

Anthropology 301 Spring 2011 (unique no. 31060)

Introduction to Physical Anthropology (Self-Paced)

COURSE WEBSITE: <http://www.utexas.edu/courses/phisanthro/>

Mandatory orientation meeting: 18 January, 4 – 5pm JES A121A

PLEASE READ THIS SYLLABUS CAREFULLY AND ENTIRELY. YOUR SUCCESSFUL COMPLETION OF THIS COURSE DEPENDS UPON YOUR KNOWLEDGE OF THE INFORMATION CONTAINED IN THIS SYLLABUS!!

Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 471-6259.

COURSE E-MAIL ADDRESS: sp301@uts.cc.utexas.edu

Include your last name and your UT EID in the "Subject" field of the email message.

INSTRUCTOR: Dr. John Kappelman. Office Hours: W 11am -12 pm in SAC 5.160, or by appointment; office telephone: 471-0055

TEACHING ASSISTANTS: Brett Nachman, others TBA. Office hours are held in SAC 5.112 during review hours (see page 7 of this syllabus).

INTRODUCTION: This course is designed as an introduction to the study of physical anthropology. During the semester you will investigate numerous and diverse subjects including modern evolutionary theory, sexual reproduction, human genetics, biological variation in populations of modern humans, mammalian phylogeny, primate behavior, biology, and ecology, the fossil record of primate and human evolution, and archaeology. The diversity of these topics will illustrate how the different areas of physical anthropology are integrated and will offer you an understanding of the place of humans in the world.

To successfully complete this course, **the student must be able to learn the material without the benefit of a lecture and laboratory session.** The only meeting of the course is the initial orientation meeting. Students are responsible for setting their own proper study pace for the course, but must comply with **due dates** for the exams and assignments. This class is not less time consuming than other classes, but it permits the student some latitude in arranging their study and testing schedule. The course may be completed before the end of the semester by working in a more concentrated manner and testing before the due dates. Any student who has not completed the first exam and first three labs by their due dates will receive zeros for these assignments.

As with any course, all of the work submitted in this course must be that of each individual student. Students **ARE NOT** permitted to collaborate in the completion of laboratory assignments by sharing answers, nor are they permitted to assist each other by sharing questions or answers from the examinations. Any violation of this policy will be treated as cheating and will be referred to UT's office of student judicial services for investigation and disciplinary action. Students will be required to sign a policy compliance statement at the beginning of the semester which states that they agree to follow these rules and understand the serious nature of any violation.

REQUIRED TEXTBOOKS: The following materials are required for the course:

•*Essentials of Physical Anthropology*, Jurmain, Nelson, Kilgore, & Trevathan, 2009, 7th edition (new and updated). **NOTE:** the title and cover of the 3-ring binder version of the book for this course are different from the book that is used for the lecture version of Ant 301. Be sure to purchase the correct book!

•*Virtual Laboratories for Physical Anthropology*, Kappelman, 2007, Version 4. Labs are on-line with a student pass code that is included with the book. The log-in site is: <http://west.ilrn.com/ilrn/authentication/welcome.do>

REQUIREMENTS: The requirements for this class include:

1) **Ten** computer exams based on readings from the textbook, *Essentials of Physical Anthropology*. All ten exams based on the textbook are completed in the Physical Anthropology Computer Lab (SAC 5.112). Sign-up sheets for reserving testing times are available on a bulletin board outside the classroom (SAC 5.112). There are **DEADLINE DUE DATES** for these exams. See page 4 of this syllabus for deadlines.

2) **Twelve** lab assignments are based on the *Virtual Laboratories for Physical Anthropology*. Again, these assignments have **DEADLINE DUE DATES**. The assignment is completed by downloading each assignment from the course website and then emailing the file to the course email address as an attachment. See page 6 of this syllabus for the deadlines and detailed instructions.

The Virtual Laboratories assignments are completed via the web on PC-compatible computers running Windows. **Do not try to complete your assignments on a Macintosh computer.** The 12 lab assignments are available for downloading from the course web site. The Undergraduate Student Microcomputer Facility (SMF: Flawn Academic Center, FAC 212) has a large number of computers available for use by undergraduates. If you do not already have an account there, it is strongly recommended that you set one up so that you can use these computers. We do not recommend using public computer clusters other than the Undergraduate Student Microcomputer Facility. You must know how to send an attached document using your UT email address.

