



CHEM 3810 – General Biochemistry

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CHEM 3810 – General Biochemistry

Harding University
College of Sciences
3 Credit Hours

Instructor: Cindy White

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Course Location: Online

Semester/Term: Summer 2020

Office Location: Sci 127

Office Hours: By appointment

Course Information

Course Communication Protocols

The best way to communicate with me is through email. I check my email several times throughout the day, and I try to check it at least once a day on weekends. I will try to respond to any email I receive during working hours M-F within an hour or so. I will try to reply to all emails I receive on weekends within 24 hours. You may also call me during normal working hours any day of the week. I am always glad to help you in any way I can, so never hesitate to contact me with any questions you have. I will also use Zoom for my office hours. Please email me if you would like to set up a Zoom meeting in order to ask questions or have me explain any course material. I am happy to set up Zoom meetings at any time during the week. I will also have Zoom meetings with the entire class as well. We will work out the days and times these will be scheduled based on student feedback.

Netiquette

As servants of Christ, we must know how to address each other via all methods of communication - whether online or on-ground. We realize that in an online classroom, students may be across the globe - all the more reason to state what to expect when communicating online. When it comes to our communication, let's remember the following: Harding University is a Christian university and expectations are that the relationship and communication style between one another should reflect Harding's Christian mission.

University Mission Statement

Harding's [mission](#) is to provide a quality education that will lead to an understanding and philosophy of life consistent with Christian ideals. This involves the following goals:

1. **Generally, the integration of faith, learning and living** - developing the whole person through a commitment to Christ and to the Bible as the Word of God, an emphasis on lifelong intellectual growth, and the encouragement of Christian service and world missions through a servant-leadership lifestyle.

2. **Specifically, the development of Christian scholarship** - while acknowledging dependence on God, stressing Christian commitment to intellectual excellence through a strong liberal arts foundation and effective professional preparation.
3. **The promotion of Christian ethics** - creating an atmosphere that emphasizes integrity and purity of thought and action.
4. **The development of lasting relationships** - fostering personal and social relationships through interaction among faculty, staff and students; and stressing a lifelong commitment to marriage and the Christian family.
5. **The promotion of wellness** - emphasizing that the body is the temple of the Holy Spirit and that lifetime health habits contribute to a better quality of life.
6. **The promotion of citizenship within a global perspective** - developing a Christian understanding of and respect for other cultures through an emphasis on liberty and justice.

Department Mission Statement

The Department of Chemistry and Biochemistry supports the mission of Harding University. We are committed to:

Model Christian professionalism in the way we teach and interact with students both in and out of the classroom.

Outfit our students with the necessary knowledge and skills through rigorous, challenging, and insightful instruction that they will need for successful careers in chemistry, education, health professions or allied disciplines.

Lead our students in developing their critical thinking skills and their oral and written communication skills. We will cultivate in our students the capacities and dispositions for reflective and critical thought, independent lifelong learning, ethical practices in science, and creativity and innovation to create scientific knowledge all within the Christian worldview.

Engage our students in the scientific inquiry.

Catalog Description

Survey of biochemistry; static/dynamic aspects of carbohydrates, lipids, proteins, nucleic acid. Includes discussion of metabolic pathways, energy production, gene regulation, and metabolic regulatory mechanisms.

Integration of Faith and Learning Statement

My in-depth study of chemistry and biochemistry has greatly increased my faith in an almighty God who created heaven and earth. This class focuses on the molecular details of how living cells and organisms maintain the processes central to life. The complexity and detail of a single cell is overwhelming, and is a clear statement to the power of God who designed it all. My

prayer is that this course will increase your faith in our awesome God, and draw you closer in you fellowship with Him.

Prerequisites

CHEM 1050 and CHEM 2110 or CHEM 2740 with a grade of C or higher.

Course Rationale

The primary goal of this course is to convey an understanding of the dynamic nature of biochemistry, and to motivate you to explore the world around you. Of course, I believe that all true science points directly to the creator of the universe. His handiwork is everywhere we look. I want to try to convey to the students that there does not have to be a separation between science and religion, as the world would have us believe. Real science is the study of the processes laid in place by God, and thus any scientific endeavor should lead us closer to our creator. Therefore, this class focuses on the foundation of living things – the actual molecules that form the structures within cells, and the processes that occur which support life.

