

Biology - Mrs. McCargar

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Welcome to Biology!! Below is a list of information you will need to be aware of in this course, with details on classroom procedures, my grading policy, and other information pertinent to the course.

Books, Notebooks and Other Supplies

The textbook we will use for this course is called Modern Biology. We will be working out of this book quite a bit, but we will also be using a lot of handouts, worksheets, etc. As a result, it would be a good idea for you to have a folder or notebook in which to keep your papers.

Grading Policy

I will calculate your overall grade based on the following percentages:

Daily work:	15%
Labs/Activities:	25%
Quizzes:	15%
Tests:	45%

Daily Work

If you turn work in on time, you have an opportunity to receive full credit for the assignment. Any late work will automatically receive half credit, and you must turn in your work prior to the unit test.

Labs

You will be required to complete many labs during the course of the semester. In some cases you will work with one other partner, and in some cases you will work in teams of three or four. Even though you will be working in groups, you will be turning in your own individual lab for a grade. If you turn in a late lab, you will receive only half credit. You may not use late passes on labs.

Late Passes

You will be given 2 late passes per marking period which may be used on any assignment in the "Daily Work" category. Late passes may not be used on labs or tests. The late passes are for a specific marking period, and they will allow you to earn full credit for the specific assignment. You may use a late pass up until the day of the test. After you take the unit test, you may no longer use a late pass for that unit (i.e., assignments must be turned in **prior** to the test). Once your passes are used up, any late work you turn in will receive half credit. If you have passes left over at the end of the marking period **and you have no missing assignments**, you will receive extra credit points.

Final Exam

You will have a final exam in this class which will be worth 15% of your overall final grade. The remaining 85% will be split between the two marking period grades (42.5% for each).

Unit Tests and Quizzes

At the end of each unit, you will take a test to show what you have learned. All of my tests are a combination of multiple-choice, fill in the blank, and problems or short answer questions. You will receive a review sheet for each test at least three days prior to the test. In all units, you will also take at least one quiz. Some units will have two or three quizzes. I will always give you one day's notice before quizzes.

Absences

You are responsible for learning all material that we cover in this class and completing all assignments (including labs), whether you are present or absent on any given day. Unit tests will contain information from worksheets, labs, etc., and you are responsible for being prepared to answer all questions on tests.

If you are absent, please do the following:

1. Check the "Daily Schedule" to see what we did while you were gone.
2. Find the assignments/labs/handouts that you missed in the folders by the Daily Schedule.
3. If you missed notes, you will need to get them from someone in class.
4. If you have additional questions, ask me for help.

*** If you are absent for one day, you have one day to complete and turn in any assignments. If you are absent two days, you have two days to complete and turn in any assignments. If you are absent three days, you have three days, etc.

Web Site

Through my web site, you may access a list of homework that has been assigned, assignment sheets, review sheets, copies of labs, and much more. Please use the web site at your convenience.

Extra Credit

I do not give any extra credit during the semester. I believe that your grade in this class should be based upon your performance on the material assigned, rather than upon anything "extra" that you do. I do, however, usually have one or two extra credit questions on the unit tests.

Please do not hesitate to ask questions when you need help! I will do my best to work with you individually, whether it is before or after school. Please feel free to send me e-mails or voice mails with your questions, also.