

GTA: Jodi Lawson **Email:** lawson.64@wright.edu jodi.lawson18@gmail.com

Office Hours: 4:30-5:30 PM Mondays and 6:30- 7:30 PM Wednesdays Russ 254

Contact/Communication: If for some reason you cannot meet with me during my scheduled office hours, please email me with your questions/concerns. You may also use email to schedule an appointment outside of my normal office hours. If you use a different email account than your university account, be sure that your WSU email is being forward to your other email address.

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|-------------------|------------|-----------|-------------------|--------|
| Lab Times: | Section 01 | Monday | 2:30 PM - 4:20 PM | 203 RC |
| | Section 02 | Wednesday | 2:30 PM - 4:20 PM | 203 RC |
| | Section 03 | Wednesday | 4:40 PM - 6:30 PM | 203 RC |
| | Section 04 | Tuesday | 6:30 PM - 7:20 PM | 203 RC |

Laboratory Course Description: The Biomedical Electronics Laboratory provides practical experience with biomedical electronic circuits and measurements. Each student is required to keep a lab notebook to record procedures, measurements, calculations, and results. Even though teams may perform the labs, all lab reports, notebooks, and quizzes will be graded individually. All reports, notebooks, and an electronic version of the report are due one week following the scheduled lab. The pre-lab and post-lab answers should be attached to the report.

Lab Groups: Lab groups for BME 3512 are **limited to 2 people per group.**

Attendance: Attendance at each lab session is **mandatory.** Unexcused absences will result in a **zero grade** for all parts of that associated lab. Similarly, failure to attend any previously scheduled lab make-up session without prior notification will also result in a **zero grade. Known or planned absences should be coordinated with me by email before the scheduled lab.** Extenuating circumstances may occur that warrant exclusions from these guidelines and will be handled on a case-by-case basis. Also please note since this lab is taught during the winter, school may be cancelled due to inclement weather on lab days. Students are expected to make up these missed labs.

Labs: The BME 3512 lab experiments have the same general format for lab requirements. Each lab will carry equal weight with a total of 150 points per lab. A grading **rubric** will be provided that gives the point breakdown (for a total of 100 points) for each particular lab report.

Late Penalty: Late submissions will incur a penalty at a rate of 20 points per day weekday. Lab reports will not be accepted more than one week after the due date. The only exception will be for serious personal illness or dire family matters.

Lab Notebook: You are **required** to keep a lab notebook; however, this lab notebook will not be collected but will be reviewed and graded at the beginning of each lab. The lab notebook procedures and format will be discussed during the first lab session.

Grades: The laboratory grade will be based on weekly lab reports, pre-lab & post-lab assignments, quizzes, notebooks and a final practical exam to be given at the end of the semester. Your composite lab grade will count 20% towards your overall final grade for BME 3512.

Each lab exercise will be graded on the following points distribution:

| | |
|-------------------|------------|
| Pre-lab | 25 |
| Quiz | 15 |
| Notebook | 10 |
| Laboratory Report | <u>100</u> |
| Total | 150 |

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|----------------------|-----|
| Final Practical Exam | 150 |
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Essential Elements of BME 3512 Laboratory Reports

Preparation

Choose a lab partner (same partner for the entire quarter).

Instructions for each laboratory exercise will be posted incrementally to the **BME 3512 Bioelectronics Laboratory Information** web page accessible from <http://www.cs.wright.edu/~dkender>. Read and become familiar with the laboratory objectives and instructions prior to coming to the lab. Complete the pre-lab questions (with your answers preferably typed) prior to coming to the lab.

Laboratory Procedures

Data may be the same for both team partners but the lab reports should be written individually. Don't share your results! Doing such is a violation of the University's Academic Integrity Policy. See the **Academic Integrity** section below.

Notebooks

Will be checked prior to each lab.

Should contain notes, circuits (with actual values), calculations, and results of the previous lab.

Laboratory Report Format

Lab report format will vary from week to week, depending on the nature of the lab experiment(s). Refer to the grading **rubric** for each lab for specific instructions on how to complete the lab report. See the attached sample *Biomedical Electronics Laboratory Report* cover sheet.

Academic Integrity: The course instructor and the laboratory instructor fully endorse the Wright State University policy to uphold and support standards of personal honesty and integrity for all students consistent with the goals of a community of scholars and students seeking knowledge and truth <http://www.wright.edu/students/judicial>. Although the laboratory exercises are meant to be a collaborative effort between team partners, they are not meant to be group exercises among teams. Equipment set-up, measurements, and data collection are a shared responsibility; laboratory notebooks and laboratory reports are intended to be individual efforts. References (books / internet resources) that were used in preparing the report must be clearly cited; or else a grade F will be given for that lab. If you have any questions whatsoever, please ask your laboratory instructor for additional/clarifying guidance. **Compliance with the WSU academic integrity policies is an individual student responsibility.**

For this class, you will submit all of your lab reports and code to Turnitin for review.

<http://www.turnitin.com>. Please refer to the *TurnItIn* handout for specific guidance and procedures.

Turnitin Guidelines and Procedures**<http://www.turnitin.com>**

Turnitin is a website designed to help prevent and detect plagiarism, either accidental or intentional, in the academic community. Once a document is submitted for review, it is checked against electronic journals, websites (both current and cataloged) and documents that have been submitted to Turnitin by other users. An originality report is then created that details any similarity between your submitted document and documents in the search databases.

For this class, you will submit all of your lab reports to Turnitin for review. You will not be able to view your originality reports. Your submitted reports will be downloaded, graded, and returned to you.

If you do not already have a Turnitin account, you will need to register. **Please use your official Wright State University email account!** When you register, you will need the Class ID and Class Enrollment Password. You will be registering for **your specific section** of BME 3512. For each section, the Class ID and Class Enrollment Password are as follows:

BME 3512 Lab -01
Class ID: 7469935
Enrollment Password: BME3512S14RN

BME 3512 Lab -02
Class ID: 7469939
Enrollment Password: BME3512S14GS

BME 3512 Lab -03
Class ID: 7469958
Enrollment Password: BME3512S14KW

BME 3512 Lab -04
Class ID: 7470880
Enrollment Password: BME3512S14QG

Basic guidelines and rules for using Turnitin:

1. Up until the due date for your laboratory report, you may submit your lab report multiple times. Each time you submit a document for a specific assignment, the previous document will be overwritten. The Turnitin permissions have been set to allow late submissions, **once the due-date has passed, you can only submit your lab report one time.** The late penalty is 20 points per day.
2. Once the lab reports have been received from every student from all of the sections, *originality reports* will be generated in order to check for acts of plagiarism. If there is substantial evidence to suggest an academic integrity violation, an Academic Integrity Violation Form will be initiated through the Office of Student Judicial Services.
3. Lab reports will only be graded after one of the following occurs:
 - a. all students have submitted their reports
 - b. one week from the original due date has passed.
4. Material that has been properly cited and referenced will not be penalized.
If you “copy and paste” from any source without a citation, it is PLAGIARISM!

Wright State University
Department of Biomedical, Industrial and Human Factors Engineering

BME 3512 Lab Section #

Lab Name (Lab #)

Submitted by: Name
Lab Partner: Name

Submitted to: TA Name

Date Due