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General course information
Physiological changes in human organisms during physical exercise; physiological bases for planning physical education programs; observations of respiratory, circulatory, nervous, and metabolic adjustments to physical exercise. Laboratory experience to enhance learning.
Credits: 4 Prerequisites: BIOL 224 / KIN 224

Learning objectives
A student who has successfully completed KIN391 will be able to:
▪ Describe the bioenergetics and the utilization of carbohydrates, fats, and protein during exercise
▪ Describe nervous system and skeletal muscle structure and function as it relates to exercise
▪ Describe circulatory and respiratory structure and function as it relates to exercise
▪ Describe the temperature regulation during exercise
▪ Examine and perform procedures in conducting various exercise physiology measurements

Faculty information
Dr. Dharini Bhammar, Ph.D., M.D.
Office: BHS 326
Office hours: Th 10am – 12pm
Telephone: 702-895-1453
Email: Dharini.Bhammar@unlv.edu
(In email correspondence, you may address me as Dr. Bhammar or Professor Bhammar)

Teaching assistant information
Michael Wong
Office: MPE 328
Office hours: By appointment
Email: Michael.Wong@unlv.edu

Dustin Dunnick
Office: MPE 330
Office hours: By appointment
Email: Dustin.Dunnick@unlv.edu

Bryson Carrier
Office: MPE 328
Office hours: Wed 2:30-3:30
Email: Bryson.Carrier@unlv.edu

Class meeting times and location
Lecture Location: WHI 197
1001: MW 8:30AM – 9:45AM

Labs Location: MPE 318 (primary location) and MPE 326

<table>
<thead>
<tr>
<th>Lab #</th>
<th>Time</th>
<th>Instructor 1</th>
<th>Instructor 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>1007</td>
<td>M 1-2:15</td>
<td>Dunnick</td>
<td>Wong</td>
</tr>
<tr>
<td>1002</td>
<td>M 2:30-3:45</td>
<td>Dunnick</td>
<td>Carrier</td>
</tr>
<tr>
<td>1003</td>
<td>M 4-5:15</td>
<td>Carrier</td>
<td>Dunnick</td>
</tr>
<tr>
<td>1004</td>
<td>T 8:30-9:45</td>
<td>Wong</td>
<td>Carrier</td>
</tr>
<tr>
<td>1005</td>
<td>T 11:30-12:45</td>
<td>Wong</td>
<td>Dunnick</td>
</tr>
<tr>
<td>1006</td>
<td>W 1-2:15</td>
<td>Carrier</td>
<td>Wong</td>
</tr>
</tbody>
</table>

Tutoring
Mon/Tue 4-6pm and Wed/Thu 11am-1pm in Lied Library 2nd floor group study area

Review sessions
Review sessions will be conducted in MPE 318 during scheduled lab times prior to scheduled exams by your lab instructors.
Required textbooks

Laboratory: ACSM's Health-Related Physical Fitness Assessment Manual | 4th or 5th Edition
Publisher: Lippincott Williams & Wilkins

Lecture: Exercise Physiology: Theory and Application to Fitness and Performance by Scott Powers and Edward Howley | 10th Edition

Section web address: https://connect.mheducation.com/class/d-bhammar-spring-2020

Barnes and Noble College First Day Program

To enhance your learning experience and provide affordable access to the right course material, this course is part of an inclusive access model called First Day™. You can easily access the required materials for this course at a discounted price, and benefit from single sign-on access with no codes required in Canvas. UNLV will bill you at the discounted price as a course charge for this course ($64).

You can choose to Opt-Out before 2/10/2020, but you will be responsible for purchasing your course materials at the full retail price of $80 and access to your materials will be suspended in the meanwhile. It is NOT recommended that you Opt-Out, as these materials are required to complete the course. For more information and FAQs go to customercare.bncollege.com.

