7.014 Introductory Biology
Spring, 2005

This handout includes:

• Course staff listing
• Course Policies
• Recitation Section Schedule
• Syllabus
• Reading List

Web Site: http://web.mit.edu/7.01x/7.014/

Course Staff:

Faculty:
- Penny Chisholm 48-427 253-1771 chisholm@mit.edu
- Graham Walker 68-633 253-6716 gwalker@mit.edu

Instructor:
- Julia Khodor 68-139 324-0055 jkhodor@mit.edu

Biology Student Office:
- Kathleen Long 68-120 253-4718 kmlong@mit.edu

Teaching Assistants:
- Cynthia (Cindy) Barber E18-605 452-2726 mitcindy@mit.edu
- Melissa Kosinski-Collins 68-139 253-4956 kosinski@mit.edu
- Eric Makhni IBE 494-8677 emakh@MIT.EDU
- Luke Thompson 48-216-29 253-4124 luket@mit.edu

Tutors:
- Angelin Baskaran angelin at mit.edu
- Chris Hemond chemond at mit.edu
- Mandana Sassafar mandana@mit.edu
- Adriana Tajonar atajonar at mit.edu
Course Policies:

**Student Background.** There are no formal pre-requisites for this course, but familiarity with high school biology and chemistry (especially familiarity with the fundamental aspects of chemical structure) is expected.

**Lectures.** Regular attendance is expected, MWF noon in 54-100.

**Recitation Sections.** Regular weekly attendance is expected. On average, each section meets twice per week for 50 minutes.  
   **Recitation sections start Wednesday, February 2.**

Please go to the recitation section assigned to you by the registrar. If that recitation does not fit your schedule, send email to 7.014-recitations@mit.edu. Include your current section information and the section you hope to attend. Please note that section enrollment is limited to 18 and not all requests can be accommodated. Attend your assigned section until the change is confirmed by email. Changes in recitation sections will be allowed only until Friday, February 18th.

**Tutors.** Tutors are available for all students who wish extra help either on a one-time or a regular basis. The tutoring services are offered free of charge to all enrolled in 7.014. Feel free to contact the tutors by e-mail to arrange meetings; please be sure to notify the tutors in advance if you will be unable to make a pre-arranged meeting.

**Text Book and Course Reader.** Biological Science, by Scott Freeman. Available at the MIT Coop.

**MIT Biology Hypertext:** Another good source of course related materials can be found on the web at http://web.mit.edu/esgbio/www/. This is definitely worth a visit.

**Unit and Lecture Questions.** At the start of each unit of the course we will post Unit questions on the website. We will also post lecture questions before each lecture. You are encouraged to consider how the material presented throughout the unit relates to the unit questions, and how the material presented in a given lecture relates to the daily questions. We will post our answers to these questions as soon as it is appropriate.

**1 minute assessment.** After each lecture please check the course website for a 1 minute assessment question of the day. You must reply to at least 30 (out of 36) of these throughout the term to receive a grade in the class. As the name suggests, it should take you about a minute to complete your answer. Please answer by 2pm the day of the lecture. We will use your answers to clarify any confusing points, and to otherwise help you with the class material.

**Problem Sets.** Problem sets will be available from the course web site on the days listed in the course syllabus. The solutions to the problem sets will be posted after the problem set due date.

Completed problem sets must be turned in to the cart outside room 68-120 by 11:45 AM on the due date. Slide your solutions into the appropriate TA's box.

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**ALL LATE PROBLEM SETS WILL BE SCORED AS A ZERO**

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Handouts. Lecture handouts are available from the course web site.

Academic Honesty. Since problem sets will be graded, copying of problem set answers constitutes cheating and is forbidden. While general discussions and collaboration on the problem sets is appropriate, detailed discussion of specific solutions or sharing of answers is a violation of the trust placed in all students in the class, each of whom is entrusted with producing a set of answers on his/her own. Students who copy problem sets or allow their answers to be copied may be assigned a 0 for all the Problem Sets (20% of the grade). Any student that commits an act of academic dishonesty regarding a quiz, such as copying or altering a quiz prior to a request for a regrade, may be assigned an F for the course.

Quizzes. There will be three quizzes: given during the term from 12:05 PM to 12:55 PM and a comprehensive final (worth 2 quizzes), given during finals week. Each of the term quizzes will take place in Walker Gym, 50-340 on the dates listed in the syllabus. The lowest letter grade score of the five (the 3 quizzes plus the final worth 2 quizzes) will be dropped when calculating your overall grade. Quiz II is on the Friday before Spring Break. Please do not book your travel to conflict with the exam. Because we drop the lowest score, there will be no make-up quizzes and no conflict quizzes given for any reason. If you miss a term quiz, it will be the score that is dropped.

The Final Exam will be a 3-hour, cumulative exam, covering the entirety of the course. The score on the final exam will be halved and each halve will count as a quiz score when calculating your grade. The final represents two of the five quiz scores and must be taken otherwise you would lose 20% of your grade. If your score on the final is your lowest grade then one of the halves will be dropped. The date, time, and location of the final will be announced as soon as this information is available. A conflict final exam may be scheduled by the registrar for students with legitimate exam conflicts.

Quiz Review Sessions will be held prior to each quiz – the dates, locations and times of the reviews will be announced during the term.

Any quizzes, exams, or problem sets that are not picked up by the end of the term will be disposed of.

Grades. You must reply to at least 30 of the 36 1 minute assessment questions that will be posted after each lecture in order to receive a grade.

Your overall course grade will depend on the following components:

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<th>Component</th>
<th>Weight</th>
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<tr>
<td>6 of 7 Graded Problem Sets</td>
<td>20%</td>
<td>Lowest of 7 PS scores dropped</td>
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<td>4 of 5 quiz scores*</td>
<td>80%</td>
<td>Lowest of five scores dropped</td>
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*The five quiz scores are derived from the 3 hourly quizzes taken during term plus the 2 scores represented by the Final Exam (the score on the final will be halved- each half counts as one quiz).

Regrades of Quizzes. If you find an addition error, show it to your TA to have it corrected. If you feel that your answer was graded incorrectly, please submit a written explanation of your regrade request and your unaltered quiz to the course instructor. Note that some graded quizzes are randomly chosen for photocopying before they are returned to the students. Quizzes must be submitted for regrading within one week from the date of the quiz.
Adding the course after the first day of class. If you add the course after registration day, you are responsible for all the work (problem sets and quizzes) that you have missed. See your TA or course instructor to find out what you must make up.

Recitation Schedule:

We ask that you go to the recitation section assigned to you by the registrar. If that recitation does not fit your schedule, send email to 7.014-recitations@mit.edu. Include your current section information and the section you hope to attend. Please note that section enrollment is limited to 18 and not all requests can be accommodated. Attend your assigned section until the change is confirmed by email. Changes in recitation sections will be allowed only until Friday, February 18th.

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