

# Tutorial letter 101/0/2016

**Biology Practical**

**BLG1603**

**Year Module**

**Life and Consumer Sciences**

**IMPORTANT INFORMATION:**

This tutorial letter contains important information  
about your module.

BAR CODE

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## INTRODUCTION

Welcome to this practical module in Biology.

The practical module (BLG1603) is an essential component of the biology course, and is closely linked to the theoretical modules. It is imperative therefore to have a good knowledge of the theoretical modules when you report for the practical work at the North-West University (Potchefstroom). In this practical module you will have an opportunity to see and handle the organisms that you study in the theoretical modules. The practical work should also lead to a better understanding of the theory.

The programme for the practical work is extensive and a great deal of work has to be covered within the days available. However, we are sure that you will enjoy the work, as well as the opportunity to communicate with lecturers and other students. The lecturers will do their best to make the practical tuition effective. Please make use of this opportunity to discuss any problems you may have with any of the biology modules. We are looking forward to meeting you.

### 1 PRACTICAL WORKSESSIONS

The prescribed practical work for module BLG1603, as well as the practical examinations, are only presented by North-West University, Potchefstroom Campus. Requests to complete practicals and examinations at other academic institutions will not be considered. The practical work is divided into two sections, Plant Biology and Animal Biology.

#### 1.1. Where the practicals are presented

Prescribed practical work and practical examinations will be presented in laboratories of the School of Biological Sciences (First year labs, ground floor, Building G4), North-West University, Potchefstroom.

#### 1.2 When the practicals are presented:

Practicals are presented every day, including Saturdays and public holidays, but excluding Sundays. All the days must be attended by all students, because NO alternative dates are available. The practical work will not be repeated and no supplementary examination will be done after the official practical period.

During registration, Unisa will allocate you to either **Group A or B**, and allocations of groups will be placed on myUnisa (under additional resources) as soon as it is available. If the date does not suit you, please contact the Life Sciences office at NWU 018 299 2524 or [Leone.Hudson@nwu.ac.za](mailto:Leone.Hudson@nwu.ac.za) in order to arrange to be moved to the other group.

The practical examinations are conducted immediately after completion of the practical work sessions.

#### **Group A 25/08/2016 – 05/09/2016**

Examination Paper 1: 30/08/2016  
Paper 2: 05/09/2016

#### **Group B 28/09/2016 – 08/10/2016**

Examination Paper 1: 03/10/2016  
Paper 2: 08/10/2016

**PLEASE NOTE** that accommodation in Potchefstroom can be difficult to obtain during the time Group B is presented. Please book your accommodation **as soon as you have received notification of your group allocation!** Do not wait!

### 1.3 Time of the practicals

Practical classes start daily at 08:00. Lecturers will be available throughout the day and the laboratory will close at about 18:00. Please be in the laboratory at 08:00. It is extremely disturbing if a lecturer is busy with a lecture and students come in late.

### 1.4 Accommodation

Limited accommodation is available in Potchefstroom. You will have to arrange your own accommodation and transport. To avoid disappointment, **please arrange for accommodation soon.** No accommodation arrangements will be made by Unisa.

- A. Annelie Guest House  
 018 297-7663 Cell. 082 880 2430
- B. Astro Villa Chalets (Self catering)  
 018 299-2988
- C. Lake Recreation Resort ( $\pm 1,5$  km from Campus)  
 018 299 5470
- D. Dennepark  
 018 299-2449 Fax. 018 299-2449

For other accommodation enquiries, contact the tourism information in Potchefstroom at  018 299-5371 / Fax 018 299 5133.

### 1.5 Costs involved for attending the practicals

There is no cost involved for attending the practicals, besides your registration for the module and your accommodation and meals, for which you yourself are responsible.

## 2 PURPOSE OF AND OUTCOMES FOR THE MODULE

### 2.1 Purpose

The purpose of this module is for students to gain practical experience in laboratory techniques such as microscopy, preparation of microscope slides and dissection.

### 2.2 Outcomes

Learners have to demonstrate an understanding of the structure, function and diversity of selected live specimens of the Kingdoms Bacteria, Protista, Fungi, Plantae and Animalia, using techniques such as microscopy and physiological experiments. Specific skills will be utilised, such as preparation of microscope slides and animal dissections.