Student Tutorial Videos
Accessing Your eTextbook: https://vimeo.com/304674236
Opting Out of First Day for your eTextbook: https://vimeo.com/304674616
Opting Out of First Day for your courseware: https://vimeo.com/304674959
Other Features on the Course Materials page: https://vimeo.com/304675344

Customer Care Contact Information
Customer Care is available 24/7 to help students with questions about accessing their course material, using their eTextbook, or opting-out or in to the First Day program. Be sure to share the below information with your students

- Link to Customer Care website: customercare.bncollege.com
- FAQs and Tutorial Videos for the First Day Program: https://tinyurl.com/firstdayfaq
- Open a ticket Online for the Customer Care team: https://tinyurl.com/customercarerequest
- Email the Customer Care team: bookstorecustomercare@bncollege.com
- Call the Customer Care team: 1-844-9-EBOOKS (1-844-932-6657)

McGraw Hill Connect Tech Support Information

CALL: (800) 331-5094
EMAIL & CHAT: mhhe.com/support
- MONDAY-THURSDAY: 24 hours
- FRIDAY: 12 AM - 9 PM EST
- SATURDAY: 10 AM - 8 PM EST
- SUNDAY: 12 PM – 12 AM EST

Copyright policy

The materials on the course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

Important dates

- First day of instruction 1/21
- Last day to drop for a full refund 1/27
- Last day of late registration 2/4
- Last day to withdraw from all classes (50% refund) 2/28
- Spring Break: 3/16-3/22
- Last day to withdraw (no refund): 4/3
- Final Exam: [date not given by UNLV]

Becoming familiar with all course policies presented in this syllabus is the student’s responsibility. “I did not read the syllabus” will not be accepted as a valid reason for a student being unaware of course policies.

### Lecture and Lab schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>LS Chapter</th>
<th>Due Time</th>
<th>LS Pre-test</th>
<th>Due Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>T 21-Jan</td>
<td>Syllabus</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Th 23-Jan</td>
<td>Historical Perspectives</td>
<td>0</td>
<td>Self study/module (not graded)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 28-Jan</td>
<td>Common measurements</td>
<td>1</td>
<td>Ch 1</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 30-Jan</td>
<td>Common measurements</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 4-Feb</td>
<td>Homeostasis (Mike to lecture)</td>
<td>2</td>
<td>Ch 2</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 6-Feb</td>
<td>Bioenergetics</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Th 11-Feb</td>
<td>Bioenergetics</td>
<td>3</td>
<td>Ch 3</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 13-Feb</td>
<td>Bioenergetics</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 18-Feb</td>
<td>Exercise Metabolism</td>
<td>4</td>
<td>Ch 4</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 20-Feb</td>
<td>Exercise Metabolism</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>T 25-Feb</td>
<td>Lab Assessment of Human Perf.</td>
<td>20</td>
<td>Ch 20</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 31-Feb</td>
<td>Exam 1</td>
<td>#1</td>
<td></td>
<td></td>
<td>1PM</td>
</tr>
<tr>
<td>T 3-Mar</td>
<td>Nervous System</td>
<td>7</td>
<td>Ch 7</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 5-Mar</td>
<td>Nervous System</td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 10-Mar</td>
<td>Skeletal Muscle</td>
<td>8</td>
<td>Ch 8</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 12-Mar</td>
<td>Skeletal Muscle</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 17-Mar</td>
<td>Spring Break</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Th 19-Mar</td>
<td>Spring Break</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 24-Mar</td>
<td>Skeletal Muscle</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Th 26-Mar</td>
<td>Circulation</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 31-Mar</td>
<td>Circulation</td>
<td>9</td>
<td>Ch 9</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 2-Apr</td>
<td>Circulation</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 7-Apr</td>
<td>Circulation</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Th 9-Apr</td>
<td>Exam 2</td>
<td>#2</td>
<td></td>
<td></td>
<td>1PM</td>
</tr>
<tr>
<td>T 14-Apr</td>
<td>Respiration</td>
<td>10</td>
<td>Ch 10</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 16-Apr</td>
<td>Respiration</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 21-Apr</td>
<td>Respiration</td>
<td>1824</td>
<td>Ch 24</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 23-Apr</td>
<td>Respiration</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T 28-Apr</td>
<td>Respiration</td>
<td>18</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Th 30-Apr</td>
<td>Respiration</td>
<td>12</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>T 5-May</td>
<td>Thermoregulation</td>
<td>12</td>
<td>Ch 12</td>
<td>1PM</td>
<td></td>
</tr>
<tr>
<td>Th 7-May</td>
<td>Make-up exam [reserved]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 12 or May 14 3:30PM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Grading

Grading Scale

Please visit Canvas for grades. Grades will not be released by telephone or Email. Please note that being close to a higher grade will not earn you that higher grade (e.g., 89.49 is still a B+).

