



# SYLLABUS

# ENTMLGY 8800

Research and Training Seminar

Autumn 2022 (full term)

1 credit hour

Online

## COURSE OVERVIEW

### Instructor

Instructor: Dr. Reed Johnson

Email address: johnson.5005@osu.edu (preferred contact method)

Phone number: 330-202-3523

Office Location: 352 Wooster Science Building

Office hours: virtual, by appointment (please email or text to arrange)

### Prerequisites

None

### Course description

Presentation of procedures, resources, and faculty research in the Department of Entomology; required of all graduate majors during the first year of registration.

### Course learning outcomes

By the end of this course, students will:

Understand the operation, and availability of facilities, and resources of the Department of Entomology, the College of Food Agriculture and Environmental Science and the University

Get acquainted with the faculty members of the Department, their laboratories, current research projects, and recent research results.

Develop a plan for a literature review and thesis research.

## HOW THIS ONLINE COURSE WORKS

**Mode of delivery:** This course is 100% online. Delivery will consist of live online sessions, held from 1:00 – 2:15 on Tuesdays via Zoom.

**Pace of online activities:** This course will meet once per week. There are two out of class activities to complete. These activities will be announced two weeks prior to in class reviews.

**Credit hours and work expectations:** This is a **1-credit-hour course**. According to Ohio State policy ([go.osu.edu/credithours](http://go.osu.edu/credithours)), students should expect around 1 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to 2 hours of homework (reading and assignment preparation, for example) to receive a grade of Satisfactory (S).

**Attendance and participation requirements:** The following is a summary of students' expected participation:

- **Live sessions:** All live, scheduled events for the course are required.

Students can miss sessions of the course due to illness or excused absences.

Legitimate excused absences include the following: participation in an activity of an official University organization, verifiable illness, verifiable family emergencies, subpoenas, jury duty, military service, and professional development (e.g., grad school visits).

It is the student's responsibility to notify the instructor of any expected, excused absence as far in advance as possible. If ill, please alert the instructor as to why you missed class as soon as you are well and can do so.

## COURSE MATERIALS AND TECHNOLOGIES

### Textbooks

- No textbook is required

## Course technology

### Technology support

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at [ocio.osu.edu/help/hours](https://ocio.osu.edu/help/hours), and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** [ocio.osu.edu/help](https://ocio.osu.edu/help)
- **Phone:** 614-688-4357(HELP)
- **Email:** [servicedesk@osu.edu](mailto:servicedesk@osu.edu)
- **TDD:** 614-688-8743

### Technology skills needed for this course

- Basic computer (e.g., presentation and word processing software), and web-browsing skills
- Navigating Carmen ([go.osu.edu/canvasstudent](https://go.osu.edu/canvasstudent))
- CarmenZoom virtual meetings ([go.osu.edu/zoom-meetings](https://go.osu.edu/zoom-meetings)). You must log in to Zoom sessions using the OSU system and your OSU login, as your login will be linked to grading.

### Required equipment

- Computer: current Mac (MacOs) or PC (Windows 10) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) to use for BuckeyePass authentication

### Required software

- Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Full instructions for downloading and installation can be found at [go.osu.edu/office365help](https://go.osu.edu/office365help).

### Carmen access

You will need to use BuckeyePass ([buckeyepass.osu.edu](http://buckeyepass.osu.edu)) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the BuckeyePass - Adding a Device help article for step-by-step instructions ([go.osu.edu/add-device](http://go.osu.edu/add-device)).
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the Duo Mobile application ([go.osu.edu/install-duo](http://go.osu.edu/install-duo)) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357(HELP) and IT support staff will work out a solution with you.

## GRADING AND FACULTY RESPONSE

### How your grade is calculated

This class is graded Satisfactory/Unsatisfactory. To receive a grade of Satisfactory students are expected to attend and participate in 80% of online discussions and complete 100% of assignments.

### Descriptions of major course assignments

**This course will have two out-of-class assignments:**

Students are expected to prepare a curriculum vita (CV) and work with a partner to edit and improve it.

Students are expected to complete an online personality inventory (VIA Character Strengths). Students will be provided with their results, and the types will be overviewed in class.

Instructions for these assignments can be found on the course carmen page.

### Grading scale

Satisfactory/Unsatisfactory

## Instructor feedback and response time

Instructor may be reached by email at [johnson.5005@osu.edu](mailto:johnson.5005@osu.edu). Instructor will attempt to respond within 48 hours during the instructional week.

