

# Getting Started Guide – Biotech 1000

**About this course:** This is a CBE, or Competency-Based-Education course. All students will learn to master all skills and concepts taught. Students can repeat tasks until they fully understand them.

**Computer-based and Lab-based work:** There are assignments, quizzes, videos, and study material on Canvas. However, most of the work you do for this course will be done in our lab, Jordan Health Sciences Building room 263.

**Meeting Times:** There are no set meeting times for this course. There is both online and lab-based work. It is up to you to schedule time to come in to the lab to complete your lab work.

**Self-Scheduled:** Our lab is open: Monday – Thursday from 10am – 8pm, and Saturday from 8am – 2pm, the lab is closed on Fridays and Sundays. You schedule your own visits to the lab by booking a time on the electronic lab calendar, found here: <http://biotech.youcanbook.me> .

**Self-Paced:** You work at your own pace, but there are **benchmarks** (deadlines) you must meet in order to stay on target and finish your class on time. The online (Canvas) work is due by the last day of classes for the semester (see SLCC Academic Calendar for dates). A list of **benchmarks** for the lab portions of this class can be found in Canvas, under the “Announcements” section.

**Finish Faster:** You may work as quickly as you’d like on both the online work, and your lab work. Since our labs are self-scheduled, you can schedule your visits to the lab more frequently and finish faster. It is possible to finish the course much sooner than the end of the semester. Many students finish early.

**Grades:** Since this is a CBE course, you need to get a “B” or better in order to take the next Biotech course. You need to complete all labs and assignments in order to receive a “B” or higher grade for this course.

**What to Expect:** When you are working in the lab, there will always be one of our Biotech faculty or staff in the room to assist you. You do not need to have any prior lab experience for this course.

**Lab Work, Repeats:** You may need to repeat labs that do not give you the desired result on the first attempt (i.e. bacterial cultures do not grow). It may be necessary to repeat portions of your labs in order to complete them successfully.

**Lab Safety:** Your orientation appointment will address basic lab safety, and the proper attire for lab work in the SLCC Biotech labs. It is important that you adhere to safety policies. Please report any problems or accidents to Biotech faculty or staff immediately.

**Orientation:** Your orientation appointment will give an overview of this class. We will discuss the lab work you will do, show you where you will be working, and go over how to schedule your time in the lab and how to get started. There will be plenty of time to answer any questions you may have. You now have the option of watching an online orientation video, rather than an in-person meeting.

**Getting Help:** Jean Bower is the instructor for this class. Questions regarding online assignments or grading should be directed to Jean. Douglas Knaphus is the CBE Student Coordinator. General questions about Biotech classes, registration, scheduling, or technical issues should be directed to Doug. Jean Bower and Douglas Knaphus can be reached through Canvas, or via email at [jean.bower@slcc.edu](mailto:jean.bower@slcc.edu) or [douglas.knaphus@slcc.edu](mailto:douglas.knaphus@slcc.edu) .