<table>
<thead>
<tr>
<th>Grade</th>
<th>% of total grade</th>
<th>How to calculate?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>≥ 92.50</td>
<td>A = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>A</td>
<td>89.50 – 92.49</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>86.50 – 89.49</td>
<td>B = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>B</td>
<td>82.50 – 86.49</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>79.50 – 82.49</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>76.50 – 79.49</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>72.50 – 76.49</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>69.50 – 72.49</td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>66.50 – 69.49</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>62.50 – 66.49</td>
<td></td>
</tr>
<tr>
<td>D-</td>
<td>59.50 – 62.49</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>≤ 59.49</td>
<td></td>
</tr>
</tbody>
</table>

A grading curve will not be used in this course

If you dispute an answer or the grading, all appeals must be submitted in writing within 48 working hours of receiving your grade. After this time, no appeals/changes in scores will be permitted.

Course grade break-up

The final grade will be determined based on the following weighted grade scheme:

<table>
<thead>
<tr>
<th>Grade item</th>
<th>% of total grade</th>
<th>How to calculate?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>20%</td>
<td>A = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>Exam 2</td>
<td>20%</td>
<td>B = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
<td>C = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>Learn Smart</td>
<td>20%</td>
<td>D = (Earned pts / Possible pts) × 20</td>
</tr>
<tr>
<td>Laboratory</td>
<td>20%</td>
<td>E = Final lab grade × 0.20</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>A + B + C + D + E</td>
</tr>
</tbody>
</table>

Lab grade break-up

<table>
<thead>
<tr>
<th>Grade item</th>
<th>% of total grade</th>
<th>How to calculate?</th>
</tr>
</thead>
</table>

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<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Online Quizzes</strong></td>
<td>20%</td>
<td>[A = (\text{Earned pts} / \text{Possible pts}) \times 20]</td>
</tr>
<tr>
<td><strong>Labs / Participation</strong></td>
<td>60%</td>
<td>[B = (\text{Earned pts} / \text{Possible pts}) \times 60]</td>
</tr>
<tr>
<td><strong>Final Lab Exam</strong></td>
<td>15%</td>
<td>[C = (\text{Earned pts} / \text{Possible pts}) \times 15]</td>
</tr>
<tr>
<td><strong>Attendance/ Participation</strong></td>
<td>5%</td>
<td>[D = (\text{Earned pts} / \text{Possible pts}) \times 5]</td>
</tr>
<tr>
<td><strong>Total [Laboratory]</strong></td>
<td>100%</td>
<td>[A + B + C + D + \text{Extra credit}^*]</td>
</tr>
</tbody>
</table>

*Lab extra credit*

1. Participation in a research study (1pt)
2. Article review (1pt)

No more than a total of 2 pts total extra credit allowed. The completed documents are due via email to your lab instructor with “EXTRA CREDIT” in the subject line on Friday of study week (May 8) before 5pm. See respective extra credit sheets for details regarding article review and research participation.

**Policies related to grading**

**Lecture exams**

- There will be three lecture exams in this class making up 60% of your final grade. All three exams will include multiple choice and true/false type questions and will be Scantron graded. The final exam will not be cumulative. The exams may also contain short answer questions (e.g. writing the steps of glycolysis or Krebs cycle).
- **Cheating:** I have a zero-tolerance policy regarding academic dishonesty. If there are any actions on your part that can support cheating, the TA or I will correct it immediately (e.g., direct you to a different seat). If the TA or I believe that they’ve caught you cheating, you will be instructed to surrender your exam and any materials suspected of being used to cheat, and asked to leave the classroom. If the evidence supports cheating on your part, I will fail you for the course. Bottom line: It’s in your own best interest and the interest of all your classmates not to even consider cheating in my classroom. Read the University’s policy on academic misconduct and copyright requirements: [https://www.unlv.edu/studentconduct/student-conduct](https://www.unlv.edu/studentconduct/student-conduct) [http://www.unlv.edu/provost/copyright](http://www.unlv.edu/provost/copyright).

