# **FUNDAMENTALS OF** PLANT-PEST MANAGEMENT **IPM 3022**

# SPRING SEMESTERS

Credits: 3

**Instructor: Dr. Silvana Paula-Moraes** West Florida Research and Education Center (WFREC) **Entomology & Nematology Department/IFAS University of Florida** 4253 Experiment Dr., Hwy. 182 Jav, FL 32565

TEL: 850-981-7101 paula.moraes@ufl.edu

Ms. Amina Twaibu WFREC **Entomology & Nematology** Department/IFAS **University of Florida** 4253 Experiment Dr., Hwy. 182 Jay, FL 32565 email: twaibu.aa@ufl.edu

Mr. Claudia Alzate **Entomology and Nematology Department - Master Distance Program** calzate@ufl.edu

#### **IMPORTANT INFORMATION:**

- The course is comprised of 14 modules. Each module has 1-5 narrated PowerPoint presentations (PPTs) that are 5-30-minute lectures. All presentations and other course materials (except the textbook) and activities are available on UF e-Learning and managed using the Canvas online course system.
- The lecture presentations of each module should be viewed weekly in order to complete all exams and assignments in a timely fashion and participate in the discussions.
- Office hours: The student should always contact the instructor or the TAs by Canvas, and always copy both in the message. Meeting by Zoom can be scheduled if the student needs to discuss a specific topic with the instructor or TA.
- Communication: The student must turn on the notification system in his/her Canvas in order to receive real-time alerts about the course. The student should check the announcement section in Canvas, at least once a day to keep informed about the course.
- **Internet access** is the responsibility of the student. Problems related to access to the internet will not be considered an excuse for failing in exams/assignments, etc. Students having problems accessing Canvas must contact E-learning technical support, and the contact of the UF computing Help Desk is: 352-392-4357/e-mail: helpdesk@ufl.edu.
- Students requesting special accommodations should submit the accommodation letter to the instructor during the first week of the course.

**DESCRIPTION OF THE COURSE:** This course will examine the fundamental concepts, philosophies, strategies, and tactics to manage pest populations. Terms, history, and an overview of pest groups will be presented.

Ecological principles and the value of biodiversity in agroecosystems will be examined. Sampling strategies, decision-making criteria, management tactics, area-wide pest management, and insect resistance management will be discussed. Examples of specific cases of pest management in plant production systems will be presented. Videos and readings will provide more in-depth information for responding to questions on exams. Assignments will synthesize information in the lectures and assigned readings and review information available on the Internet. Discussion sessions will allow students to share opinions, perspectives, and experiences about specifics topics.

#### OVERALL LEARNING OBJECTIVES OF THE COURSE:

- 1. Recognize insect injuries in plant tissues caused by insects and associate with the life stage of the pest.
- 2. List and discuss the principles of insect ecology related with pest management.
- 2. List the historical events of pest control and the concept of Integrated Pest Management (IPM).
- 3. Define the concept of IPM and Insect Resistance Management (IRM) and list their components.
- 4. Analyze examples of area-wide pest management programs.
- 5. Criticize examples of IPM programs.
- 6. Discuss the application of strategies and tactics in pest management and list their limitations.
- 7. Formulate IPM tactic recommendations.

**TEXTBOOK READING** must be done during the same week as the associated module. This course is not entirely based on the textbook so the lectures and other materials provided in each module should be accessed. However, the textbook is an important educational material, and the purpose of these readings is to provide supplemental and in-depth information on topics discussed in the module. Topics in the textbook chapters may appear as questions on the exams.

Make sure you use the 7<sup>th</sup> edition of the textbook:

Pedigo, L.P.; Rice, M.E. Rayda K. Krell, 2021. Entomology and Pest Management, 7th edition, 584 pages. Waveland Press, Inc.

#### STUDENT PERFORMANCE ASSESSMENT:

Course Orientation Quiz	40 points	4%
Introductory video	40 points	4%
Three discussions (50 points each)	150 points	15%
Four module exams (75 points each)	300 points	30%
Four assignments (80 points each)	320 points	32%
One final exam	150 points	15%
TOTAL	1000 points	100%

#### **COURSE GRADING SCALE:**

Final grade	Scale: Percentage
A	92-100
<b>A-</b>	90-91
B+	87-89
В	83-86
<b>B</b> -	80-82
<b>C</b> +	77-79
C	73-76
C-	70-72
D+	67-69
D	63-66
D-	60-62
E	<60

Information on current UF grading policies for assigning grade points is at: catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx.