Required Course Materials

- 1) Textbook: Pratt, C., et. al. ***Essential Biochemistry***, 4th ed., Wiley Inc., 2018.
- 2) Sapling on-line homework subscription.

The above course materials will be accessed from your Canvas course. Links to each textbook chapter are embedded into your Weekly modules on Canvas. If you want a hard copy of the textbook in addition to the eVersion available on Canvas, you are welcome to purchase a hard copy of the text. The Harding bookstore has copies of this textbook, or you can purchase on Amazon or other retail sites. Sapling Registration Instructions:

1. Access to Sapling homework is also available through links on Canvas. You can purchase access the first time you access Sapling from Canvas, or you can enter a code you purchase at the bookstore. Find the Sapling Learning content section on your instructor's course page.
2. Click on any Sapling assignment link to launch the assignment.
3. Select your access option and continue to your assignment page.
4. You are now enrolled in the course and can access future assignments through the links on your instructor's course page.
5. *If applicable*, to access your ebook click on the image of the cover on the right sidebar of your course site. Create an account or log in with an existing Macmillan Learning eBook account.
6. **Need Help?** Answers to many common questions are found in our Student Support Community. If you need direct assistance you can also contact technical support:
<https://macmillan.force.com/macmillanlearning/s/>

Textbook Rationale

Every week, you will have several assigned readings from the textbook, and therefore, textbook access is essential to learning the material in this course. Please make sure you read all chapters which are assigned, as the textbook does an excellent job of explaining course concepts. It is often difficult to locate and select textbooks because many are either poorly aligned with the subject matter or become cost prohibitive. The choice of textbooks is not made without careful consideration of both the relevance of the text to the course objectives and the cost of the text to the student. The textbook chosen for this course was selected because it is easily readable, relevant, and instructive, providing students with a fundamental understanding of biochemistry at an affordable cost.

Optional Materials

All materials are required for this course.

Learning Objectives

University Learning Outcomes (ULOs)

ULO 3: Students will examine issues, ideas, artifacts, and/or events in order to formulate or assess an opinion or conclusion.

ULO 7: Students will identify and apply the principles and processes of scientific reasoning.

ULO 8: Students will exhibit knowledge and skills that lead to high-level personal wellness (e.g., spiritual, physical, intellectual, emotional, social).

Follow the [University Learning Outcomes](#) link to find out more information about the ULOs.

Program Learning Outcomes (PLOs)

Students will:

- analyze data and scientific arguments in order to develop explanations to new situations.
- apply ethical principles and the Christian worldview in the practice of science.
- be able to communicate scientific information effectively through writing and oral presentations.
- be able to critically analyze the primary literature.
- be able to identify a chemical problem, formulate a hypothesis, design an experimental procedure, and test their hypothesis with appropriate experiments.

- be able to operate and interpret data from instrumentation commonly used in chemical laboratories.
- be able to use appropriate databases and other resources to locate scientific information in the primary literature to learn new concepts and apply this knowledge to further their scientific understanding.
- be able to work productively with a team of peers.
- demonstrate a mastery of the fundamental principles and concepts of the sub-disciplines of chemistry: organic, analytical, biological, physical, and inorganic chemistry.
- demonstrate an understanding of the Globally Harmonized System through safe-handling of chemical compounds and preparing waste for proper disposal.
- recognize key historical moments that drove the development of science and its role in the modern world.
- understand the harmony between science and Christianity and be able to defend evidences for God as the creator.

Course Learning Objectives (CLOs)

Upon completion of this course, students should be able to:

- Possess an understanding of the major types of biochemical molecules, including proteins, lipids, carbohydrates, and nucleic acids
- Be able to immediately recognize the different types of biochemical molecules, identify their functional groups, and know their chemical characteristics that make them essential for life
- Explain how the structure of biological molecules relates directly to their function
- Explain the special properties of water as a polar solvent and how the aqueous environment influences the behavior of biological molecules
- Understand and evaluate thermodynamic properties in order to understand if and how biochemical reactions occur
- Identify some common reaction mechanisms in biochemical processes
- Explain protein structure and function and the many roles proteins play in living organisms
- Describe how enzymes work and know how to determine basic enzyme kinetics
- Recognize and explain many of the metabolic pathways of the cell and understand how they are regulated and integrated in the cell
- Recognize the importance of biochemistry in everyday life in the 21st century
- Appreciate the potential of advances in biochemistry in the development of applications leading to new therapies and treatments in the fight against diseases, genetic disorders, and chronic health conditions
- Demonstrate an understanding for the intricate design contained in living things, citing examples from biochemistry that could be used to indicate the hand of God in cellular function.