- **Review of exams:** Exams will not be returned to students. The review of exams is allowed under supervision of the instructor or the instructor may provide general information related to topic areas of missed questions.

**Exam supplies**

Please remember to keep the following supplies with you:

- Writing supplies: eraser and pencil
- Calculator. If calculations are included in an exam and you do not have a calculator, you will have to complete your calculations on your exam by hand.
- Scantrons (Form No. SC882-E or 882-E or PDP-2052) numbered 1-50 on side one and 51-100 on side two.
- I will not have any of the above supplies to give out, so it is very important that you keep the supplies listed above in your car trunk or school bag.

**Exam day procedures**

- On the day of a scheduled exam, seats will be assigned by your instructors.
- You will be asked to leave your personal belongings (e.g. school bag, water bottles, caps, hats, etc.) away from the seating area. The only items you can have on your person during an exam are your pencil(s), scantron, eraser, and calculator.
• In order to avoid distractions and control for attempted cheating on exams, all electronic devices (cell phones, tablets, smart watches, laptops, etc.) must be turned-off (not on vibrate) and must be placed inside your school bag or at the front of the classroom. Any student seen openly handling an electronic device other than their calculator during an exam will be excused from the exam, receive a grade of zero for that exam, and will be unable to take the exam at any other time. There are no exceptions to this course policy on electronic devices during an exam. The safest option would be to confirm that your electronic devices are turned off prior to entering the lecture hall and putting them in your bag in the designated area of the classroom.

• If necessary, you must use the restroom before the exam period begins. A student may not leave the room to use the restroom and then return to finish taking their exam.

Make-up policy for missed exams/labs

• In applying the guidelines below, students are strongly encouraged to use their judgment about the time they need and can afford to take given their academic responsibilities and goals. Similarly, students should use their discretion about the need to take more extended time through mechanisms such as incomplete grades and withdrawals.

• Any request for make-up exams, labs, etc. MUST be made in person with a filled out “Make-up exam Form” available in Canvas. There are no exceptions to this policy. We will not respond to any requests over email except to request that you appear in person with the form.

• In fairness to the majority of students that are prepared to take exams on the designated dates, make-up exams/labs eligible for full credit will only be offered under the very limited circumstances listed below:
  ● University athletes with conflicting competition schedules (see UNLV catalog, “Policy for Missed Work”).
  ● Attendance at a professional conference where you are scheduled to present your research.
  ● Funeral leave in the event of death of an immediate family member (i.e. parent, sibling); up to five consecutive business days.
  ● Sudden illness requiring hospitalization or an urgent care visit.
  ● Surgery scheduled prior to the start of the semester that cannot or should not be rescheduled due to serious health concerns.
  ● Observatory of a religious holiday (see University policy below)

• In the case of a planned absence (e.g. scheduled surgery or professional conference attendance), you are required to give the instructor at least two weeks advanced notice.

• University athletes must meet with the instructor to report any competitive obligations that conflict with the course schedule no less than one week prior to the date of the planned absence.

• Students needing an exception for a religious holiday must notify the instructor within the first 14 calendar days of the semester.

• In the case of an unforeseen event (e.g. hospitalization), you or a family member are required to contact the instructor within 48h.

• We cannot make up a missed maximal exercise test lab. In the event this lab is missed and the student cannot be accommodated in any other section, it may be dropped from the final lab score only if the reason for missing meets the list of extenuating circumstances listed above.

