INSTRUCTOR:
Dr. Bart Schutzman  
Office: Rm 1531 Fifield Hall, UF Gainesville Campus  
Ph (office): (352) 273-4572; Cell: (352) 256-4810 (texts only unless prearranged)  
E-Mail: bart@ufl.edu

TA:  
Lily Deeter  
Cell: (904) 377-5058  
E-Mail: ldeeter@ufl.edu

It is best to email me through my UF email address (bart@ufl.edu). You are also welcome to make an appointment for a phone call or Zoom meeting.

This course is online and mostly asynchronous. The section you sign up for has a time window that you should not schedule in any other course because synchronous activities occur during that window. The E-Learning (Canvas) site will be used to give you instructions for each week, including links to the online modules, online module PowerPoint slides, module transcripts, plant lists in PDF format, links to plant videos. It will also give you access to the Plant Image Library, an important resource within your Canvas site:  
Userid: if-svc-enhplantid  
Password: Bismarckia (case-sensitive)

Why is the course “mostly asynchronous”?  
1) Attendance at the first zoom meeting is required because we discuss how the class is structured and answer your questions. Your success in the course hinges on how you understand the workings of this class. Significant credit will be given for attendance at the first Zoom meeting.  
2) All quizzes occur in the time window of the section you registered for.

All course lecture and lab videos are asynchronous. Zoom meetings are scheduled one per week in the time slot used for the section you attend. The Zoom meetings are used for discussion and questions. Quizzes are scheduled within the Zoom meeting window so questions before and after the quizzes can be easily discussed. The midterm and final are each in a large asynchronous window.

All exams will use HonorLock, and as such, all students MUST possess a functioning webcam for their computer.

CATALOG DESCRIPTION:  
Lecture - Identification, growth characteristics, culture and use of common landscape and greenhouse plants. Materials include trees, shrubs, vines, ground covers, floriculture crops. Emphasizes temperate and subtropical plants. Tropical plants covered often are grown in temperate areas as houseplants.

Laboratory - Introductory, upper-division environmental laboratory course. Identify commonly used landscape plants, their use and their characteristics.

COURSE OBJECTIVES: Upon completing this course, students should be able to:
  1) Comprehend fundamental plant morphological characteristics and use them to identify common landscape and other plant materials  
  2) Learn approximately 200 plants online, along with basic terminology used to describe them  
  3) Apply basic principles of botanical and horticultural taxonomy and nomenclature to describe plants  
  4) Understand the origin, use and function of plants in our environment

Learning plants does not just require you to recognize them! You will have to study both morphological terminology and nomenclature (both common and scientific names) and be able to make the connections necessary between the plants, their names, and all relevant terminology.

REQUIRED READING
REQUIRED Textbooks:  

Additional references and study guides will also be provided when appropriate.

COURSE PREREQUISITES: Junior level standing or higher, or permission of the instructor.
CONTENT AND ORGANIZATION:
Both the undergraduate (ORH3513C) and graduate course (ORH5117C) consists of asynchronous laboratory (1/3) and lecture (2/3) portions. The plant image library is an additional resource available through the Canvas page.

Both lectures and labs are in the form of modular video presentations. They are asynchronous and Canvas-based. All exams are in Canvas and will use Honorlock Proctoring.

Lecture materials consist of:
1) Approximately 40 video modules, along with their PDF transcripts and PDF handouts of the PowerPoint presentations. Watch the videos each week and be prepared the following class session to be quizzed on that material.

2) Assignments to reinforce lecture materials, covering the diverse topics of plant nomenclature, classification, vegetative, floral and fruit morphological terminology, and use and creation of dichotomous keys

Lab Materials consist of:
1) Video presentation for each plant in the week’s lab list.
2) Ten “Plant Focus Modules” each of which has a single video and covers a specific plant group, discussing 4-6 plants per group. You are responsible for the identification of these as well as the individual species listed on the weekly plant list. Plant Focus Modules are: Aroids, Cacti, Cycads, Ferns, Ficus, Houseplants, Landscape Plants, Orchids, Palms, and Succulents.

What and How are Plant Materials Learned?
Students will be expected to learn and identify about 200 plants.

Lecture materials include terminology used in plant identification, rules and application of plant nomenclature (botanical and horticultural), relevant plant materials to illustrate terminology and other lecture topics, and functional aspects of horticultural plants in our environment. The learned plant materials will build on lecture material and expose students to other plant materials also related to lecture topics.

All terminology is important, but in this course, the most crucial terms are the vegetative features, mostly centering around leaves and stems. A flash card set is provided to each student at the beginning of the semester. You should be able to recall all the terms on the flash cards without any word banks, clues, or special hints.

Many vegetative, floral or fruit terms will be tested using multiple choice, T/F, or matching with word banks. However, you are responsible for any terms and conceptual materials mentioned in lectures with all the above methods of testing as well as with fill-in-the-blank questions. You will be asked to commit terms other than those presented in the flashcard deck to memory. Handouts will be made available for study referred to as “Concepts and Terms” that you can use as a study guide for the lecture midterm and final.