# CRITICAL DATES

Deadline	Activity	Points
January 16	Course Orientation Quiz	40 (4%of total)
January 16	Introductory video	40 (4%of total)
January 22	Assignment #3 – part one – Group submission	2 (0.2% of total)
January 22	Discussion #1	50 (5% of total)
February 5 to 6	Exam 1 (Modules 1, 2, 3, and 4)	75 (7.5% of total)
February 5	Assignment #1	80 (8% of total)
February 19	Assignment #2	80 (8% of total)
February 26 to 27	Exam 2 (modules 5, 6, and 7)	75 (7.5% of total)
March 18	Discussion #2	50 (5% of total)
March 18	Assignment #3 part two	78 (7.8% of total)
March 25 to 26	Exam 3 (modules 8, 9, and 10)	75 (7.5% of total)
April 8	Discussion #3	50 (5% of total)
April 15	Assignment #4	80 (8% of total)
April 15 to 16	Exam 4 (modules 11, 12, and 13)	75 (7.5% of total)
April 29 to 30	Final exam	150 (15% of total)

# COURSE SCHEDULE AND ACTIVITIES CHECKLIST

January 8-12:								
	View the introductory video of the instructor and the TA							
	Obtain textbook							
	Read the syllabus and take the course orientation quiz before the deadline.							
	Post an introductory video: see the deadline in the critical dates table							
	View three PPTs of Module 1: Insect Ecology-Principles Related to Pest Management							
	Additional readings in textbook:							
Lecture A	Recognize the three general types of insect mouthparts - Chapter 2 - 34 to 39							
	Recognize at least four insect injuries in plant tissues - Chapter 7 - 236 to 239							
	Describe different life cycles of insects - Chapters 4- 144 to 148							
Lecture B	Compare and contrast r and K survival strategies - Chapter 5 - 236 to 239							
	List causes of insect mortality - Chapter 5 – 167 to 170							
	Define natural control - Chapter 5 – 183 to 186							
<b>January 16-19:</b>								
	View four PPTs of Module 2: Introduction to Pest Management: Major Groups of Pests, Historical							
	Events, and Concepts in Integrated Pest Management							
	Finish watching student introduction videos, set and submit group for assignment #3							
	Assignment #3 – part one – Group submission before deadline.							
	Post Discussion #1 before the deadline.							
	Additional readings in the textbook:							
Lecture A	Describe the concept of "pest" and identify the major groups of pests – Chapter 1 – 11 to 30							
Lecture C	Recognize the significant events in pest management's history - Chapter 8 -254 to 258							
	Know the key people involved in IPM and the pioneer publications to understand - Chapters $8-258$							
	to 260							
Lecture D	Define integrated pest management – IPM - Chapter 8 – 260 to 261							
	Summarize the four strategies of pest management - Chapters 8 – 261 to 264							