3) **A valid UT email address is required for submission of the twelve Virtual Lab assignments** (see #2 above and page 6 below). If you do not already have a UT email account, you can sign up for one by going to <http://www.utexas.edu/computer/email/> **Students who have used non-UT email accounts (including Hotmail, Yahoo, AOL, and Gmail) to submit their lab assignments have experienced numerous difficulties.**

4) Students must complete a “**Check Status**” four times during the semester. **Check Status** is done in the testing lab and shows you your progress and grade in the course up to that date. You may **Check Status** during testing lab hours as frequently as you like, but you are **required** to Check Status on at least four occasions:

- a) You **must** Check Status after completing **Exam 2** and **Lab Assignment 3** but **no later than 11 Feb**, and before you proceed to Exam 3 or Lab 4.
- b) You **must** Check Status again after completing **Exam 5** and **Lab Assignment 6** but **no later than 11 March**, and before you proceed to Exam 6 or Lab 7.
- c) You **must** Check Status after completing **Exam 7** and **Lab Assignment 9** but **no later than 8 April**, and before you proceed to Exam 8 or Lab 10.
- d) You **must** Check Status again after completing **Exam 9** but **no later than 29 April**, and before you proceed to Exam 10.

Course Website: <http://www.utexas.edu/courses/physanthro/>

The course website is designed to aid you in completing the course. It is strongly suggested that you visit the site frequently and at least weekly to view any announcements posted to the bulletin board. In addition to the complete syllabus, the website contains links to interesting sites related to physical anthropology. Most importantly, the class web site also allows you to complete your Virtual Lab assignments for the email submission as an attachment.

We only use the Blackboard course manager for posting a copy of the syllabus for this course

EXAMS

All information in the Jurmain et al. textbook is considered fair game for the exams. Be sure to read all of the material carefully, including figures and the "boxes" which highlight certain important historical and scientific events. In order to answer some of the multiple-choice questions, you will be required to work Punnett squares (Mendelian genetics), complete phylogenies and timelines, and identify bones and features in figures and plots.

The testing lab opens on 27 January 2010

A WORD OF CAUTION: exam deadlines fall on Fridays. It is best to complete testing earlier in the week before the Friday deadline because of potential overcrowding on Fridays. Unless you have reserved a testing time slot in advance, you will NOT BE ABLE TO COMPLETE AN EXAM ON FRIDAY.

EXAMS MUST BE TAKEN IN NUMERICAL ORDER!

Chapter numbers are those from the Jurmain et al. textbook (2009) 7th edition as noted above.

When you arrive to take an exam, **you must have your UT student ID card. No exams will be given to students without a UT ID card.** Your ID card will be checked against the class roster prior to taking the exam. **Studying is not allowed in the testing room.** Books and notebooks are not permitted in the testing area, and students are not permitted to copy down any questions from the exams. The TA will provide scratch paper if needed to work any problems, but the scratch paper must be returned to the TA when the student finishes the exam. Exams will be taken on Windows workstations located in SAC 5.112 during posted testing hours only.

You should sign-up on the sheets posted on the bulletin board outside SAC 5.112 to reserve a computer for a specific testing time. **You may sign up for one slot only. If you sign up for multiple slots on one day, you will be removed from ALL slots and not be permitted to test on that day. A second test is permitted on a walk-in basis only, but is not permitted on deadline days.** Students who reserve testing slots receive priority for that testing time over walk-in students. This is an especially important distinction near deadline dates because no walk-ins are allowed during Friday testing hours. **Only students who sign up in advance will be allowed to test during Friday testing hours.** In order to expedite your time, it is strongly recommended that you sign up for testing times on other days of the week.

Since exams take approximately 10-15 minutes to complete, the last login time for an exam is fifteen minutes before the end of each testing period. Do not drop by 5 minutes before the end of the testing period and expect to test – you will not be seated for an exam. Remember, your **time is limited.** Because no extra testing hours can be added at the end of the semester, it is in your best interest to plan a weekly schedule and stick to it. **We cannot reschedule testing times if the testing periods conflict with your classes.** If you have scheduling conflicts with the testing times given below, you either need to drop the course that conflicts, drop this course, or rearrange your work/course schedule.