The way you should learn plant names and what is required is spelled out on your handout entitled “Writing of Scientific Names.” You will learn plants from the videos and reinforcing your knowledge by venturing out independently or in socially distanced groups to find the plants in real life to examine and photograph. If permitted (depending on current university policy) and a TA is available, the TA could provide live reviews for the lab final. All plants taught are available somewhere on the UF campus.

Plants learned will be quizzed on weekly in Canvas. All lab quizzes, midterms and final are comprehensive and include plants of the current week’s list as well as those from past lists.

E-LEARNING SITE
Sign onto the E-Learning site (Canvas) with your Gatorlink credentials. If at any time you experience problems with the site, then it is your responsibility to contact the UF Computing Help Desk at: http://helpdesk.ufl.edu or (352) 392-4357. Please make sure to have Canvas Notifications enabled.

COURSE EVALUATIONS:
Students are expected to provide feedback on the quality of instruction in this course. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu.
ASSESSMENT AND GRADING:
For information on current UF policies for assigning grade points, see
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Lecture Assessments (2/3 of course):
Weekly Quizzes 20% of lecture grade (lowest quiz automatically dropped)
Midterm Exam 40% of lecture grade
Final Exam 40% of lecture grade

Lab Assessments (1/3 of course):
Weekly Quizzes 40% of lab grade (lowest quiz automatically dropped)
Midterm Exam 30% of lab grade
Final Exam 30% of lab grade

The graduate section (HOS5117C) includes an additional graduate assignment (arranged with each student) that
will be added to the above, and will constitute 20% of the course grade. In other words, 80% of the course grade will
be determined as stated above, and the additional 20% will come from the graduate assignment.

GRADING
Remember that grades posted in Canvas are ONLY RAW SCORES for your weekly quizzes, midterms and finals.
The calculation of their relative values has not been made; therefore the values Canvas calculates from those raw
scores are NOT correct. You will have to do extra math to determine how you are doing in the course!

Grade Range: Course letter grades will be based on the following scale:
A  92.45-100
A- 89.45-92.44
B+ 86.45-89.44
B  82.45-86.44
B- 79.45-82.44
C+ 76.45-79.44
C  72.45-76.44
C- 69.45-72.44
D+ 66.45-69.44
D  62.45-66.44
D- 59.45-62.44
E  <=59.44

ABSENCES AND MAKE-UP WORK
Requirements for class attendance and make-up exams, assignments and other work are consistent with university
policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

ACADEMIC HONESTY
As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the
following pledge: “We, the members of the University of Florida community, pledge to hold ourselves and our peers
to the highest standards of honesty and integrity.” You are expected to exhibit behavior consistent with this
commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the
following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in
doing this assignment.”

It is assumed that you will complete all work independently in each course unless the instructor provides explicit
permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part
of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct
to appropriate personnel. It is your individual responsibility to know and comply with all university policies and
procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the
University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for possible
disciplinary action. For more information regarding the Student Honor Code, please see:

****************************************************************************************************
PLEASE NOTE  *****************************************************************************************
ALL EXAMS ARE CLOSED NOTE / BOOK. DISHONESTY WILL NOT BE TOLERATED IN THIS COURSE.
****************************************************************************************************

SOFTWARE USE
All faculty, staff and students of the university are required and expected to obey the laws and legal agreements
governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual
violator. Because such violations are also against university policies and rules, disciplinary action will be taken as
appropriate.
CAMPUS HELPING RESOURCES

Health and Wellness Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university’s counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- **U Matter We Care**, [http://www.umatter.ufl.edu](http://www.umatter.ufl.edu). If you or a friend are in distress, please contact umatter@ufl.edu or 352-294-2273 so that a team member can reach out to the student.

- **Counseling & Wellness Center**, 3190 Radio Road, 352-392-1575, [http://www.counseling.ufl.edu/cwc/default.aspx](http://www.counseling.ufl.edu/cwc/default.aspx)
  - Counseling Services
  - Groups and Workshops
  - Outreach and Consultation
  - Self-Help Library
  - Training Programs
  - Community Provider Database

- **University Police Department**: 352-392-1111 or 9-1-1 for emergencies

**Academic Resources**


**Library Support**, [http://cms.uflib.ufl.edu/ask](http://cms.uflib.ufl.edu/ask). Various ways to receive assistance with respect to using the libraries or finding resources

- **Teaching Center**, Broward Hall, 352-392-2010 or 392-6420. General study skills and tutoring. [http://teachingcenter.ufl.edu](http://teachingcenter.ufl.edu).


**Services for Students with Disabilities**

- The Disability Resource Center (0001 Reid Hall, 352-392-8565, [http://www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)) coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

**STUDENT COMPLAINTS**

Each online distance learning program has a process for, and will make every attempt to resolve, student complaints within its academic and administrative departments at the program level. See [http://distance.ufl.edu/student-complaints](http://distance.ufl.edu/student-complaints) for more details.