## 3 LECTURER(S) AND CONTACT DETAILS

### 3.1 Lecturer(s)

For academic problems contact the lecturer responsible for this module,

The lecturers for this module are: Dr. S. Janse van Vuuren

For academic problems relating to the contents of tutorial letters, study guides, textbooks and assignments, contact:

Dr. S. Janse van Vuuren  
 Department of Life Sciences: Botany (School of Biological Sciences)  
 North-West University (Potchefstroom Campus)  
 POTCHEFSTROOM  
 2531 ☐ (018) 299 2514  
 E-mail: [Sanet.JanseVanVuuren@nwu.ac.za](mailto:Sanet.JanseVanVuuren@nwu.ac.za)

### 3.2 Department

In order to eliminate unnecessary telephone calls and letters you need to pay careful attention to information supplied in tutorial letters, study guides and the Unisa calendar.

The Life Sciences offices at NWU Potchefstroom can be contacted on:

018 299 2524 Office G17, Building E6, or [Leone.Hudson@nwu.ac.za](mailto:Leone.Hudson@nwu.ac.za)

### 3.3 University

UNISA can be contacted on:

- Unisa website (<http://www.unisa.ac.za> & <http://mobi.unisa.ac.za>)

All study-related information is now available on the new Unisa corporate website

- myUnisa (<https://my.unisa.ac.za/portal> & <https://my.unisa.ac.za/portal/pda>)

Students can access their own information via the myUnisa website or mobi site.

- E-mail ([info@unisa.ac.za](mailto:info@unisa.ac.za))

Students may send an e-mail to [info@unisa.ac.za](mailto:info@unisa.ac.za) for information on how to contact UNISA via email.

- SMS (32695 - only for students in South Africa)

Students may send an SMS to 32695 for more information on how to contact Unisa via SMS. The sender will receive an auto response SMS with the various SMS options. The cost to the student per SMS is R1,00.

- Fax (012 429 4150)

Students will be able to fax their enquiries to 012 429 4150, whereafter it will be distributed to and processed by the relevant department.

## 4 MODULE-RELATED RESOURCES

### 4.1 Prescribed books

Prescribed books are the same as those for your BLG theory modules:

Campbell, N.A., Reece, J.B., Urry, L.S., Cain, M.L., Wasserman, S.A., Minorsky, P.V. & Jackson, R.B. 2015. Biology. 10th Edition. Pearson Benjamin Cummings (San Francisco)

ISBN 9781292008653

Please bring your textbooks and study guides along to the practical in Potchefstroom. Practical workbooks will be supplied to you on arrival at the practical

Unisa's Department of Despatch should supply you with the following tutorial matter for this module:

- Tutorial letters 101 and 301– (READ 101 AND 301 FIRST)
- Study guide/s (possibly with old module code BLG114L)

Note: Some of this tutorial matter may not be available when you register. Tutorial matter that is not available when you register will be posted to you as soon as possible. Contact UNISA if you need to enquire about tutorial matter. Unavailable tutorial matter will be posted to you as soon as it becomes available. Tutorial matter can also be downloaded from myUnisa in electronic format.

When you register, you will receive an inventory letter containing information about your tutorial matter. See also the brochure entitled My studies@Unisa (which you received with your tutorial matter).

## **5 STUDENT SUPPORT SERVICES FOR THE MODULE**

Please consult your myStudies@UNISA brochure for information.

If you require information regarding practical attendance, contact the Life Sciences office at NWU Potchefstroom Campus at 018 299 2524 or your lecturer(s) listed in section 3.

The library at North-West University Potchefstroom Campus is open very late and students are welcome to use study facilities provided there.

## **6 MODULE-SPECIFIC STUDY PLAN**

Practicals covering BLG1501 (Basic Biology) as well as the BLG1502 (Plant and Animal Diversity) module, will be presented over the course of this practical period.


## **7 MODULE PRACTICAL WORK**

Certain drawings, assignments and experiments must be completed during the practical sessions and recorded in the practical workbooks which will be handed to you on arrival at the practicals.

### **REQUIREMENTS FOR PRACTICALS**

Bring the following along with you to Potchefstroom when you attend the practical classes

- (1) All the study material for the theoretical as well as practical modules – this includes the prescribed text book, study guides and tutorial letters.
- (2) About 8 pages of graph paper

- (3) Writing materials such as pens, pencils, rubber and pencil sharpener
- (4) A dissection set (available from Campus Pharmacy across the road from the main NWU Potchefstroom entrance) and a pocket calculator with basic functions (+, -, x, /)
- (5) According to University and general laboratory safety rules, it is compulsory to wear a laboratory coat during the practical sessions.**
- (6) A water resistant pen (to write on glass)
- (7) Five Minora blades ("flat" old fashioned shaving blades) 
- (8) Pocket calculator with basic functions (the use of a cellphone as calculator will not be allowed during examinations)

## 8 ASSESSMENT

### 8.1 Assessment plan

One compulsory assignment (questionnaire at the end of this tutorial letter), one practical assignment during practical in Potchefstroom (information will be given to you during the practical): 30% of Final mark

One practical assignment completed and handed in during practical, and one practical examination mark from two practical examination papers (Portfolio/Practical mark): 70% Final mark

There are NO supplementary examinations for practical modules!

