still be able to get the days instruction and interact with the class. If WIFI is available at the units, the lab may be streamed synchronously at the farms as well.
- ALL DATES & DEADLINES remain the same unless students have sought alternate accommodation approved by Justin Callaham.
- Obviously, flexibility will be important in these cases. We will do what is necessary to ensure your success and safety in laboratory activities if COVID impacts a student.

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GENERAL LABORATORY INFORMATION

Laboratory instructor:

Justin Callaham

Office Hours: Before and after class, By appointment.

Room 210E Animal Sciences (BLDG 459)

callaham@ufl.edu

Ph: 352-294-6754



Join my Microsoft Teams Digital Office. Here you will be able to chat with me, schedule appointments, view office hours.

I am committed to your success. If I am in my office and my door is open, I am happy to visit with students at any time. Unfortunately, I am teaching most of the day M-F this spring. I keep my calendar up to date which is reflected in the Youcanbook.me scheduling tab in MS Teams. This should give you the ability to make necessary appointments. Contact me by email if you cannot make something work.

Lab Section Times:

Monday: 12:50 - 2:45 PM (Section 10529 / RM67)

Monday: 3:00 - 4:55 PM (Section 10530 / RM89)

Tuesday: 12:50 - 2:45 PM (Section 10583 / RT67)

Tuesday: 3:00 - 4:55 PM (Section 10584 / RT89)

Wednesday: 12:50 - 2:45 PM (Section 28332 / RW67)

Wednesday: 3:00 - 4:55 PM (Section 28333 / RW89)

Laboratory Objectives

- The primary objectives of lab are to provide hands-on activities with live animals, dissection of tissues harvested from deceased animals, and operating laboratory and technical equipment frequently used in reproductive biology.
- To provide experiential learning that includes manipulation, dissection, animal handling and laboratory techniques concerning the anatomy and physiology of reproductive physiology in large animals.
- To develop skills and understanding of the basic principles of collection, evaluation, extension, and freezing of semen from farm animals.
- To introduce the concept of early embryonic development and provide hands-on experience dissecting pregnant reproductive tracts from the bovine and porcine.
- To develop skills and understanding of estrous synchronization, artificial insemination, embryo collection, embryo freezing, reproductive ultrasonography, and pregnancy diagnosis in the bovine, porcine, and equine species.

Weekly Laboratory Activities

- **Interactive lab manual with Mediasite and PlayPosit activities** – the lab will utilize a digital lab manual that provides general reading with embedded videos and interactions. These activities will be accessed through CANVAS.

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- **Face-2-Face (F2F) laboratory activities** – **students must attend their specific enrolled section** to participate in face to face activities. Review the laboratory schedule for dates, locations, and topics for these F-2-F sessions. **Attendance is required to receive credit for weekly graded exercises.**
- **Take Home Messages** – each lab topic has an associated homework assignment designed to ensure students retention of important information that should be taken away from each week’s lab. These assignments will assist students in preparing for the 2 lab practical examinations.
- Lab activities will include dissection of reproductive tissues including brain, male, female animal tracts obtained from the abattoir. You will be required to dissect and study these tissues in lab. The utilization of live animals and dissection of tissues are central to effective learning and enhancement of your lab experience. **For whatever reason(s) you feel unable to work with live animals and animal tissue used for dissection, and (or) participate in any lab activities, contact Mr. Callaham at the start of the semester to discuss these issues.**

Assignment Deadlines and Submittals

- All handwritten worksheets and homework **must be completed and uploaded to the appropriate assignment in Canvas.**
- PlayPosit activities are automatically graded and added to Canvas for students no upload required.
- All readings, worksheets, and Take Home Messages will be available the Thursday prior to each scheduled lab.
- **Review Lab Schedule for assignment availability and specific course section dates and deadlines.**
- **LATE Assignments will be accepted for 24 hours after the due date with a 30% deduction per day.**
- Students will need to download a digital document scanner such as Adobe Scan, etc. or have an alternate means of scanning handwritten assignments into *.pdf files for upload to Canvas.
- It is the students responsibility to ensure the proper file is uploaded and accessible to instructors for grading.

Dropbox, OneDrive, and Google Drive have built in document scanners that save documents to those cloud storage systems without need of an additional app on a phone or tablet. Students have free access to all 3 of these cloud storage options.