You can call **614-688-4357(HELP)** at any time if you have a technical problem.

## OTHER COURSE POLICIES

### Discussion and communication guidelines

The following are the expectations for how we should communicate as a class. Above all, please remember to be respectful and thoughtful.

- **Tone and civility:** We will maintain a supportive learning community where everyone feels safe and where people can disagree amicably. Remember that sarcasm doesn't always come across online.

### Academic integrity policy

#### Ohio State's academic integrity policy

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the university's *Code of Student Conduct* ([studentconduct.osu.edu](http://studentconduct.osu.edu)), and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the university's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the university or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the university's *Code of Student Conduct* is never considered an excuse for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

**If I suspect that a student has committed academic misconduct in this course, I am obligated by university rules to report my suspicions to the Committee on Academic**

**Misconduct.** If COAM determines that you have violated the university's *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact the instructors.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- Committee on Academic Misconduct web page ([go.osu.edu/coam](http://go.osu.edu/coam))
- Ten Suggestions for Preserving Academic Integrity ([go.osu.edu/ten-suggestions](http://go.osu.edu/ten-suggestions))
- Eight Cardinal Rules of Academic Integrity ([go.osu.edu/cardinal-rules](http://go.osu.edu/cardinal-rules))

## Copyright for instructional materials

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## Statement on Title IX

All students and employees at Ohio State have the right to work and learn in an environment free from harassment and discrimination based on sex or gender, and the university can arrange interim measures, provide support resources, and explain investigation options, including referral to confidential resources.

If you or someone you know has been harassed or discriminated against based on your sex or gender, including sexual harassment, sexual assault, relationship violence, stalking, or sexual exploitation, you may find information about your rights and options at [titleix.osu.edu](http://titleix.osu.edu) or by contacting the Ohio State Title IX Coordinator at [titleix@osu.edu](mailto:titleix@osu.edu). Title IX is part of the Office of Institutional Equity (OIE) at Ohio State, which responds to all bias-motivated incidents of harassment and discrimination, such as race, religion, national origin and disability. For more information on OIE, visit [equity.osu.edu](http://equity.osu.edu) or email [equity@osu.edu](mailto:equity@osu.edu).

## Commitment to a diverse and inclusive learning environment

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to

provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

## Your mental health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, on-demand resources are available at [go.osu.edu/ccsondemand](https://go.osu.edu/ccsondemand). You can reach an on-call counselor when CCS is closed at 614-292-5766, and 24-hour emergency help is also available through the 24/7 National Prevention Hotline at 1-800-273-TALK or at [suicidepreventionlifeline.org](https://suicidepreventionlifeline.org). The Ohio State Wellness app is also a great resource available at [go.osu.edu/wellnessapp](https://go.osu.edu/wellnessapp).

## ACCESSIBILITY ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

### Requesting accommodations

The university strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability including mental health, chronic or temporary medical conditions, please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. **SLDS contact information:** [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.

### Accessibility of course technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- Canvas accessibility ([go.osu.edu/canvas-accessibility](http://go.osu.edu/canvas-accessibility))
- Streaming audio and video
- CarmenZoom accessibility ([go.osu.edu/zoom-accessibility](http://go.osu.edu/zoom-accessibility))
- Collaborative course tools

## COURSE SCHEDULE

Refer to the Carmen course for up-to-date assignment due dates.

Week	Dates	Topics, Readings, Assignments, Deadlines
1	August 30	Class Introductions, Review of Graduate Handbook
2	September 6	Meet Entomology Staff, Purchasing and Travel Policies
3	September 13	Meet EGSA President / Entomology Outreach Opportunities
4	September 20	Meet Entomology Chair (Strange) and Associate Chair (Michel), Research Summaries
5	September 27	Meet Entomology Faculty
6	October 4	Meet Entomology Faculty
7	October 11	Work – Life Balance and Time Management (Jeff King)
8	October 18	Meet Entomology Faculty
9	October 25	Meet Entomology Faculty
10	November 1	Meet Entomology Faculty
11	November 8	OSU Counseling Services (David Wirt)
12	November 15	Teaching Statement and Enrichment Opportunities (Carol Anelli and Ellen Klinger)
13	November 22	Review of VIA Character Strengths (Krista Scott)
14	November 29	Implicit Bias Workshop (Leo Taylor)