Grading and Assignment Details

Grading Information

You will be given feedback during the duration of this course. Feedback may be in the form of comments provided on quizzes or exams, or in the form of an email. I may also provide comments to you directly through Zoom meetings or over phone. The intent of this feedback is to inform you of how well you met the expectations for these components.

Assessments will include the following: Sapling homework over every chapter, a quiz over each chapter, and exams over every 5 chapters. You will also be required to engage in a weekly discussion question.

Your final course average will be computed according to the grade breakdown below.

Course grading: Assessment of the knowledge, skills, and proficiency of each student for the purpose of assigning a letter grade at the completion of this course will be based on:

4 Unit Exams + Final Exam	50%
Chapter Assignments/Quizzes	20%
Weekly Discussions	10%
<u>Sapling Homework Chapter Questions</u>	<u>20%</u>
Total possible	100%

Grade schedule:	A- 90-100
	B- 80-89
	C- 70-79
	D- 60-69
	F- less than 60

Late penalties: **Any late work will not be accepted.** This policy begins as soon as the assignment is due (your assignment will be considered late if you turn it in at any point after the assignment due date and time). This policy includes homework, quizzes, and exams.

Course Assignment Details

Course Structure and Progress:

The course is designed to be completed at your own pace, with weekly deadlines to make sure that you are making progress. You will be expected to work through the assignments for 5 chapters per week. For each chapter, there will be posted required reading assignments from the textbook, powerpoint slides you can study, and homework questions you will have to complete. The deadline for each of these weekly activities will be midnight Sunday night of each week. In addition, there will be one discussion topic you will complete each week, as well as an exam over the chapters for that week. Your thoughts on the discussion question are due by midnight on

Wednesday of each week. The responses to two other student's thoughts are due by midnight on Friday. You must complete the exam by midnight on Sunday night of each week. There is also a final exam which will be due by midnight on Sunday, July 5. No late assignments will be accepted. You are encouraged to maintain a steady pace throughout the course. If you are not making adequate progress, you will be notified by the instructor. If progress is still not sufficient, then the instructor reserves the right to withdraw you from the course.

Assigned Chapter Readings:

You are required to read each assigned chapter in the textbook. Also, please note that the ebook link contains helpful animations and guided problem solutions that I encourage you view. I think these will be very helpful to you in your study. I encourage you to browse through all of the links within Connect for each chapter, and study all of the information given to you.

Weekly On-Line Homework:

Every week, five homework assignments will be placed on Canvas (one per chapter). These assignments will be posted on Monday of each week. You will be required to **complete** these assignments by **midnight of the Sunday following each week, unless otherwise instructed**. The homework assignments will not be available after this time and therefore you will receive a 0 for that week's assignments if you have not completed it by that time. **Homework assignments will not be reopened under any circumstances**. You are allowed to use your textbook as well as the powerpoint notes to complete the assignments.

Weekly Chapter Quizzes:

For each chapter, I will post a quiz that you will be required to complete over that chapter. These quizzes will be able to be downloaded to your computer in a word document. Many of the questions require you to draw some kind of molecule or structure, so you will need to print off these quizzes and write or draw the answers to the questions. You can then scan the quiz, save it in an electronic form, and upload the file into the assignment on Canvas. **The quizzes for each week will be due by Sunday night at midnight.**

Weekly Discussion Questions:

Each week, I will post a discussion question relating to the topics covered that week. You are required to post a **thoughtful** answer to that question by Wednesday of each week. In your answer, you will want to include documented information from textbooks, research articles, etc. You will be graded on your response to these questions based upon our response's accuracy, as well as how much thought you put into your answer. You are also required to reply to at least two other students' responses. These replies must also display thought and accuracy (i.e. they need to contain more than just "I like your answer"). These replies are due by midnight Friday of each week. You will receive 20 points for your response, as well as 10 points for your replies to each question.