Grading:

- Lab is worth **20%** of your **final** course grade.
- Each lab is worth a total of 50 points each with 2 practical exams worth 200 points each. *The table below details assignments and point value specifics.*
- Your lowest lab grade during the semester (**excluding the lab practicum and final lab exam**) will be dropped from your lab grade.
- Attendance is vital to students’ success and understanding of lab materials in preparation for the 2 lab practical exams. **If you have 3 or more unexcused lab absences (after the drop) you will receive an “E” for the course.**

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Grading Points and Percentages

	<u># of Assignments</u>	<u>Points</u>	<u>Total Sem. Points (% of lab grade)</u>
1. Interactive Reading/PlayPosit	10	10	100 pts
2. In Lab Worksheets/Lab Participation	10	20	200 pts
3. Take Home Messages	10	20	200 pts
4. Practical Exams	2	200	400 pts
Total Points Available			900 pts

Attendance and Make Up Policies:

- There will be no make-up labs during the semester. Any lab missed for reasons other than those listed below will not be excused and a grade of “0” will be recorded. All requests to be excused from a lab must be submitted to Mr. Callaham either in writing or requested by email. This policy will be strictly enforced.
- Excused absences include: 1) Absence for a university-approved field trip or activity (must be cleared one week in advance). 2) Absence for a death (verification by obituary if requested) or serious illness in family. 3) Absence resulting from personal illness (verification consisting of a letter of explanation from hospital or doctor on official letterhead). Please review the excuse note policy of the Student Health Care Center (<http://shcc.ufl.edu/forms-records/excuse-notes/>).
- If you need to attend a lab other than your scheduled lab, please contact Mr. Callaham either in person, or by email to request a change of lab giving a reasonable reason for the change. Failure to do so will result in a “0” grade for that lab.
- Request to regrade an exam or take-home message must be made within one week of the return date. Grade challenges must be submitted in writing and attached to the assignment/exam in question.

Academic Accommodations

Students that have sought academic accommodations will need to submit those accommodations using the form provided in the Canvas Laboratory Home Page. *Click* on the tab for **‘Academic Accommodations’ tab**, complete the online form and upload/attach the UF Letter of Accommodation.

Deadline for Accommodation Submission: Friday, February 12, 2020

Working with Livestock

Working with livestock will require students to adhere to handling practices provided by the instructor either in written or verbal format. Animals are capable of injuring people, especially when they are in the flight or fight mode inspired by a stressful situation. The instructors will work to provide students with the ability to manage livestock with minimal stress, thus lowering the risk of injury to people and animals.

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Biosafety and Biosecurity

- The biosafety and biosecurity of animals and students is a top priority for laboratory activities. Disease transmission can have severe negative consequences on animal and human health that can also be fiscally taxing. Some laboratory activities may require you to bring clean rubber boots that must be washed and disinfected prior to laboratory activities. You must also complete the biosecurity exercise prior to participation in labs conducted at animal units. The use of cell phones or cameras at animal facilities is not permitted without receiving written permission. Instructors and TA's may dismiss students from a lab for violation of biosecurity procedures.

Locations:

Laboratories will be held at several locations including room 155 Animal Sciences, Dairy Unit, Beef Teaching Unit, Swine Teaching Unit, and Horse Teaching Unit. Please refer to the lab schedule to determine where lab will be each week. Refer to this link for unit locations <https://animal.ifas.ufl.edu/facilities/>.

Transport is NOT provided. Swine Unit and Beef Unit have bus service.

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Laboratory Schedule

Lab	Week	Location	Topic	Dates & Deadlines
1	01/11 – 01/15	ANS 155	Lab Introduction, Lab Tour, and Using the Microscope	Available: Jan 7, 11:59 PM Due Date (Sections): Jan 12, 11:59 PM (RM67, RM89) Jan 13, 11:59 PM (RT67, RT89) Jan 14, 11:59 PM (RW67, RW89)
	01/18 – 01/22	No Lab	<i>MLK Day</i>	
1	01/25 – 01/29	ANS 155	Female Macro & Microscopic Reproductive Anatomy	Available: Jan 14, 11:59 PM Due Date (Sections): Jan 26, 11:59 PM (RM67, RM89) Jan 27, 11:59 PM (RT67, RT89) Jan 28, 11:59 PM (RW67, RW89)
2	02/01 – 02/05	ANS 155	Male Macro & Microscopic Reproductive Anatomy	Available: Jan 28, 11:59 PM Due Date (Sections): Feb 2, 11:59 PM (RM67, RM89) Feb 3, 11:59 PM (RT67, RT89) Feb 4, 11:59 PM (RW67, RW89)
3	02/08 – 02/12	ANS 155	Brain, Hypothalamic, and Pituitary Anatomy	Available: Feb 4, 11:59 PM Due Date (Sections): Feb 9, 11:59 PM (RM67, RM89) Feb 10, 11:59 PM (RT67, RT89) Feb 11, 11:59 PM (RW67, RW89)
4	02/15 – 10/19	ANS 155	Review Session (*attendance counts)	Available: In Class Only
	02/22 – 02/26	ANS 155	Lab Practicum Exam (Material from first three labs)	Available: In Class Only See practicum rotation schedule.
5	03/01 – 03/05	Horse Unit	Semen Collection & Artificial Insemination: Equine	Available: Feb 25, 11:59 PM Due Date (Sections): Mar 2, 11:59 PM (RM67, RM89) Mar 3, 11:59 PM (RT67, RT89) Mar 4, 11:59 PM (RW67, RW89)
6	03/08 – 03/12	Swine Unit	Semen Collection & Artificial Insemination: Porcine	Available: Mar 1, 11:59 PM Due Date (Sections): Mar 9, 11:59 PM (RM67, RM89) Mar 10, 11:59 PM (RT67, RT89) Mar 11, 11:59 PM (RW67, RW89)
7	03/15 – 03/19	ANS 155	Evaluation of Semen & Semen Cryopreservation	Available: Mar 11, 11:59 PM Due Date (Sections): Mar 16, 11:59 PM (RM67, RM89) Mar 17, 11:59 PM (RT67, RT89) Mar 18, 11:59 PM (RW67, RW89)
8	03/22 – 03/26	ICBR	Principles of Cell Sorting and Sexing Semen	Available: Mar 18, 11:59 PM Due Date (Sections): Mar 23, 11:59 PM (RM67, RM89) Mar 24, 11:59 PM (RT67, RT89) Mar 25, 11:59 PM (RW67, RW89)