**INFORMATION SOURCES**: Lecture and lab schedule is presented below.

NOTE: Visual nature and memorization requirements of this course make it imperative that students view all lectures and read all handouts.
# LAB AND LECTURE SCHEDULE (Subject to change at the instructor’s notice):

<table>
<thead>
<tr>
<th>WK</th>
<th>DATES</th>
<th>WEEKLY MODULES</th>
<th>Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/31-9/4</td>
<td>Welcome; Introduction</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Plant List 1</td>
<td>The Whole Plant</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(no focus)</td>
<td>Plant Nomenclature I</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>9/7-9/11</td>
<td>Plant Nomenclature 2</td>
<td>Lect. Quiz 1</td>
</tr>
<tr>
<td></td>
<td>Plant List 2</td>
<td>Plant Nomenclature 3</td>
<td>Lab Quiz 1</td>
</tr>
<tr>
<td></td>
<td>Focus: <em>Ficus</em></td>
<td>The genus <em>Ficus</em></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>9/14-9/18</td>
<td>Leaf Arrangement and Attachment</td>
<td>Lect. Quiz 2</td>
</tr>
<tr>
<td></td>
<td>Plant List 3</td>
<td>Stipules</td>
<td>Lab Quiz 2</td>
</tr>
<tr>
<td></td>
<td>(no focus)</td>
<td>Leaf Complexity and Venation</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>9/21-9/25</td>
<td>Leaf Shape</td>
<td>Lect. Quiz 3</td>
</tr>
<tr>
<td></td>
<td>Plant List 4</td>
<td>Leaf Apices</td>
<td>Lab Quiz 3</td>
</tr>
<tr>
<td></td>
<td>Focus: Ferns</td>
<td>Leaf Bases</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>9/28-10/2</td>
<td>Leaf Margins</td>
<td>Lect. Quiz 4</td>
</tr>
<tr>
<td></td>
<td>Plant List 5</td>
<td>Leaf Textures and Surfaces</td>
<td>Lab Quiz 4</td>
</tr>
<tr>
<td></td>
<td>Focus: Cacti</td>
<td>Modified Structures I</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>10/5-10/9</td>
<td>Modified Structures 2</td>
<td>Lect. Quiz 5</td>
</tr>
<tr>
<td></td>
<td>Plant List 6</td>
<td>Plant Forms</td>
<td>Lab Quiz 5</td>
</tr>
<tr>
<td></td>
<td>Focus: Succulents</td>
<td>Succulents</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>10/12-10/16</td>
<td>MIDTERMS - TBA - no new materials</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>10/19-10/23</td>
<td>Plant Life Cycle and Persistence</td>
<td>no lect. quiz</td>
</tr>
<tr>
<td></td>
<td>Plant List 7</td>
<td>Plant Variation</td>
<td>no lab quiz</td>
</tr>
<tr>
<td></td>
<td>Focus: Housepls.*</td>
<td>Flowers 1</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>10/26-10/30</td>
<td>Flowers 2, 3</td>
<td>Lect. Quiz 6</td>
</tr>
<tr>
<td></td>
<td>Plant List 8</td>
<td>Inflorescences 1</td>
<td>Lab Quiz 6</td>
</tr>
<tr>
<td></td>
<td>Focus: Landsc. Pls.*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>11/2-11/6</td>
<td>Inflorescences 2</td>
<td>Lect. Quiz 7</td>
</tr>
<tr>
<td></td>
<td>Plant List 9</td>
<td>Fruits I, 2</td>
<td>Lab Quiz 7</td>
</tr>
<tr>
<td></td>
<td>Focus: Palms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>11/9-11/13</td>
<td>Fruits 3</td>
<td>Lect. Quiz 8</td>
</tr>
<tr>
<td></td>
<td>Plant List 10</td>
<td>Plant Taxonomy I, 2</td>
<td>Lab. Quiz 8</td>
</tr>
<tr>
<td></td>
<td>Focus: Orchids</td>
<td>Orchids</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>11/16-11/20</td>
<td>Plant Groups</td>
<td>Lect. Quiz 9</td>
</tr>
<tr>
<td></td>
<td>Plant List 11</td>
<td>Ferns and Fern Allies</td>
<td>Lab Quiz 9</td>
</tr>
<tr>
<td></td>
<td>Focus: Aroids</td>
<td>Angiosperms</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>11/23-11/27</td>
<td>HOLIDAY WEEK – Happy Thanksgiving!</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>11/30-12/4</td>
<td>Cycads</td>
<td>Lect. Quiz 10</td>
</tr>
<tr>
<td></td>
<td>Plant List 12</td>
<td>Gymnosperms</td>
<td>Lab Quiz 10</td>
</tr>
<tr>
<td></td>
<td>Focus: Cycads</td>
<td>Dichotomous Keys</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>12/7-12/11</td>
<td>Climate and Phytogeography I, 2</td>
<td>no lect. quiz</td>
</tr>
<tr>
<td></td>
<td>no plant list</td>
<td>Landscaping Principles</td>
<td>no lab quiz</td>
</tr>
<tr>
<td></td>
<td></td>
<td>no plant list</td>
<td>terminology</td>
</tr>
<tr>
<td>16</td>
<td>12/14-12/18</td>
<td>LECTURE AND LAB FINAL – TBA</td>
<td></td>
</tr>
</tbody>
</table>

*abbreviation “pls. = plants”

ver. 2020-08-18