• Exceptions to the policies listed above are possible when circumstances not meeting the definitions listed above result in missing an exam or a lab or turning in a lab late. In those cases, make up exams and labs may still be possible during study week but will result in a 10% reduction in grade for that exam/lab provided you notify your instructor within 48h of the event. For example, if your grade is 90%, you will be given 90 – 10 = 80% grade on that exam/lab.
• There is only one week (study week) to take any and all make-up exams and labs. Please convince your lab partner or bring a friend with you for your make-up lab. The instructor is not responsible for finding a participant for you to practice your missed skill and failure to bring a participant will result in forfeiture of points for that lab.
• Missing the final exam: If you miss the final exam, it will be made up by end of day Friday of finals week. It is your responsibility to contact the instructor within 24 hours, explain why you missed the exam, provide proof to support your absence (or take the 10% grade reduction), and schedule the make-up exam.
• In all cases requesting full credit, students requesting a make-up exam or lab will be required to submit proof to support the absence. If no proof is provided, there will be a 10% grade reduction.
• The final decision to give a student a make-up exam or lab will be at the discretion of the instructor. The instructor maintains the right to deny a request for a make-up exam/lab.

Make-up policy for missed online assignments
Since online work is available from the start of the semester and can be completed at any time and is in fact completed on time by majority of students, policies for missed online assignments are different from the policies of the missed exams/labs. Missed online assignments will never be eligible for full credit no matter the reason for missing. It is in your best interest to complete the online assignments with PLENTY of time to spare. Below are policies for missing different types of online assignments in this class:
• Learn-Smart Homework: If you miss any online homework, the best thing to do is to complete it anyway. You will receive 50% credit on the completed work only if you complete it before Friday May 8th at 5PM. Emails about missed Learn Smart homework assignments will not receive any response. The points will be added during finals week by your professor and an announcement will be made to check your grades. If you notice a problem at this time, please email your professor.
• Pre-test exams: Your grade will reduce by 10% for each day that the pre-test exam is past the due date.
• Lab Quizzes. If you miss the deadline on a lab quiz and make it up within 1 week, you will get a 2 pt reduction on the grade of that quiz. After that, you will receive a zero on the quiz and will not be able to make it up.

General lecture policies
1. In general, students who have successfully completed KIN 391 exhibit the following key behaviors:
   • They arrive to scheduled class meetings on time.
   • They invest as much time in studying the material as is necessary to understand concepts and remember facts.
   • They read the assigned chapter before coming to class (i.e., complete the Learn Smart assignment to 100% competence)
   • They take good notes and watch posted Panopto videos to supplement their reading of the textbook.
   • They don’t skim the material. They learn the details. They also make flash cards or maintain a list of all the vocabulary, definitions, and content-specific questions.
   • They let us know right away when they’re not clear about a question or concept.
   • They actively participate in a study group or schedule regular meetings with successful classmates to reinforce knowledge and understanding.
• They take full advantage of the learning tools (e.g. Learn Smart, office hours, review sessions, tutoring, etc.) available to each student in the course.
• They learn from mistakes and respond to disappointment with extra effort.
• They take responsibility for their own grade; I don’t give you a grade, you earn a grade.

2. **Key behaviors of students who do not successfully complete KIN 391 are:**
   • They arrive late to class or miss class entirely and don’t watch the Panopto videos.
   • They study most of the material for an exam during the last few days or hours before an exam (i.e. “cramming”).
   • They attend to other matters in class (e.g. working on assignments for a different course, shopping online, etc.) instead of being mentally present and taking meaningful notes during lecture.
   • They try to accomplish too much (e.g. 15 course credits + a 40-hour work week + travel) and that makes it impossible to invest time in this course.
   • They do not take full advantage of University and course tools and resources.
   • They rarely ask questions or ask for help.
   • They blame others (e.g. instructor, teaching assistant) for their poor results.
   • They engage in academically dishonest behaviors (i.e. cheating).
   • They respond to disappointment by lowering their effort or giving up.

2. Lectures in this course will be recorded and uploaded to Canvas under the “Panopto” link. Please take advantage of these videos to enhance your learning experience and revisit difficult concepts.

3. **Pre-test exams** in your Connect course online contain questions from previous exams given in this class and are thus an excellent resource for testing your knowledge. These are timed exams, but they are also open-book and open note. You have three attempts and the best score is accepted. Since questions come from a large pool, please plan to take all three attempts and be exposed to as many questions as possible. Keep a note of what you get wrong or what you are unsure of so you can go back and review that section of the book or listen to that part of the lecture in Panopto or review the appropriate slides.

4. Any correspondence or discussion about your grades or performance is private and confidential. This information is not to be discussed with your classmates.