EXAM SCORING: Each exam is made up of 15 questions worth 1 point each for a maximum score of 15. You may **retake** each exam once, and the higher of the two scores will be counted toward your grade. No two exams are identical because the questions in each exam are randomly selected from a large pool of possible questions. There is, therefore, no advantage to purposefully underperforming on an exam with the intention of previewing the questions before trying a second "serious" attempt.

EXAM REVIEW PROGRAM: There is an exam review program that permits you to view the results of your exam. It is strongly recommended that you use the review program to review your first attempt of an exam, and you can only do this during Review Hours. **You are permitted to review one time only.** All exams (first take and second retake) are subject to the calendar of due dates and must be completed in numerical order.

If you choose to take an exam twice, both attempts of the exam must be completed before you can move on to the next exam, and completed by the deadline. **ALL EXAMS MUST BE COMPLETED IN NUMERICAL ORDER.** Do not wait until the deadline day to complete the exam because you may find that there are no testing slots available. You will receive "zeros" for any exams that you have not taken. You can check the reservation sheets posted outside SAC 5.112 for computer availability. **SIGN UP EARLY!**

EXAM DEADLINES: Be sure to note the "DEADLINE DATE" column in the table below. It is NOT possible to take an exam after the date indicated, other than in **exceptional** cases documented by a medical excuse or family death. Deadlines for the **Check Status** dates are also listed below.

The last page of the syllabus has a table of Exam and Lab Deadline Dates that is suitable for framing on the wall above your desk!

If you wait to begin testing until after the first deadline date, you will have little flexibility in scheduling your exams.

BEGIN TESTING EARLY and keep a cushion of time between the deadlines if you want to take advantage of testing flexibility.

Exams are scored and the results are recorded by the computer immediately upon completion of each exam. **You are strongly encouraged to record your exam scores** in the "Record Keeping" section at the end of this syllabus for your own information.

EXAMS MUST BE TAKEN IN NUMERICAL ORDER!

VIRTUAL LABS: Each Virtual Laboratory will require about 60 minutes to complete, and can be worked through as many times as the student desires. Students are encouraged to take notes when they are working on the virtual labs. The Virtual Labs are accessed at an on-line site with a pass code that is supplied with your textbook. This site works on both Windows and Macintosh platforms with your web browser.

The Virtual Labs also have a new pull-down menu item called "Virtual Quizzes" that permits you to take practice quizzes at the Cengage Publishing Company's web site. **PLEASE NOTE:** even though these labs provide you with the option to email your results to the instructor, these practice quizzes will not count as the Virtual Lab assignments. **DO NOT EMAIL LAB ASSIGNMENTS TO US FROM THE ON-LINE VIRTUAL LABS' PULL-DOWN MENU!!** (This feature is used by instructors at other universities who also use the Virtual Labs.)

VIRTUAL LAB ASSIGNMENTS on the course web site: The lab assignments can be downloaded from the course web site, and consist of a series of questions that can be answered as you work through the different sections of each of the 12 Virtual Labs. These exercises should be treated as open book assignments but you must complete the work on your own *without* assistance from other students. They are completed in the following manner:

Download the assignment for the lab you are going to complete onto your hard drive from the course web site "Download Lab Assignments" link. The assignments for each lab are in the "pdf" file format. It is probably easiest to simply print out a copy of the assignment and use this hardcopy to record the answers to the questions.

As you navigate through each Virtual Lab, be sure to read the various sections, view the video clips and animations, and complete the virtual lab exercises and brief quizzes. While going through the Virtual Lab, you will encounter information regarding the questions on the lab assignment that you downloaded from the course website, and you can answer them at this time. (You will find all of the answers to the questions in the Virtual Labs.) Once you have completed the lab and answered all of the questions on the downloaded assignment, you should double-check all of your answers for correctness.

Be sure to save the hard copy of your completed assignment with your completed answers for each particular Virtual Laboratory.

Now you are ready to begin the process of submitting your lab assignment answers on-line.