January 22-26.   View four PPTs of Module 3: Pests Surveillance and Sampling   Textbook reading: Chapter 6 pgs. 213-215 and 239-240   Additional readings in textbook:		4
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	View the four PPTs of Module 8: Biological Control
	Exam 2 (Modules 5, 6, and 7) see the deadline in the critical dates table
	Additional readings in textbook:
Lecture A	Differentiate Define natural control and applied biological control - Chapter 9 – 275 to 278
	Compare the four agents of biological control - Chapter 9 –278 to 284 and Chapter 12 – 380 to 385
Lecture B	Define classical, applied, and conservation biological control - Chapter 9 –284 to 291
March 4-8:	
	View the two PPTs of Module 9: Behavioral Control
	View the two videos of biological control
	Post Discussion #2 due before deadline.
	Assignment #3 – part two: see the deadline in the critical dates table
March 11-15:	Spring break
March 18-22:	
	View the PPT of Module 10: Biopesticides
	Additional readings in textbook:
Lecture A	Define a biopesticide - Chapter 12 –379 to 385, including table 12
March 25-29:	2 cmic we deposition of the poor, including west 12
	View three PPTs of Module 11: Chemical Control with Conventional Insecticides
	Textbook reading: Chapters 11 pgs. 370-421 and 430-431; Chapter 17 pg. 602-605
	Exam 3 (Modules 8, 9, and 10) March 27-28
	Additional readings in textbook:
Lecture A	List and explain the three names used to designate insecticides - Chapter 11 –326 to 327
Lecture A	List at least 5 pesticides classes and give one example of a commercial name for each class
	- Chapter 11 –328 to 354
	Explain what a pesticide formulation is and list at least 5 kinds of insecticide formulations -
T / D	Chapter 11 –356 to 358
Lecture B	List the two types of human poisoning response and define LD50 - Chapter 11 –361
	List and explain the three signal words found on all pesticide products - Chapter 11 –361 to
	362
	Recognize the key information in pesticide label - Chapter 11 –365 to 367 and search labels
	in the chemical groups in Extension publications.
Lecture C	Recognize the main aspects to be considered in the ground application of pesticides - video
	with Dr. Barry Brecke, including the visualization of the parts of a sprayer
	List the types of clothing and Personal Protective Equipment (PPE) used to apply
A 47 -	insecticides - Chapter 11 –375 to 377
April 1-5:	
	View two PPTs of Module 12: Genetic Control
	Discussion #3 due before deadline
	Additional readings in the textbook:
Lecture A	List 3 actual targets and 3 potential targets of the sterile insect technique - Chapter 15 –456 to 459
Lecture B	Define biotechnology and list examples of transgenic crops in agriculture - Chapter 12 – 385 to 386
	and Chapter 13 –408 to 413
	List at least three advantages and three disadvantages of Bt crops - Chapter 13 –414 to 416
<b>April 8-12:</b>	
	View two PPTs of Module 13: Insect Resistance, Insect Resistance Management (IRM) in an IPM
	Framework
	Assignment #4 due before deadline
	Additional readings in textbook:
	U U

Define pest resistance to pesticides in general and the magnitude of the insecticide resistance
problem - Chapter 17 –495 to 498
List and define the three mechanisms of insect resistance to insecticides - Chapter 17 –498 to 499
Define insect cross-resistance to insecticides - Chapter 17 –499 to 501
List at least 3 genetic, biological, and operational factors that influence the rate of insect resistance
development - Chapter 17 –506 to 508
Define and apply components of an IRM program when recommending an insecticide - Chapter 17 –
506 to 508
Define insect cross-resistance to insecticides - Chapter 17 –499 to 501
View the PPT of Module 14: Development of an IPM program
Exam 4 (Modules 11, 12, and 13) see the deadline in the critical dates table.
Additional readings in textbook:
Contrast preventive vs therapeutic practices in pest management - Chapter 16 – 472 to 479
List the sequence of the development of an IPM program - Chapter 16 –479 to 480
Compare pest injury tolerance vs crop values in an IPM program - Chapter 16 –480 to 481
List and discuss the approaches to integrate chemical and biological control tactics - Chapter 17 –
515 to 516
Reading days
,
Final Exam: see the deadline in the critical dates table

# STUDENT PERFORMANCE ASSESSMENTS

# **COURSE ORIENTATION QUIZ**

Watch the "Orientation" session on Canvas and read the syllabus completely. Then take a short quiz of 20 multiple choices and/or true/false questions (2 points each) on or before the deadline. You are allowed two attempts, and only your top score will be recorded.

## INTRODUCTORY VIDEO

You will post an introduction of yourself and learn about your classmates. In your self-introduction, you **must** provide the following information:

- 1. Name
- 2. Major
- 3. Hometown
- 4. Describe any previous experience with pest management
- 5. Describe why you are in the course and career goals
- 6. Describe your workstyle when collaborating in group projects
- 7. Your hobby or what you like to do in your free time

Find in FILES and in **Introductory Video** (Discussion section) the steps to attach a video to a discussion thread. The **quality of the video** will be graded based on: **answer of the seven items previously listed; sound recording quality; good light (give preference to record outside); and image focus**.

This is an opportunity to get to know the students of the course and contact them by replaying their video post. You must post your video on or before the deadline.

These exams are taken on-line. Students may use notes, books, and the Internet as resources. However, because **the exams are time-limited (50 minutes)**, students should prepare themselves for the exam beforehand rather than depend on finding information during the exam. Each exam could include true/false questions, multiple choice questions, fill-in questions, matching question, and short answer questions. There are four module exams, each worth 75 points (7.5%/exam in the final grade). For each module exam, the student is **allowed two attempts**, and the top score will be recorded. In the same way, for each student, the exam with the lowest score among the four modules exams will be discarded and not included in calculating the final course grade.

