Instructor Contact Info
Dr. Kimberly Moore
3205 College Ave. Davie FL 33314
954-577-6328
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Email/phone messages: students can expect a response within 24 hrs. M-F and within 72 hrs. on weekends. My preferred way of communicating with students is using email. I check my UF email frequently every day and on the weekends. If I plan to be out of the office or out of email communication, I will email the class and post an announcement on the class website.

Course Overview
This is an introductory course presenting the theoretical and practical applications of macro- and micropropagation techniques for higher plants. The following topics will be covered: seed propagation, cuttings, grafting and budding, and micropropagation techniques.

Required Reading
None

Course Prerequisites
To be successful, students should have a general knowledge of biology and/or botany. Students also should be registered for PLS3223 lecture
Acceptable Course Participation
Students are expected to attend the monthly lab meetings, unless they have an excused absence. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu.

Course Goals and Assignments
Upon successful completion of this course, students will be able to: 1) propagate select ornamental plants from seed, cuttings, grafts/buds; 2) trouble shoot and correct poor propagation techniques.

Students are expected to complete all assignments by their due date. Assignments will be accepted up to four days after the due date but will be marked down five points.

Lab reports: During the first two lab meetings, we will set up several experiments using seeds and cuttings. Each student is responsible for monitoring and collecting data on the experiments and writing a lab report on the results. There will be two reports on seeds and two reports for cuttings – each worth 25 points for a total of 100 points. All reports are due by November 8, 2014.

Teach me a technique: Each student will pick a plant and teach the class how to propagate that plant. Presentations may use 1 Power Point slide and a live plant specimen and will last 3 to 5 minutes. You must explain the importance of propagating your chosen plant and why the technique you have chosen is the best option. You will make your presentations on November 8, 2014. This assignment is worth 100 points.

Project: Each student will set up an independent plant propagation experiment. You must examine at least two variables (or treatments). In your report you will explain your hypothesis (question) and the objective (method to test the question) and then your data to support the objective. This is worth 100 points and is due December 15, 2014.
Assessment
See schedule for dates. The accepted format for all assignments is MS Word files. If there is a malfunction with the class site or computer malfunctions occur, assignments may be emailed or sent via fax. It is the obligation of the student to inform me of such malfunctions immediately.

All grades are based on the number of points earned out of total number of points.

Learning Community Overview
1. Consider yourself a member of a community. A community is a group of individuals who work together to support a common goal or interest.
2. Treat all contributions made by other members with respect.
4. Ask for help when you need it.
5. Assist others when possible. Share questions and ideas with the rest of the class.
6. Have patience with the technology.
7. Respect diverse opinions and viewpoints of each member in the community.
8. Contribute regularly.
9. All postings shared within this community should reflect acceptable content standards. You are expected to use discretion and if asked you will be expected to demonstrate how your content supports the focus of this community.
10. Student participation on a weekly basis is an essential aspect of the online course process. All students are expected to do the work assigned, notify the instructor when emergencies arise, and make up missing assignments no later than four days after they are due.
11. If at any time, you feel that any of these ground rules have been violated by a member of our community, you are encouraged to bring your concern directly and immediately to the instructor.

Netiquette & Discussion Expectations
Netiquette (short for "network etiquette" or "Internet etiquette") is a set of social conventions that facilitate interaction over networks, ranging from Usenet and mailing lists to blogs and forums (as defined by Wikipedia).

Adapted from Rules of Netiquette (http://www.albion.com/netiquette/corerules.html)

1. Remember the human. Never forget that the person reading your mail or posting is, indeed, a person, with feelings that can be hurt.
2. Adhere to the same standards of behavior online that you follow in real life.
3. Know where you are in cyberspace.
4. Respect other people’s time and bandwidth
5. Make yourself look good online. Check grammar and spelling before you post. Know what you’re talking about and make sense. Do not post flame-bait.


7. Help keep flame wars under control. Flame is a personal attack. It is possible to disagree without attacking the person. Use emoticons and acronyms to convey emotion to avoid misunderstanding.

8. Respect other people’s privacy.

9. Don’t abuse your power.

10. Be forgiving of other people’s mistakes.

TOTAL POSSIBLE POINTS & GRADES = 300 pts

For information on current UF policies for assigning grade points, see https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

A   (279-300 points)
A-  (270-278 points)
B+  (258-269 points)
B   (249-257 points)
B-  (240-248 points)
C+  (228-239 points)
C   (222-227 points)
C-  (210-221 points)
D+  (198-209 points)
D   (189-197 points)
D-  (180-188 points)
E   (0-179 points)

Absences and Make-Up Work
Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

Academic Honesty
As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.” You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit 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."

It is assumed that you 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.

Software Use
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.

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

- University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, www.counseling.ufl.edu/cwc/
  Counseling Services
  Groups and Workshops
  Outreach and Consultation
  Self-Help Library
  Training Programs
  Community Provider Database

- Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/

Services for Students with Disabilities
The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom
accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

0001 Reid Hall, 352-392-8565, www.dso.ufl.edu/drc/

**Student Complaints**

Each online distance learning program has a process for, and will make every attempt to resolve, student complaints within its academic and administrative departments at the program level. See [http://distance.ufl.edu/student-complaints](http://distance.ufl.edu/student-complaints) for more details.
Tentative Schedule – we will meet from 8 am to 12 noon

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Topic and Assignments</th>
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<tbody>
<tr>
<td><strong>Aug 30</strong></td>
<td><strong>Introduction</strong></td>
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<td></td>
<td>Review syllabus; chose semester experiment and plant for technique; tour greenhouse</td>
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<td><strong>Sep 13</strong></td>
<td><strong>Seeds</strong></td>
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<td></td>
<td>Set up experiments</td>
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<tr>
<td><strong>Oct 11</strong></td>
<td><strong>Cuttings</strong></td>
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<tr>
<td></td>
<td>Set up experiments</td>
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<tr>
<td><strong>Nov 8</strong></td>
<td><strong>Teach me a technique</strong></td>
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<tr>
<td></td>
<td>Presentation</td>
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<tr>
<td><strong>Dec 13</strong></td>
<td><strong>Final project due</strong></td>
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<td></td>
<td>Turn in final project report and present to class</td>
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