5. Cell phones, tablets, and other e-media are not permitted for use in class without prior permission, unless they are being used to take notes. You will be asked to leave class if I feel your behavior is disruptive to my teaching or the learning of other students.

6. Office hours are not scheduled during holidays, final exam week, and semester breaks. Occasionally, additional professional obligations may prohibit me from being present during posted office hours. If so, send me an email, leave me a message, or return at another time.

**General laboratory policies**

1. Students are expected to contact their lab TA and not their lecture professor for all lab related questions. The TA will consult with the lecture instructor as needed. Emails to your lecture professor about lab related questions will not be answered or acknowledged. If your lab TA has not responded within 72 hours of receiving your email, you can email the lecture professor by forwarding this email (with the time stamp) and you will receive a response.

2. Labs are expected to last the entire scheduled period; please do not expect to leave early.

3. Students are expected to listen to the power-points and take good notes, read the lab handout, and print out data sheets and bring them to lab.
4. Exercise clothing and footwear must be worn for all labs. Many labs involve an exercise component and appropriate clothing is essential. You may be asked to leave if you arrive in flip flops. If you are asked to leave, you will lose points for that particular lab and no make-up lab will be offered.

5. Unprofessional behavior will be NOT be tolerated. If you are asked to leave for unprofessional behavior, you will lose points for that particular lab and no make-up lab will be offered.

6. Data collection sheets are due the following scheduled lab period at the beginning of class in hard copy form. See lab schedule for details. Late labs turned in within 48 hours after due date/time will earn a 10% reduction (on a 10pt lab, this would mean a 1pt reduction from your earned grade). Emailed labs will earn a ZERO grade. Late labs turned in 48 hours after due date/time will also earn a ZERO grade. You have one week to inquire about points or to ask questions about that week’s graded lab. After this period, there will be no adjustments to lab scores. Inquires must be made in person and are HIGHLY encouraged because we would like you to fix your mistakes in future assignments.

7. Attendance / Participation: Attendance is mandatory and recorded at each lab. You must come to the lab that you registered for. Attendance and participation is worth 5% of your lab grade. There are 12 scheduled meetings during the semester. Attendance will be taken at each meeting. At the end of the semester, you will receive 12 points (100%) if you were punctual, present, and engaged at all meetings. Points will be deducted for absences (1pt), tardiness (0.5pt), or lack of participation/interest in the lab activities (0.5pt) per meeting.

8. Absence Policy: Not showing up for lab is an automatic zero on that lab assignment, unless arrangements are made to make it up; see make-up policy above for details. Any assignment you needed to turn in on that day will also be graded as late (10% reduction in grade if turned in within 48h) or as zero if turned in >48h later unless you make arrangements to turn it in through a friend on time or turn it in early. Early submissions can be turned in to your lab instructor at their respective offices.

9. Online quizzes and exams: You have two attempts for each online quiz with your best score being accepted as the final score. The questions will come from a pool, so it is best to take both attempts. For the lab final exam, you also get two attempts, but the last attempt will be saved as your final score (and not the best attempt). Keep this in mind so if you get a full score in your first attempt, don’t try to take a second attempt. For the lab final, if the screen hangs, you can refresh it and continue taking the exam. All lab quizzes and exams online are timed and open-book/notes. You will see all policies and time limits on the screen before you start the quiz/lab.

You are responsible for ensuring your personal computer and your personal internet connection is reliable if you attempt any of the assignments on an internet server other than the one here at UNLV. We cannot verify the legitimacy of any technical issues when you log in off-campus. We will NOT reopen quizzes or allow you to make them up if your access stops with an off-campus connection for any reason. If you were on campus, please call OIT and get proof of server problems before contacting us.

10. E-mail communication can only be via our assigned REBELMAIL accounts. This is university policy. Do not send emails from your personal email account. You may expect a response within 3 working days. The only questions that will be answered via email are those that are short and specific or deal with setting an appointment. Questions about points or lab content will not be discussed in emails, especially questions that refer to answers to questions in an assignment. Make an appointment for a one-on-one discussion for conceptual questions. Please use all resources available to you; your classmates, google, lab materials, syllabus, and textbook.