Weekly Exams:

Each weekly exam will cover approximately one quarter of the material presented in the course and in the textbook (5 chapters). These exams will consist of multiple choice questions, and you will have 60-80 minutes to take the exam. Therefore, you must be familiar with the material before starting the exam, because there will not be time to look up information during the exam. These weekly exams are due by midnight on Sunday of each week. The final exam will be comprehensive and will have a 120 minute time limit. It is due by midnight of the final Sunday, July 5.

Participation/Attendance

The very nature and depth of graduate and undergraduate studies mandate students participate in all course activities. Each student's participation is essential for the success of the entire class as well as the success of the student. True exchange of undergraduate level academic ideas and thoughts can only be achieved with everyone actively participating.

You are expected to actively participate in all required instructional activities in this course. Online courses are no different in this regard; however, participation is defined in a different manner.

1. Each student is required to actively participate a minimum of 5 days a week.
2. Lack of participation for a period of up to 5 days will be documented.
3. Any student absent 25 percent or more of the online course, i.e., non-participatory during 1 or more weeks of a 4 week term, may receive an F for that course.
4. Students who have a need for necessary absences must inform the teacher with as much advance notice as possible in order to make appropriate arrangements.

Attendance Policy: [Harding University Attendance Policy](#)

Submitting Assignments

All assignments will be submitted through Canvas, or through Connect, which can be accessed through Canvas. Each assignment has a designated place in Canvas, and grades can be accessed through the Canvas gradebook for each assignment. If you are having difficulty uploading a file to Canvas, you may send me the file through email.

When sending emails or posting on the Discussion Board any content related to an assignment, do the following:

- Use a subject line that describes the content (consider this format) Course Name / Assignment / Topic. For example, if you have a question about Paper 1, use a subject line of "Name of Course / Paper 1 / Description of Problem".
- Add URGENT to the subject line, only when necessary.
- Please provide enough detail so the response can be thorough.
- Remember while the writing in an email is not being graded, it should still be professional and courteous.

File Naming Conventions

For all assignments, files should be uploaded with this naming convention:

Course Schedule:

Week #1: Chapters 1, 2, 3, 4, & 5

Response to Discussion Question #1:	Due by Wednesday, June 10
Replies to others Discussion Questions:	Due by Friday, June 12
Chapter 1-5 Homework Assignments:	Due by Sunday, June 14
Chapter 1-5 Quizzes:	Due by Sunday, June 14
Weekly Exam #1 (over Chapters 1-5):	Due by Sunday, June 14

Week #2: Chapters 6, 7, 8, 9, & 11

Response to Discussion Question #2:	Due by Wednesday, June 17
Replies to others Discussion Questions:	Due by Friday, June 19
Chapter 6-9,11 Homework Assignments:	Due by Sunday, June 21
Chapter 6-9,11 Quizzes:	Due by Sunday, June 21
Weekly Exam #2 (over Chapters 6-9,11):	Due by Sunday, June 21

Week #3: Chapters 12, 13, 14, 15, & 16

Response to Discussion Question #3:	Due by Wednesday, June 24
Replies to others Discussion Questions:	Due by Friday, June 26
Chapter 12-16 Homework Assignments:	Due by Sunday, June 28
Chapter 12-16 Quizzes:	Due by Sunday, June 28
Weekly Exam #3 (over Chapters 12-16):	Due by Sunday, June 28

Week #4: Chapters 17, 18, 20, 21, & 22

Response to Discussion Question #4:	Due by Wednesday, July 1
Replies to others Discussion Questions:	Due by Friday, July 3
Chapter 17,18,20-22 Homework Assignments:	Due by Sunday, July 5
Chapter 17,18,20-22 Quizzes:	Due by Sunday, July 5
Weekly Exam #4 (over Chapters 17,18,20-22):	Due by Sunday, July 5

Comprehensive Final Exam: Due by Sunday, July 5

Technology Details

Technology Requirements

For a list of Canvas supported browsers, visit the [Canvas community](#) website. This course requires that you have access to a computer that has internet capabilities. You are responsible for having a reliable computer and internet connection throughout the course. You will need to have access to, and be able to use, the following:

1. Microsoft Office 365
2. Adobe Acrobat
3. Microphone and headset
4. Camera (if needed for proctoring of high stakes tests)

Technical Support

For technical assistance from 8:00 a.m. - 5:00 p.m., M-F, please contact the e-Learning Help Desk at

Phone: 501-279-5201

Email: elearning@harding.edu

Web: [E-Learning Web Address](#)

For Canvas assistance, search [Canvas Guides](#).

