

**THE UNIVERSITY OF WINNIPEG
DEPARTMENT OF GEOGRAPHY
GEOG-2220 (Section 001)
GEOMORPHOLOGY
2023 FALL TERM
September 5 – December 20, 2023**



Lectures: GEOG-2220-001
In-Person: Tuesday/Thursday, 11:30 – 12:45
Classroom: 4CM13 (Centennial Hall)

Instructor: Dr. Ed Cloutis
Office – 5L13 (Lockhart Hall)
Office: 204-786-9386
E-mail : e.cloutis@uwinnipeg.ca

Office Hours: E-mail or in-person:
○ Tuesday 10:00 – 11:15
○ Wednesday 12:30 – 13:20
○ or by appointment

Lab Instructor: Dr. Ed Cloutis
E-mail: e.cloutis@uwinnipeg.ca

Technical Support: Mr. Paul Mann E-mail: p.mann@uwinnipeg.ca

Labs:

Section	Day	Time	Room	Instructor
GEOG-2220L-072	Thursday	13:00 – 14:50	Lockhart 5L15	Ed Cloutis
GEOG-2220L-073	Friday	14:30 – 16:20	Lockhart 5L15	Ed Cloutis

NOTE: labs begin the week of September 17, 2023

Course Nexus: Use your WebAdvisor User ID and password
Login at: <https://nexus.uwinnipeg.ca>

Lab Nexus: Materials for in-person labs may be posted on a separate Nexus site.

Note: You should have access to the main textbooks for this course on Nexus. Everyone should also have access to the course Nexus. Alert the instructor if this is not the case.

Textbooks (free, optional but strongly recommended):

The lecture materials for this course are taken from two main open-access on-line sources:

1. Fundamentals of Geomorphology, Fourth Edition, by Richard John Huggett, Routledge Press (2018). It can be downloaded at: <https://archive.org/details/routledgefundamentalsophysical> and is also be posted on the course Nexus web site.
2. Physical Geology – 2nd Edition, by S. Earle and K. Panchuk (2019). <https://opentextbc.ca/physicalgeology2ed/> . It is also posted on the Nexus course web site.

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Labs: all labs will be conducted in person and during the scheduled lab periods.

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This course is Nexus enhanced. All information posted on the Nexus site for this course is required reading unless otherwise indicated.

For assistance and/or questions:

- If you have questions about the structure of the course or course content, address them to Dr. Cloutis
- If you have questions about the laboratories, address them to Dr. Ed Cloutis
- Instructor Office Hours
 - E-mail or in-person:
 - Tuesday 10:00 – 11:15
 - Wednesday 12:30 – 13:20
 - or by appointment

How to Contact Ed Cloutis:

Use your University of Winnipeg email address for course-related correspondence (name@webmail.uwinnipeg.ca). **DO NOT** use the Nexus email function. Please **DO NOT** use your gmail or hotmail (or whatever) accounts to correspond with the instructor; these usually get blocked by our spam filter. When contacting the instructor, please make sure you use a proper subject heading for the email (e.g. Geomorphology question). The instructor will make every attempt to respond promptly except on

weekends. The instructor will use your **University of Winnipeg email** to contact you, when necessary.

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Lectures:

- Students are expected to be present during our regular meeting times, every Tuesday and Thursday, 11:30 – 12:45am.
 - Attending the course lectures are vital to your understanding of the course content.
- The instructor will upload the lecture and any supplementary materials on Nexus for the students to access and engage with.
- Students are responsible for keeping up with weekly materials in class and on Nexus.
- Lectures and labs are as complementary as is feasible. It may be beneficial to review course materials before your weekly lab.

Labs:

- The labs in Geomorphology are considered integral parts of the course and will be presented as such.
- Therefore, it is the responsibility of the student to attend all scheduled labs and to complete the assignments as required. **You are expected to attend laboratories in-person.**
- **You must achieve a passing grade in the lab in order to pass the course.**
- All information pertaining to the lab will be posted to the course’s main Nexus site (we will likely not use the course’s Nexus lab site).
- Labs in this course will begin the week of **September 17** and will be conducted in-person. Please review all materials posted to your lab’s Nexus prior to attending your lab.
- Completed lab assignments are to be submitted at the end of the lab period (unless otherwise indicated).

NEXUS:

- Documents related to this course and the labs (e.g. course syllabus, project / assignment guidelines, quizzes, lecture slides, lecture capture or voice over videos, supplemental readings, and all other supplementary materials) will be made available to students via the course and lab Nexus sites.
- You must be registered in the course and in one of the lab sections to have access to these materials. To log into Nexus, go to: <https://nexus.uwinnipeg.ca/>
- If you encounter difficulties with Nexus, contact the help desk at 204-786-9149 or help.desk@uwinnipeg.ca

**Please note: Communication with the instructor, lab instructors, or any teaching assistants can be done during office hours, or via e-mail.*

When corresponding with the teaching team, please use your University of Winnipeg email account: name@webmail.uwinnipeg.ca.