11. Lab assignments: Pay close attention to the accuracy of your measurements and make sure to include appropriate units for your measurements. Staple all sheets of your lab before turning
them in. Data sheets must be neat and legible. No scratch-outs, arrows, or miscellaneous writing. For Graphs/Tables, connect all points on graphs (Use a straight edge when necessary) and label your axes. When using excel for figures, please review the YouTube video links to learn how to plot data. Showing your work for mathematical calculations is helpful so we can see where you made any mistakes. Math calculations can be placed on the data sheet where indicated or included on a separate sheet. Use uploaded conversion tables for any conversions. For any values used to calculate answers, take the decimal out as far as you can. Final answers should be rounded to the nearest hundredths place.

12. You are expected to have a basic knowledge of algebra, unit conversion, and order of operations. Please seek tutoring help or contact your TA if you need help with mathematical problems.

University policies
Academic Misconduct
Academic integrity is a legitimate concern for every member of the Campus community; we all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility, and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy, and are encouraged to always take the ethical path whenever faced with choices. Students enrolling at UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s educational mission. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another person, from the Internet or any other source without proper citation of the sources. See the Student Conduct Code, https://www.unlv.edu/studentconduct/student-conduct.

Auditing Classes
Auditing a course allows a student to continue attending the lectures and/or laboratories and discussion sessions associated with the course, but the student will not earn a grade for any component of the course. Students who audit a course receive the same educational experience as students taking the course for a grade, but will be excused from exams, assessments, and other evaluative measures that serve the primary purpose of assigning a grade.

Classroom Conduct
Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the rights of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or potentially disruptive devices or activities, are only permitted with the prior explicit consent of the instructor. The instructor may rescind permission at any time during the class. If a student does not comply with established requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop of the student from the course.

Copyright
The University requires all members of the University Community to familiarize themselves with, and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The University will neither protect nor defend you, nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional copyright policy information is available at http://www.unlv.edu/provost/copyright.
Disability Resource Center (DRC)
The UNLV Disability Resource Center (SSC-A, Room 143, https://www.unlv.edu/drc, 702-895-0866) provides resources for students with disabilities. Students who believe that they may need academic accommodations due to injury, disability, or due to pregnancy should contact the DRC as early as possible in the academic term. A Disabilities Specialist will discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours, so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Final Examinations
The University requires that final exams given at the end of a course occur on the date and at the time specified in the Final Exam schedule. The general schedule is typically available at the start of the semester, and the classroom locations are available approximately one month before the end of the semester. See the Final Exam Schedule, https://www.unlv.edu/registrar/calendars.

Identity Verification in Online Courses
All UNLV students must use their Campus-issued ACE ID and password to log in to WebCampus.

UNLV students enrolled in online or hybrid courses are expected to read and adhere to the Student Academic Misconduct Policy, https://www.unlv.edu/studentconduct/misconduct/policy, which defines, “acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment” as a form of academic misconduct. Intentionally sharing ACE login credentials with another person may be considered an attempt to use a substitute and could result in investigation and sanctions, as outlined in the Student Academic Misconduct Policy.

UNLV students enrolled in online courses are also expected to read and adhere to the Acceptable Use of Computing and Information Technology Resources Policy, https://www.it.unlv.edu/policies/acceptable-use-computing-and-information-technology-resources-policy, which prohibits sharing university accounts with other persons without authorization.

To the greatest extent possible, all graded assignments and assessments in UNLV online courses should be hosted in WebCampus or another UNLV-managed platform that requires ACE login credentials for access.

Incomplete Grades
The grade of “I” (Incomplete) may be granted when a student has satisfactorily completed three-fourths of course work for that semester/session, but cannot complete the last part of the course for reason(s) beyond the student's control and acceptable to the instructor, and the instructor believes that the student can finish the course without repeating it. For undergraduate courses, the incomplete work must be made up before the end of the following regular semester. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the period indicated, a grade of “F” will be recorded, and the student’s GPA will be adjusted accordingly. Students who are fulfilling an Incomplete grade do not register for the course, but make individual arrangements with the instructor who assigned the “I” grade.
Library Resources
Librarians are available to consult with students on research needs, including developing research topics, finding information, and evaluating sources. To make an appointment with a subject expert for this class, please visit the Libraries’ Research Consultation website: http://guides.library.unlv.edu/appointments/librarian. You can also ask the library staff questions via chat and text message at: http://ask.library.unlv.edu/.