### 8.2 General assignment numbers

Assignment 01 Compulsory.

Assignment 02 will be submitted via Life Sciences office at NWU.

#### 8.2.1 Unique assignment numbers

Assignment 01 641841

#### 8.2.2 Due dates for assignments

29 April 2016 (Assignment 1). Assignment 02 will be completed during the practicals at Potchefstroom and submitted by NWU to UNISA. Assignment 03 (Practical/Portfolio) is your actual practical examination during the practical.

### 8.3 Submission of assignments

For more information see myStudies@Unisa, which you received with your study material.

To submit an assignment via myUnisa:

Go to myUnisa.

Log in with your student number and password.

Select the module from the orange bar.

Click on assignments in the left menu.

Click on the assignment number you want to submit.

Follow the instructions.

## 8.4 Assignments

THERE IS **ONE ASSIGNMENT YOU HAVE TO SUBMIT TO UNISA YOURSELF** (Assignment 01 - NB: COMPULSORY). On myUnisa, assignment 2 and a “practical/portfolio” is listed, please ignore this, marks will be submitted for assignment 2 and the practical examinations via the Life Sciences office at NWU, after completion of the practicals at NWU Potchefstroom.

## 9 EXAMINATION

Group A 25/08/2016 – 05/09/2016

Examination Paper 1: 30/08/2016

Paper 2: 05/09/2016

Group B 28/09/2016 – 08/10/2016

Examination Paper 1: 03/10/2016

Paper 2: 08/10/2016

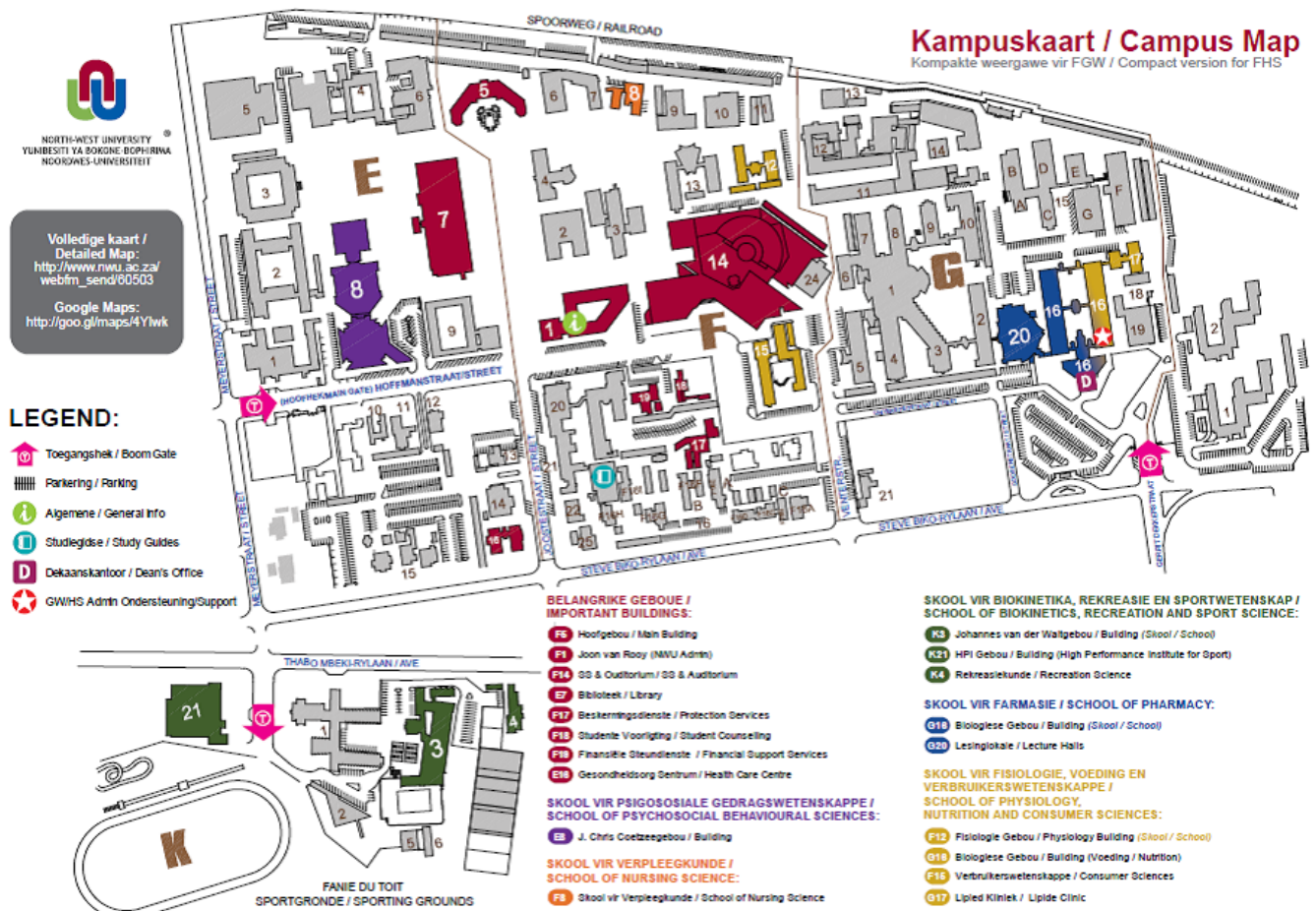
1. The practical examination consists of two papers. This examination is written immediately after the completion of the practical work. A minimum of a 50% average between the two papers is required to pass. The practical work will not be repeated and no supplementary examination will be offered.