Each module exam is accessible from **Monday 8:00AM EST to Tuesday 11:59PM EST**. See critical dates and course schedule table for the exam dates.

## FINAL EXAM

This exam is taken on-line. Students may use notes, books, and Internet as resources. However, because the exam is time-limited (50 minutes), students should prepare themselves for the exam beforehand rather than depend on finding information during the exam. The Final Exam covers all 14 modules and may consist of true/false questions, multiple-choice questions and short answer questions. The student is allowed two attempts, and the top score will be recorded. The Final Exam worth 150 points (15% in the final grade) and is open from Monday to Tuesday. See "Critical dates" and course schedule for the final exam dates.

#### ASSIGNMENTS

The assignments #1, #2, #3 part one, and #4 are to be done individually, not as a group. The assignment #3 part two is to be done as a group. Use of information gathered from Wikipedia is not allowed. Citation of Wikipedia will automatically result in a 0 on the assignment. All assignments must be delivered via UF e-Learning by 11:59PM EST of the due date. An assignment delivered after the due date will be penalized 2 points for each calendar day it is late. The limit for late submission is one month after the due day. Grammar, neatness, formatting, and spelling will be considered in the evaluation of these assignments.

# ASSIGNMENT #1: Portfolio with plant injury caused by different insect mouthparts.

The learning objectives of this assignment are to be able to identify the three general types of insect mouthparts and recognize the most common injuries on plant tissues caused by different insect mouthparts.

For this assignment, you will prepare a photo-based portfolio with 8 photos of plant tissue injuries caused by insects.

The photos should display an identifying characteristic of the plant injury representing the following categories (according to Chapter 7 of the textbook): 1) defoliation; 2) sapper assimilation; 3) fruit feeding; and 4) Plant architecture modifier.

You will need to prepare 2 pictures for each insect plant injury category.

For each photo, you will provide the following information in the caption (an example is provided on Canvas):

- a) Name of the plant injury category
- b) Type of the insect mouthpart that causes the plant injury portrayed in the photo
- c) Name of the insect Orders of pests that can cause the plant injury portrayed in the photo
- d) Name of the insect life cycle stage (larva/nymph or adult) in each insect Order listed in "c)" that causes the plant injury portrayed in the photo.

# Important rules:

1) It is recommended that you take your own photos as a good exercise to recognize different plant injuries and different mouthparts of insect pests in different systems. In case you are not able to do that, and you need to use photo taken by others from the internet, you should observe copyrights when using them (always cite the source of

the picture). The authorship of the photos needs to be recognized and cited.

- 2) photos with bad composition or bad focus will receive no credit. We need to be able to tell what it is, otherwise, it is not a good enough photo.
- 3) you can use photos of plant injury caused by immature insect pests.
- 4) illustrate the portfolio with appropriately sized images, figure number, and caption including the information previously indicated (see the example is provided on Canvas).
- 5) prepare your portfolio in power point, use Arial or Tahoma, font size 14 for title, font size 12 for your name, font size 12 for body, with uniform, pale background (see the example is provided on Canvas).
- 6) Name the file with your last name assig1 and submit the PDF via Canvas.

# An assignment delivered after the due date will be penalized 2 points for each calendar day it is late. The limit for late submission is one month after the due day.

## ASSIGNMENT #2: Extension poster for identifying and monitoring a pest

The learning objectives of this assignment are to appraise the importance of a correct pest identification; selection of different pest sampling techniques for pest population monitoring; and to be familiar with economic damage thresholds established for pests.

Research one of the plant pest species listed below and develop an extension poster using PowerPoint.

A sample poster is on the Canvas site of the course. Address the following topics in the poster:

- 1) Identification, brief biology, host plants, injury, and economic impact caused by the pest.
- 2) Detailed sampling method(s) to monitor the pest and whether the sampling method(s) measures absolute density or relative abundance.
- 3) Other information besides pest numbers that should be monitored (e.g., rainfall, plant stage, beneficial organisms) and how these factors are monitored. **DO NOT** mention control methods.
- 4) References cited. The information should be paraphrased (do not use quotations) and the literature source should be cited, following the Entomology of America Society guidelines at <a href="https://academic.oup.com/ee/pages/Manuscript Preparation#References">https://academic.oup.com/ee/pages/Manuscript Preparation#References</a>.