Technical Skills

The following foundational skills are expected of all students who access Canvas. This list represents a minimum expectation of your ability to function effectively in a technical environment.

1. Access Harding's Canvas and navigate course content
2. Written communication skills, email, attachments, uploading, and downloading capabilities
3. Online etiquette (netiquette), including privacy and security awareness
4. How to change browser / refresh a page / other basic computer tasks
5. Navigate the Internet for scholarly research
6. Utilize basic software / app programs needed for word processing, data analysis, and presentations

Learning Management System

Canvas is the Learning Management System (LMS) used in this course. Canvas sends an email confirmation to your Harding University email once an assignment is graded or an announcement is posted. Canvas can be accessed using [Harding's Canvas Login](#). For additional

information relating to Canvas, including tutorials, and supported web browsers, please visit [Harding's IST Canvas page](#) or [Instructure Canvas Help Center](#).

Click here for [Instructure Canvas Accessibility](#) and [Privacy Policies](#).

Policies and Procedures

University Policies

Drop and Add Dates

This course runs from June 8 to July 2 (I will accept work through July 5). The deadline to add this class is June 8. Registration drop date with refund is May 8. The final date to drop this class is June 30. For the drop/add policy, click here: [policy regarding drop/add](#)

University Assessment

Harding University, since its charter in 1924, has been strongly committed to providing the best resources and environment for the teaching-learning process. The board, administration, faculty, and staff are wholeheartedly committed to full compliance with all Criteria of Accreditation of the Higher Learning Commission as well as standards of many discipline-specific specialty accrediting agencies. The university values continuous, rigorous assessment at every level for its potential to improve student learning and achievement and for its centrality in fulfilling the stated mission of Harding. Thus, a comprehensive assessment program has been developed that includes both the academic units and the administrative and educational support units. Course-specific student learning outcomes contribute to student achievement of program-specific learning outcomes that support student achievement of holistic university learning outcomes. All academic units design annual assessment plans centered on measuring student achievement of program learning outcomes used to sequentially improve teaching and learning processes. Additionally, a holistic assessment of student achievement of university learning outcomes is coordinated by the university Director of Assessment used to spur continuous improvement of teaching and learning.

Students with Disabilities Accommodations

It is the policy for Harding University to accommodate students with disabilities, pursuant to federal and state law. Therefore, any student with a *documented disability* condition (e.g. physical, learning, or psychological) who needs to arrange reasonable accommodations must contact the instructor and the Office of Disability Services and Educational Access at the *beginning* of each semester. If the diagnosis of the disability occurs during the academic year, the student must self-identify with the Office of Disability Services and Educational Access *as soon as possible* in order to get academic accommodations in place for the remainder of the semester. The Office of Disability Services and Educational Access is located in Room 226 in the Student Center, telephone, (501) 279-4019.

Since some students in online courses will not have access to the Office of Disability Services and Educational Access located on the Searcy campus, the student must self-identify with the instructor of the course and submit documentation by fax (501-279-5702) or mail (915 E. Market Ave., Box 12268, Searcy, AR 72149-5615) to the Office of Disability Services and Educational Access on the Searcy campus. The necessary forms are available at the [Student Life Disabilities Services Website](#). Upon receiving the appropriate documentation approved by ADA guidelines, academic accommodations may be set up by the instructor via a telephone conference with the Director of Disability Services and Educational Access. If you have questions, please contact the Office of Disability Services and Educational Access at DisabilityServices@harding.edu or (501) 279-4019.