We upload your name and UTEID to the web site to provide you with access, and this may take a day or so for us to complete. If you are late in enrolling for the class, please let us know so we can add you.

Use a Windows computer with Internet access (preferably in the Undergraduate Student Microcomputer Facility (SMF), Flawn Academic Center, FAC first floor). Go to the course web site, <http://www.utexas.edu/courses/physanthro/>, and then select the link, "Submit Lab Assignments." **Be sure that you use the MS Internet Explorer web browser to submit your assignments; other web browsers have proven to be unstable platforms with this program.**

If this is your first time submitting a lab assignment, you will need to download the Macromedia Web Player (Authorware Web Player) from the link provided on the screen. Downloading from the Macromedia web site using a modem may take up to 30 minutes. Please be patient. Note that if you are submitting your lab assignments on a campus computer at the Student Microcomputer Facility, you will need to download the Macromedia Authorware Web Player each time you log on to the computer.

Use the mouse to click on the "Vexams" screen. Once the screen opens, click the left hand mouse button, type in your UTEID, and press Enter. After verifying that your information is correct, click the "Yes" button (or click the "No" button to start over), and **place the cursor on the slider bar at the right (that is, "grab" the rectangular slider with the mouse cursor) and "drag" it downward in order to scroll** through the labs and choose the assignment that you would like to complete. You may work on any of the labs listed, but you may submit each lab only once, and they must be submitted in numerical order. It may take a moment for some of the multimedia media to load so be patient. Follow the instructions and answer all of the questions. Having the hard paper copy of your already completed lab assignment permits you to simply transpose your answers to the computer.

Once you have completed the assignment, **SAVE** the file you have created to your desktop, hard drive, flash memory stick, pen drive, a formatted floppy, etc. in the same way that you keep a copy of any of your electronic assignments. The file name that the Authorware Web Player generates will include your UT EID and the extension ".vex". Be sure to remember where you have saved it. This way, if there are any problems during your lab submission process, you will have the file ready and available to resubmit!

Now you are ready to e-mail your completed lab file as an attachment to us at the course email address. Open your email program and send this file by email as an **attachment** to: sp301@uts.cc.utexas.edu The subject line of this email should be titled "(Your EID) Lab Report." You must know how to send an attachment with an email in order to complete this step. If you don't know how to do this, look at the "Help" section of your email program. Note that if you first "browse" to find your VEX file, you must then also "attach" the file to the message before you send it!

Be sure to save the electronic copy of your assignment file. If you saved to a floppy disk, just be sure to save the floppy. If you saved to a hard drive (same as the desktop) of a SMF computer, you will want to burn the file onto a CD or save it to a memory stick because the file will be erased once you log off the SMF computer. The file will have a ".vex" extension. If

you have a problem emailing your attachment to us, we will need to see you copy of the lab in order to verify that you completed it by its due date.

If you experience any difficulties, please contact a TA for assistance. Be sure to record the type of computer you are using, the operating system and browser, and details about the sort of problem you experienced.

Unlike exams, answers to your lab assignments can only be submitted once. All lab assignments are also subject to a calendar of deadline dates and must be completed in numerical order. Lab Assignments total 12 in number are worth 5 points each, for a total of 60 points.

Virtual Laboratory Assignments Deadlines

The due dates for the Lab Assignments are listed above. Students are, however, *strongly* encouraged to submit their answers to their completed lab assignments well *before* the due date. If a student waits until the due date, it is possible that s/he will experience slow connections to the assignment software over the web. Assignments not completed by the due dates will be given a grade of zero.

TESTING HOURS: Exams and the review of exams and lab assignments are given in 15-minute blocks in SAC 5.112. You are permitted to review each exam one time only.

Hours to be announced (available every day of the week with some evenings)

EXAM REVIEW AND TA CONSULTATION: Depending upon the number of questions missed in the first of your two attempts to pass an exam, the Exam Review program can take from 5 to 10 minutes to complete. The review is given in the testing room, SAC 5.112 **during review hours only**. *You are permitted to review each exam one time only*. Questions about material in the textbook or Virtual Lab can be answered by one of the TAs during the review hours and not during testing hours.