Use the poster template available on the UF e-Learning site (see Assignment #2 instructions). Illustrate the poster with appropriately sized images, graphs, and/or tables. When completed, convert the PowerPoint slide to a one-page PDF. EVERYTHING (including references) should fit comfortably on the one page.

# **Important rules**:

- 1) use font Arial or Tahoma, font size 72 for title, font size 40 for your name, font size 32 or 36 for text;
- 2) use a uniform, pale background with dark letters in bold (no shadowing);
- 3) give each figure (image, graph, or table) a number (e.g., Fig. 1, Table 2) and a brief caption, and cite each figure (as Fig. 1 or Table 2) in the text;
- 4) Cite the sources of all pictures;
- 5) Since it is an extension poster, make it attractive yet concisely informative to the extension client;
- 5) when completed, the one-page PowerPoint slide should be named with your **last name\_assig2** and submitted via Canvas.

## **Pest species**

Brown marmorated stink bug – *Halyomorpha halys*American serpentine leafminer - *Liriomyza trifolii*Cabbage aphid – *Brevicoryne brassicae*Corn earworm/cotton bollworm/tomato fruitworm – *Helicoverpa zea* 

#### limit for late submission is one month after the due day.

ASSIGNMENT #3: group project - commercial natural enemies and formulations available for pest biological control to manage insect pests - comparative analysis of six commercially available natural enemies/biopesticides.

The learning objective of this assignment is to be familiar with and make decisions when adopting commercial natural enemies and formulations available to **manage insect pests**. The project paper should be a synthesis (see table below) of information commercial natural enemies and formulations available to pest biological control, providing a comparative analysis of six commercially available natural enemies/pesticides.

Students will form teams of four members to collectively research, prepare, and present a table for each of the six agents of biological control listed below with the name of three companies on-line (including their website address) that sell commercial formulations of them (Assignment #3 – part one).

You will be able to get to know the students of the course by the Introduction Video and contact them by replaying their video post. **The team should have four students**. The list of the name of the students and the name of the group (the members should decide a group name) should be submitted to Canvas before or on the deadline. The name of the group will be used in the file when submitting the part two of the assignment #3. The four members of the team shall decide how to divide among themselves the six parts of the group project. Then, they will need to prepare a table for each of the six agents of biological control listed below with the name of three companies on-line (including their website address) that sell commercial formulations of them. The information should be combined in a table (see example of table below) (**Assignment #3 – part two**). The three companies do not need to be the same for all six agents of biological control.

For each commercial biological control agent, the group will need to list the products among the three companies (see example of a table below), including information about:

- 1) pricing.
- 2) target pests.
- 3) release/application recommendation and any availability of supporting information.
- 4) packaging (e.g., stage shipped).
- 5) which company you would purchase the natural enemy from and briefly explain your choice.

The tables should be prepared and combined in a Word document, named with your groupname\_assig3 and submit via Canvas.

The six agents of biological control are:

- *Trichogramma* spp.: There are several species, but all attack insect eggs; select ONE species and compare it across the three companies. Be sure to provide the name of the species.
- *Chrysopa/Chrysoperla* (predators commonly called aphid lions and green lacewings): There are several species; select ONE species and compare it across the three companies. Be sure to provide the name of the species.
- Any species of lady beetle (Coccinellidae): There are several species; select ONE species and compare it across the three companies. Be sure to provide the name of the species.
- Any species of predatory mite: There are several species, but all attack insect eggs; select ONE species and compare it across the three companies. Be sure to provide the name of the species.
- Bacteria-based biopesticide: There are several bacteria species sold for **insect management**; select and compare three products that contain the same bacteria species.
- Fungus-based biopesticide: There are several fungus species sold for **insect management**; select and compare three products that contain the same fungus species.

Example of table (the second part of the assignment #3 worth 78 points):

			0			,		
Agent of biological	Company	Commercial	Price	Target	Quantity/	Stage	Release	Company

control	name	name	\$US	pests	formulati on available	shipped	/application recommendation	choice and explanation
					avallable			
Chrysoperla	1							
carnea	2							
	3							

An assignment delivered after the due date will be penalized 2 points for each calendar day it is late. The limit for late submission is one month after the due day.

ASSIGNMENT #3 part one and ASSIGNMENT #3 part Two have different submission deadlines. An assignment delivered after the due date will be penalized 2 points for each calendar day it is late.