Since students on an international campus will not have access to the Office of Disability Services and Educational Access located on Harding University's Searcy campus, the student must self-identify with the International Studies office prior to being accepted for a semester abroad. Reasonable academic accommodations (e.g. extended time on tests, a quiet room/no distractions for testing, etc.) may be made by the faculty on an international campus. However, a doctor's statement will be required for a physical or psychological disability stating that the student is capable of fully participating in the rigorous travel itinerary (group and independent travel) as well as intense academics the semester he/she is abroad.

Code of Academic Conduct

Students of Harding University are expected to be honorable and to observe standards of academic conduct appropriate to a community of Christian scholars. Harding University expects from its students a higher standard of conduct than the minimum required to avoid discipline. Harding expects its students to conduct themselves as responsible citizens in a Christian community. Enrollment at the University is viewed as a privilege that brings the attendant responsibilities and accountability. In order to encourage Christian living and growth, the University administers a student Code of Conduct. This code is provided to every student upon enrollment.

Upon registration to the University, students acknowledge and agree to abide by this code. Harding University reserves the right to refuse admission or dismiss students whose lifestyle is not consistent with the Christian principles for which Harding stands; and when the general welfare of the institution requires such action. Students suspended for disciplinary reasons during a semester may receive a grade of "F" in all courses for that semester. Please visit the appropriate Harding University Student Handbook ([undergraduate](#) or [graduate/professional](#)) for further details.

Academic Integrity Policy

The goal of academic integrity is to achieve the highest level of integrity without need to invoke procedures or sanctions. To approach that goal, faculty must communicate forthrightly and persuasively to students the importance of academic honesty. Please plan to spend at least a few minutes of your first class meeting each semester enunciating the basic principles you expect to

see enacted, and please reinforce this message in your syllabus. A simple statement such as one of the following would suffice:

Honesty and integrity are characteristics that should describe each one of us as servants of Jesus Christ. As your instructor, I pledge that I will strive for honesty and integrity in how I handle the content of this course and in how I interact with each of you. I ask that you join me in pledging to do the same.

Academic dishonesty will result in penalties up to and including dismissal from the class with a failing grade and will be reported to the Director of Academic Affairs. All instances of dishonesty will be handled according to the procedures delineated in the [Harding University catalog](#).

Turnitin

During this course, the originality of various assignments submitted by students will be checked via [Turnitin](#), an organization leading the way in both plagiarism detection and student learning. Turnitin provides institutions, faculty, and students with a variety of academic tools, including originality checks, online grading capabilities, and even peer reviewed feedback. Turnitin is integrated with the assignment settings used by the instructor when preparing assignments in Canvas.

Student Declaration

Submitting an electronic document at Harding University constitutes an agreement with the following declaration:

- I affirm that the work submitted is of my own accord, is original, and contains the necessary and appropriate citations, where the work is of another source.
- I affirm that this assignment has not previously been submitted in any form.
- When submitting assignments to Turnitin, I acknowledge and adhere to its disclaimer statements.
- To uphold Harding University's [Academic Integrity Covenant](#)

Academic Grievance Policy

If a student believes that he or she has reason to question the decision of a faculty member with regard to the final grade received in a course or the denial of academic progression, a procedure has been established to resolve the grievance.

The student must initiate the written Academic Grievance Appeal within five business days after notification of the final grade in Pipeline or notification of denial of academic progression. In cases of both course grade and academic progression appeals, students are encouraged to first engage the involved faculty member in a good faith discussion (in person or via telephone or email) as the first step in resolving any concerns. If resolution is not achieved, a student may submit a written academic grievance by following the [policy set forth in the Harding University catalog](#). All students should be familiar with this policy.

Time Management Expectations

For every course credit hour, the typical student should expect to spend at least forty-five clock hours of concentrated attention on course-related work, including but not limited to time attending class, as well as out-of-class time spent reading, reviewing, organizing notes, preparing for upcoming quizzes/exams, problem solving, developing and completing projects, and other activities that enhance learning. Thus, for a three-hour course, a typical student should expect to spend at least one hundred thirty-five hours dedicated to the course.

Dress Code

You must adhere to the [dress code](#) for all work done in a course, where either a static or video image of yourself is submitted.