CHANGES IN TEST SCHEDULE: Any changes in scheduling will be posted on the bulletin board outside SAC 5.112 and to the **Bulletin Board** on the course web site. You are strongly encouraged to check these two bulletin boards as least weekly. In addition, there is a sign-up sheet for testing times on the bulletin board outside the testing room. You are encouraged to sign up for and reserve testing times well in advance of the day when you wish to test. If you wait until the week or day of an exam deadline, you will find that few testing slots are available.

GRADING: Your course grade will be determined by summing your exam and lab assignment scores. When an exam is taken twice, the higher of the two scores is counted toward the course grade.

Your grade will be determined by your cumulative point total (150 possible points for the exams, and 60 possible points for the CD-ROM lab assignments, for a total of 210 possible points). Students taking this class on a pass/fail basis must have 125 points or more to earn a "pass."

EXTRA CREDIT: There is no extra credit. Please take full advantage of the fact that you are permitted to count the highest of two attempts on each exam toward the final grade, and that the labs are take home assignments.

CHEATING: Students who cheat not only cheat themselves but also cheat other students in the course and the University. This course has a zero tolerance policy for cheating. Any student found cheating will be directed to the appropriate University authorities. See <http://deanofstudents.utexas.edu/sjs/> to review the UT policy.

Students *ARE NOT* permitted to write down exam questions or answers to the exam questions. Anyone found copying exam questions and/or answers or sharing this information with another student will be subject to disciplinary action. Students *ARE NOT* permitted to discuss the content of the exams with each other.

Students *ARE NOT* permitted to discuss or share laboratory assignments and answers with other students; *ARE NOT* permitted to collaborate on the completion of these assignments; and *ARE NOT* permitted to submit assignments for one another.

Any questions about lab assignments and exams should be directed to the professor and teaching assistants, *NOT* to your fellow students.

OTHER ISSUES: Extensions and Incompletes and Drops

SANCTIONED UNIVERSITY ACTIVITIES, ILLNESS OR FAMILY-RELATED EMERGENCIES: These issues will be dealt with on a case-by-case basis. If some other scheduling conflict arises from work or other issues that will cause you to

miss a deadline, please inform us as early as possible so we can assess the legitimacy of the problem and make the necessary arrangements. Whatever the case, full documentation will be required. If you do not tell us ahead of time, it is very unlikely that you will receive permission to make up any missed work.

Permission to make up missed exams or assignments, or to receive an incomplete or a drop, will be dealt with on a case-by-case basis, and requires a medical excuse documented by a letter from your doctor, or a family death documented by an obituary or death certificate. The request, consisting of supporting documentation and a completed Extension Permission Request Form (available in SAC 5.112) must be submitted to Dr. Kappelman for consideration.

INCOMPLETES AND DROPS: An incomplete can generally only be granted for a serious medical condition as documented by a letter from your doctor. In only exceptional cases are other excuses considered legitimate grounds for an incomplete. We strongly advise you to finish the course as early as possible and thereby avoid any last-minute problems. If you find that you are unable to complete the course work, you may obtain a **drop** with a "Q" grade if you file the appropriate paperwork from your dean's office by the university deadline.

It is your responsibility to finish the course on time!

IMPORTANT DATES AND DEADLINES TO REMEMBER:

18 January: Mandatory orientation meeting, JES A121A 4 – 5pm

21 January: Last day of official add/drop period

27 January: First day Exams are available in the computer lab

2 February: Twelfth Class Day

14-19 March: Spring break

28 March: Last day a student may with dean's approval, withdraw or change pass/fail status

5 May: ALL LAB ASSIGNMENTS DUE BY MIDNIGHT (no exceptions)

6 May: LAST DAY OF TESTING (no exceptions)

Ant 301 SP Scores

Name _____

Record your scores in the tables below so that you know your scores and point totals:

EXAMS

Total Exam Points

VIRTUAL LAB ASSIGNMENTS

Total Lab Points

PRINT OUT THIS PAGE AND POST IT WHERE YOU CAN REFER TO IT

Ant 301 (31060) Intro to Physical Anthropology Self Paced Spring 2011

Exam content from Jurmain et al. (2009) *Essentials* (7th edition textbook)

Laboratory content from Kappelman (2007) *Virtual Laboratories* (online access)

Testing and Review Hours: hours to be announced