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Laboratory Schedule Continued

Lab	Week	Location	Topic	Dates & Deadlines
9	03/26 – 04/02	ANS 155	Embryology and Early Embryonic Development	Available: Mar 18, 11:59 PM Due Date (Sections): Mar 27, 11:59 PM (RM67, RM89) Mar 28, 11:59 PM (RT67, RT89) Mar 29, 11:59 PM (RW67, RW89)
10	04/05 - 04/09	ANS155	Placental, and Fetal Development	Available: Apr 1, 11:59 PM Due Date (Sections): Apr 6, 11:59 PM (RM67, RM89) Apr 7, 11:59 PM (RT67, RT89) Apr 8, 11:59 PM (RW67, RW89)
11	04/12 – 04/16	TBD	Pregnancy Diagnosis by Rectal Palpation Ultrasound Diagnosis: Fetal Sexing, Ovarian Structures	Available: Apr 8, 11:59 PM Due Date (Sections): Apr 13, 11:59 PM (RM67, RM89) Apr 14, 11:59 PM (RT67, RT89) Apr 15, 11:59 PM (RW67, RW89)
	04/19 – 04/21		Final Lab Exam - Cummulative	

ADDITIONAL COURSE INFORMATION

Academic Honesty:

As a student at the University of Florida, you have committed yourself to uphold the Honor Code. UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#). Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Students will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php>

Disability Issues:

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Software Use and Privacy Policies:

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Software Privacy Policies:

1. Canvas (Instructure) - <https://sonicfoundry.com/privacy-policy/>
2. PlayPosit - <https://api.playposit.com/privacy/>
3. Mediasite - <https://sonicfoundry.com/privacy-policy/>
4. Zoom - <https://zoom.us/privacy>
5. Honorlock - <https://honorlock.com/student-privacy-statement/>
6. You Tube - <https://policies.google.com/privacy>

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Campus Assistance Resources:

Students experiencing crises or personal difficulties that interfere with general well-being are encouraged to utilize the university's resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students experiencing difficulties or lacking clear career or academic goals, which interfere with their academic performance:

Health and Wellness Resources

U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

University Police Department: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road,

Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Academic Resources

E-learning technical support: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

Library Support: Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).

On-Line Students Complaints: [View the Distance Learning Student Complaint Process](#).

If you are having problems comprehending lecture and (or) lab material or have other academic, university, or personal issues that are affecting your academic performance, please feel free to visit with the instructors to address the problem(s). Please do not wait until the end of the semester to address any difficulties you may be having.

Online Course Evaluation Process:

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

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Absences:

Requirements for class attendance and make-up exams, assignments, and other work in this course are outlined herein and consistent with university policies. [Click here to read the university attendance policies.](#)

Make-up work:

A student missing an exam will be allowed to make up the exam provided that a documented, valid reason for missing it exists (Please see valid excuses in lab section). Whenever possible, these problems should be discussed with the instructor in advance, preferably by email, excuse note, or handwritten note. A missed exam with no valid excuse will be considered as a “0”.

Materials and Supplies Fee:

Instructors may require that students supply their own personal protection equipment (PPE) as well as rubber boots and coveralls for lab-related activities.

Course Expectations:

Lecture and lab attendance are highly correlated with your final grade, so it is expected that you attend both on a regular basis. Class and lab are “No Cell Phone Areas”. Class and lab decorum require that you act socially, professional, treat fellow students with respect, and appreciate their viewpoints and beliefs.