Course Policies

Course Academic Conduct

All acts of dishonesty in any academic work constitute academic misconduct. As a student of Harding University, you should avoid all cases that will be construed as academic misconduct. This includes, but is not necessarily limited to, the following:

1. *Cheating*: Use or attempted use of unauthorized materials, information, or study aids in any academic exercise.
2. *Plagiarism*: Representing the words, ideas, or data of another as your own in any academic exercise.
3. *Fabrication*: Falsification or unauthorized invention of any information or citation in an academic exercise.
4. *Aiding and Abetting Academic Dishonesty*: Intentionally helping or attempting to help another student commit an act of academic dishonesty.
5. *Conduct unbecoming a professional while participating in a practicum, internship, field experience, or any similar academic experience*: Conduct unbecoming a professional includes, but is not limited to, standards of conduct stated in any Harding University student handbooks as well as standards and codes of conduct associated with professional organizations related to the student's academic discipline.
6. *Respect*: Students are expected to respect other classmates' opinions and ideas at all times. Since online students cannot see body language and other nonverbal cues, it is essential to word comments carefully and to refrain from such things as sarcasm, which can be taken negatively in the online world. Read posts for content and then read posts for context. If the message can be taken negatively in any way, the suggestion is to re-word the post until you are sure that it will not be taken defensively. Another key issue is to refrain from certain discussions that evoke strong reaction. This may include such things as:
 - Stereotypes of any nature, whether it be profession or class of people
 - Politics, no matter your personal leanings, respect should be shown in differences of opinions and ideas

7. *Lurking*: Lurking is when a student signs on and reads the messages and does not post to the classroom. There are many reasons why a student may do this. Some students may feel uncomfortable sharing views in an open forum, may be unsure of the materials being covered, and/or may not want to say the same or similar things that other students have already posted. Discuss these issues with your instructor. Posting [x] out of [x] days is essential to learning and to passing an online class. Lurking is not counted as participation and will only lower your grade. Your instructor may be able to assist you in overcoming or resolving any issue that may drive lurking behavior.

8. *Drifting*: Drifting occurs when the discussion goes in another direction than expected. Drifting is normal and encouraged in the online environment. However, the drifting must be related to academics and the materials discussed in the classroom. The instructor will encourage positive drifting, but will discourage inappropriate drifting and may ask students to take it to the CHAT room or to discuss it through personal email. Inappropriate drift will not be counted toward the participation grade.

Canvas or Internet Outage Policy

As a learner, you must be able to manage technical difficulties such as power outages, connection problems, and other technical issues. Technology will sometimes fail. For this reason, it is advisable to complete your assigned work prior to the due date.

Instructor

If your instructor experiences power outage, Internet service outage, LMS (Canvas) or other technical issues that significantly affect the timing of distributing online assignments, grading assignments, or significantly interferes with communicating with students, adjustments to due dates will be made.

Student

If you experience power outage, Internet service outage, LMS (Canvas) or other technical issues, nonetheless you are held responsible for completing your assigned work in a timely manner. Harding University is not responsible for the student's access to a working computer or reliable Internet service. Internet outage or having computer issues is not an excuse for late work. A backup plan for reliable Internet service and working computer is prudent.

Testing Issues

If you experience issues with Internet connection, power outage, computer, or LMS (Canvas) and are unable to complete or submit a test, do not panic. Your first step is to contact your instructor who will provide you instructions on how to proceed. You may also report a problem to the E-learning help desk (501-279-5201). Response time is dependent on the time of day. The E-learning help desk is manned Monday through Friday from 8:00 am – 5:00 pm.

Academic Support Services

Harding offers a wide variety of academic support services. While this list is not all-inclusive, the following links may be useful to students (some services may not be applicable for graduate or professional students):

- [Library](#)
- [Testing](#)
- [Tutoring](#)
- [Writing Center](#)

Student Support Services

Harding offers a wide variety of student support services. While this list is not all-inclusive, the following links may be useful to students (some services may not be applicable for graduate or professional students):

- [Advising](#)
- [Registration](#)
- [Financial Aid](#)
- [Student Life](#)
- [Counseling](#)
- [Career Services](#)

Changes to Syllabus Notice

The instructor reserves the right to modify and update any part of the syllabus where necessary. It is your responsibility to stay up to date with any changes communicated by the professor.

References

American Psychological Association Website. (2014). Retrieved from <https://www.apa.org/about/apa/archives/apa-history.aspx>