# ASSIGNMENT #4: Understanding the pesticide label and prescribing pest management control to decrease selection of pest resistant populations

The learning objectives of this assignment are to understand the major components of a pesticide label, the aspects to be considered when choosing an insecticide for chemical control of pests, and recommend management tactic based on the analysis of the pest problem.

**A.** Search the internet information and the labels of insecticides listed below. Download the pdf of the labels of insecticides and answer the following questions:

Question number	Question	Insecticide Lannate	Insecticide Mustang Max	Insecticide Abamectin	Insecticide Admire Pro
1.	What is the				
	brand name of				
	the insecticide?				
2.	Who is the				
	manufacturer of				
	the insecticide?				
3.	What is the				
	common name				
	of the active				
	ingredient of the				
	insecticide?				
4.	What is the				
	chemical class of				
	the insecticide?				
5.	What is the				
	mode of action				
	of the insecticide				
	(IRAC group)?				
6.	What is the				
	signal word				
	listed on the				
	insecticide?				
7.	What is the				
	formulation of				
	the insecticide				
	(liquid, powder,				
0	etc.)?				
8.	What is the re-				

	entry period of the insecticide?		
9.	What is the PPE required when applying the insecticide?		

**B.** You are a pest consultor working in the cotton production area in the Florida Panhandle and the average size of the cotton fields is 100 acres. Farmers from the region contacted you complaining about an infestation of cotton aphids, *Aphis gossypii* cotton during the vegetative stage. They report the presence of nymphs and adults on the top canopy of the plants, with leaves curling downward. Some of the plants are presenting wilting and discoloration. Search in the labels from "A" for if the insecticide is listed for the management of this pest. Select and recommend one insecticide to manage this pest, providing the following indicated in the table below. Make sure you read the label and consider the impact of the insecticide on natural enemies and pollinators.

	1	er the impact of the insecticide on natural enemies and poninate
Question	Question	Answer
number		
1.	Brand and	
	common name	
	of the	
	insecticide	
2.	Recommended	
	rate in ground	
	application	
3.	<b>Directions for</b>	
	Insect	
	Resistance	
	management	
	(decrease the	
	risk of insect	
	resistance)	

The answers to items **A** and **B**, of the assignment #4 should be prepared in a **Word document**, named with your **lastname** assig4, and submit via Canvas.

# Late submission for this assignment will not be accepted.

4.	List one	
	reason for the	
	selection of the	
	insecticide.	

# **DISCUSSION BOARD**

The Discussions are your opportunities to interact, share thoughts and ideas, agree and disagree, and learn from each other about concepts and applications of IPM. During the period that the discussions are open, you should take time for a thoughtful, researched, yet personal response. After you provide your response, you should read the postings from others in your group and reply with your thoughts and opinions in an academic manner. "I agree" type of reply is not enough to receive a grade. You will need to replay at least three statements posted by your classmates.

See "Critical dates" for the deadline submission. For discussion, there is no late submission.

# University of Florida Policies and Assistance

# Absences and Make-Up Work

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx."

#### **Online Course Evaluation Process**

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at 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 evaluations.ufl.edu/results/.

#### **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 consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <a href="https://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php">www.dso.ufl.edu/SCCR/honorcodes/honorcode.php</a>.

## **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 Resources:**

Health and Wellness

*U Matter*, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit umatter.ufl.edu/ to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: Visit counseling.ufl.edu/ or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit shee.ufl.edu/.

*University Police Department*: Visit police.ufl.edu/ or call 352-392-1111 (or 9-1-1 for emergencies).

*UF Health Shands Emergency Room / Trauma Center*: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; ufhealth.org/emergency-room-trauma-center.

*E-learning technical support*: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services career.ufl.edu/.

*Library Support*: 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 to make an appointment 352- 392-6420. General study skills and tutoring. teachingcenter.ufl.edu/

*Writing Studio*: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers. writing.ufl.edu/writing-studio/

Student Complaints On-Campus: sccr.dso.ufl.edu/policies/student-honor- codestudent-conduct-code/

On-Line Students Complaints: distance.ufl.edu/student-complaint-process/

☐ Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/

#### **Services for Students with Disabilities**

The Disability Resource Center 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 with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

#### **Distance Courses**

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 <a href="https://www.distance.ufl.edu/student-complaint-process">www.distance.ufl.edu/student-complaint-process</a>.