Missed Classwork
Any student missing class, quizzes, examinations, or any other class or laboratory work because of observance of religious holidays will be given an opportunity during that semester to make up the missed work. The make-up opportunity will apply to the religious holiday absence only. It is the responsibility of the student to notify the instructor within the first 14 calendar days of the course for Fall and Spring courses (except for modular courses), or within the first 7 calendar days of the course for Summer and modular courses, of their intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit the Policy for Missed Work, under Registration Policies, on the Academic Policies webpage, https://catalog.unlv.edu/content.php?catoid=6&navoid=531.

In accordance with the policy approved by the Faculty Senate regarding missed class time and assignments, students who represent UNLV in any official extracurricular activity will also have the opportunity to make up assignments, provided that the student provides official written notification to the instructor no less than one week prior to the missed class(es).

The spirit and intent of the policy for missed classwork is to offer fair and equitable assessment opportunities to all students, including those representing the University in extracurricular activities. Instructors should consider, for example, that in courses which offer a “Drop one” option for the lowest assignment, quiz, or exam, assigning the student a grade of zero for an excused absence for extracurricular activity is both contrary to the intent of the Faculty Senate’s policy, and an infringement on the student’s right to complete all work for the course.

This policy will not apply in the event that completing the assignment or administering the examination at an alternate time would impose an undue hardship on the instructor or the University that could reasonably have been avoided. There should be a good faith effort by both the instructor and the student to agree to a reasonable resolution. When disagreements regarding this policy arise, decisions can be appealed to the Department Chair/Unit Director, College/School Dean, and/or the Faculty Senate Academic Standards Committee.

For purposes of definition, extracurricular activities may include, but are not limited to: fine arts activities, competitive intercollegiate athletics, science and engineering competitions, liberal arts competitions, academic recruitment activities, and any other event or activity sanctioned by a College/School Dean, and/or by the Executive Vice President and Provost.

Rebelmail
Rebelmail is UNLV’s official email system for students, and by University policy, instructors and staff should only send emails to students’ Rebelmail accounts. Rebelmail is one of the primary ways students receive official University communications, information about deadlines, major Campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the University. Emailing within WebCampus is also acceptable.
**Tutoring and Coaching**

The Academic Success Center (ASC) provides tutoring, academic success coaching, and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, please visit the [ASC website](https://www.unlv.edu/asc), or call 702-895-3177. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of SSC A, Room 254. Drop-in tutoring is located on the second floor of the Lied Library, and on the second floor of the College of Engineering building (TBE A 207).

**UNLV Writing Center**

One-on-one or small group assistance with writing is available free of charge to UNLV students at the [Writing Center](https://writingcenter.unlv.edu/), located in the Central Desert Complex, Building 3, Room 301 (CDC 3–301). Walk-in consultations are sometimes available, but students with appointments receive priority assistance. Students may make appointments in person or by calling the Center, 702-895-3908. Students are requested to bring to their appointments their Rebel ID Card, a copy of the instructions for their assignment, and two copies of any writing they have completed on their assignment.

**Diversity Statement**

As an institution of higher learning, UNLV represents a rich diversity of human beings among its faculty, staff, and students, and is committed to aspiring to maintain a Campus environment that values that diversity. Accordingly, the University supports understanding and appreciation of all members of its community, regardless of race, sex, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, gender, gender identity, marital status, pregnancy, genetic information, veteran status, or political affiliation. Please see [University Statements and Compliance](https://www.unlv.edu/about/statements-compliance).

A successful learning experience requires mutual respect and trust between the students and the instructor. Accordingly, the instructor asks that students be willing to listen to one another’s points of view, acknowledging that there may be disagreements, keep discussion and comments on topic, and use first person, positive language when expressing their perspectives.


**Note:** This is a tentative syllabus. As the course instructor, I reserve the right change it at my discretion. I will make every attempt to notify the class in advance of any proposed changes.