**Contact Information:**

 CRN#

Lab Instructor:

 Email:

 (You can expect to have your email messages returned within 24 hours, except over the weekend when you should expect 48 hours)

 Office Hours and Method:

 Lab Coordinator: Atieh Tajik (atajik@gsu.edu)

Please be aware: the lab section will be administered on a separate iCollege course from the lecture section. You are responsible for keeping up with material in both iCollege courses.

**Course Requirements**

* Internet connection
* Computer
* Knowledge of how to navigate on iCollege:

Please check out <https://cetl.gsu.edu/> for student support and trainings

* Microsoft Excel
* Google Earth
* Basic understanding of file management (when a file is downloaded, where it goes, how to open it, how to re-save it under a new name, etc.)
* All lab material can be found on the Climate Literacy Lab website at: <http://climateliteracylabs.org>.
* Students should submit their answers via iCollege quizzes

**Lab Policies**

* Students must check their Outlook email and iCollege daily to receive information and updates.
* New activities are posted every Monday on iCollege.
* Lab due dates are listed in the course schedule below.
* If you are registered for the blended W&C course, please follow your lab instructor’s direction as to which dates to attend the face to face Q&A session.
* All students are highly encouraged to attend weekly virtual office hours scheduled by the instructor to ask questions and receive guidance.
* If a student needs an extension on a due date, they must contact their lab instructor within 24 hours of the missed due date to discuss the reason behind the missed lab and possible plan on turning in the missed work.
* Students will have the option to drop one lowest grade at the end of the semester.
* Each lab is weighted equally in the final lab grade.
* Each student should receive feedback on completed work within a week. Please contact your lab instructor if you do not see a grade within that time frame.

**Grading**

Lab Assignments (equally weighted) 100%

**Academic Honesty**

Although students are encouraged to collaborate with others, your final product must be your own work and in your own words. Copying partially or completely another student’s laboratory work is a violation of the university honesty policy (<https://deanofstudents.gsu.edu/student-conductpolicy-on-academic-honesty/>) and will be treated as such. At a minimum, a student that has cheated will receive a 0 on the lab where the infraction was detected. Students found in violation of the policy will be reported to the lab coordinator for appropriate action.

**Professionalism**

Professionalism addresses the respectful interaction between you, your peers, and your instructor. It acknowledges the importance of everyone’s time. In an online setting, professionalism will be judged by respectful email and office hour interactions and by students checking to see if the answer is in the syllabus or assignment first before emailing the instructor. You will receive a warning for your first unprofessional behavior, and the lab coordinator will be informed. Each successive behavior will result in 10% grade loss on that week’s lab

**Timing**

Labs should take approximately two hours each to complete.

We strongly encourage you to plan your time and start the labs early in the week. Completing the labs in advance also allows you to ask your TA questions.

**Course Schedule**

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| --- | --- |
| **Topic** | **Due Date** |
| Lab 1- Solar Radiation & Seasons | 9/11 |
| Lab 2- Stratospheric Ozone | 9/18 |
| Lab 3- The Troposphere | 9/18 |
| Lab 4- Air Pollution | 9/25 |
| Lab 5- Carbon Cycle | 10/2 |
| Lab 6- Global Surface Temperature | 10/9 |
| Lab 7- Glacial-Interglacial Cycles | 10/16 |
| Lab 8- Temperature Changes over the Past Millennium | 10/23 |
| Lab 9- Recent Climate Variability and Change I  | 10/30 |
| Lab 10- Recent Climate Variability and Change II | 11/6 |
| Lab 11- Future Climate Change | 11/13 |

**Accommodations for Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for responsible accommodation of their disabilities. Students who wish to request accommodation for a disability may do so by registering with the Access and Accommodation Services. Students may only be accommodated upon issuance by Access and Accommodation Services of a signed Accommodation Plan and are responsible for providing a copy of that plan to instructors of all classes in which accommodations are sought.

**COVID-19 Safety**

The University System of Georgia requires faculty, staff, students and visitors to wear an appropriate face covering while inside campus facilities. Face coverings will be worn in addition to and not as a substitute for social distancing. Failure to follow this guideline may result in being expelled from the lab room.

**FERPA**

In keeping with USG and university policy, this course website will make every effort to maintain the privacy and accuracy of your personal information. Specifically, unless otherwise noted, it will not actively share personal information gathered from the site with anyone except university employees whose responsibilities require access to said records. However, some information collected from the site may be subject to the Georgia Open Records Act. This means that while we do not actively share information, in some cases we may be compelled by law to release information gathered from the site. Also, the site will be managed in compliance with the Family Educational Rights and Privacy Act (FERPA), which prohibits the release of education records without student permission. For more details on FERPA, go to registrar.gsu.edu/academic-records/records-management/ferpa/