2. Admission to the practical examination will be granted if you attend all the practical sessions and have submitted all your practical reports. Strict control will be exercised to make sure that you have attended all the practicals. Submission of the compulsory assignment on or before the due date gives admission to the practical.

## 10 FREQUENTLY ASKED QUESTIONS

Where the practical is presented: North-West University, Potchefstroom Campus, Practical Laboratories Building G4





## Directions:

### N12 FROM JOHANNESBURG

Follow the N12 highway from Johannesburg to Potchefstroom. At the fifth robot after entering Potchefstroom (the MooiRivier Mall will be on your right hand side), turn right into Govan Mbeki Drive (Mooirivier Drive). Follow the road past the Riverwalk shopping centre, McDonald's and KFC, all on your left. Turn left into Chief Albert Luthuli Drive (Von Wielligh Street) at the fourth robot, a T-junction, directly after crossing a small bridge. Follow the road through the next two robots. At the next crossing, a four-way stop, turn right into Hoffman Street. The street ends at the main and security entrance to the Potchefstroom Campus.

### N12 FROM KLERKSDORP

At the third robot, turn left into Beyers Naudé Avenue (Kruger Street), directly after crossing the bridge. Carry on straight. At the fourth stop sign, Beyers Naudé Avenue becomes Hoffman Street. Continue along this street - it ends at the security entrance to the Potchefstroom Campus.

### R53 FROM VENTERSDORP

After passing the artillery school mess hall on your left, turn left at the robot into Meyer Street. Follow the road past the Medi-Clinic hospital on your right. Continue through two four-way stop streets and across a bridge. Directly after the bridge, turn left into Hoffman Street. The street ends at the security entrance to the Potchefstroom Campus.

## GPS Coordinates:

S26°41'26''

E27°05'36''

# 11 ASSIGNMENT 01

APPENDIX: COMPULSORY ASSIGNMENT: Unique number 641841

Assignment 1: DATE OF SUBMISSION: 29 April 2016

**IMPORTANT:**

COMPLETION AND RETURN OF THIS ASSIGNMENT IS **COMPULSORY**, AND WILL DETERMINE ENTRANCE TO THE PRACTICAL.

ANSWER THE FOLLOWING QUESTIONS:

1. Have you attended any previous UNISA practicals? If yes, please provide details. (Module codes)

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2. What did you gain from attending practicals?

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3. If you will be attending practicals for the first time, what do you expect to gain from attendance of practicals?

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4. What value does practical attendance hold towards study in general? Motivate your answer.

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5. Do you consider attendance of practicals necessary / important? Does practical work contribute towards better understanding of theoretical modules?

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6. Did previous practicals meet with your expectations? Explain.

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7. What aspects of previously attended practicals could be improved upon in future?

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8. Any additional remarks regarding practicals?

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IMPORTANT: AFTER COMPLETION, ATTACH TO AN ASSIGNMENT COVER AND RETURN TO THE ASSIGNMENT DEPARTMENT AS YOU WOULD ANY OTHER ASSIGNMENT. ALTERNATIVELY, YOU MAY ANSWER THE QUESTIONS ON A MS-WORD DOCUMENT AND SUBMIT THE ASSIGNMENT ONLINE ON MYUNISA (QUESTION NUMBER AND YOUR ANSWER ONLY)