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1. COURSE INFORMATION

1.1. Course Description

~~This course examines geomorphic processes driven by water, air, gravity, and glaciers. Among the topics discussed are the factors which influence the stability and forms of slopes, the characteristics of watersheds and stream networks, the transport of sediment in fluvial systems, and the depositional features produced by streams, glacial erosion and sedimentation. Labs emphasize analytical methods and quantitative analysis.~~

This course examines how studying the Earth's surface can provide insights into the processes that formed them as well as what may exist in the subsurface (i.e., "Reading the landscape"). The course will also cover how to gather and interpret geomorphological information.

1.2. Course Objectives

Geomorphology is a science that deals with the relief features of the earth or of another celestial body (such as the moon) and seeks an interpretation of them based on their origins and development.

Studying the geomorphology of the Earth provides valuable insights into its origin and evolution. It can also provide information on the processes that have affected other planetary bodies and vice versa. This course will discuss the processes that affect the geomorphology of the Earth and other planetary bodies, as well as implications for the origin and evolution of life on Earth and how geomorphology and climate are related.

1.3. Topics for Discussion

The following topics will be covered during the course. The exact order in which the topics are presented may vary from that listed below. Please note that due to time constraints, or conditions beyond the instructor's control, all topics listed below may not be covered.

- Importance of geomorphology
- What is geomorphology?

- Geomorphology concepts
- Landscape evolution and history
- Topographic maps and geological maps
- Folding and faulting
- Geological cross sections
- Geological block models
- Geological time and sequence of events
- Drill core analysis
- Rates of landscape change

1.4. Laboratories

Labs in this course will begin during the second full week of class (**September 17**). Required materials include pencil, ruler, protractor, calculator, and coloured pencils.

Students must be registered in one of the following lab sections:

<i>Section</i>	<i>Day</i>	<i>Time</i>	<i>Room</i>	<i>Instructor</i>
GEOG-2220L-072	Thursday	13:00 – 14:50	Lockhart 5L15	Ed Cloutis
GEOG-2220L-073	Friday	14:30 – 16:20	Lockhart 5L15	Ed Cloutis

NOTE: labs begin the week of September 17, 2023

If you wish to change lab sections, you **MUST** contact the lab instructor prior to the first week of the laboratories. Changes will be made only if space permits. It is imperative that all students attend their scheduled lab sections.

1.5. Course Prerequisites

GEOG-1205 or permission of the instructor [prerequisite(s)]; GEOG2220L (lab) must be taken concurrently.

1.6. Course Restrictions

Students may not hold credit in this course and GEOG2201, GEOG2211, GEOG2281, and GEOG2219.

1.7. Course Materials

The two textbooks for this course are:

1. Fundamentals of Geomorphology, Fourth Edition, by Richard John Huggett, Routledge Press (2018). It can be downloaded at: <https://archive.org/details/routledgefundamentalsophysical> and is also be posted on the course Nexus web site.
2. Physical Geology – 2nd Edition, by S. Earle and K. Panchuk (2019). <https://opentextbc.ca/physicalgeology2ed/> . It is also posted on the Nexus course web site.

Any additional readings will be posted on the course’s Nexus site.

Laboratory assignments and materials will be provided at the start of each lab.

2. IMPORTANT DATES

First Lecture	September 5, 2023
Period when 2023 Fall Term course registration, course adds/drops and section changes occur	September 5-18, 2023
Final date to pay all fees for the 2023 Fall term without a late payment fee being charged	September 21, 2023
Truth and Reconciliation Day: University closed	September 30, 2023
Mid-term reading week: No classes	October 8-14, 2023
Thanksgiving Day: University closed	October 9, 2023
Remembrance Day: University closed	November 11, 2023
Final date to withdraw without academic penalty from courses which begin in September and end in December 2023 of the 2023 Fall Term	November 13, 2023
Lectures end for the 2023 Fall	December 4, 2023
Exam period	December 7-20, 2023

Please refer to the 2023 - 2024 Course Calendar for additional dates and schedules.

3. GRADING PROCEDURE

Final grades will be assigned on the basis of absolute numeric grades received for the following course components:

Lab Assignments*	9 in total	45%
Mid-Term	October 19	20%
Final Exam**	During the exam period (December 7-20)	35%

*There are 9 lab assignments. Each assignment will contribute 5% to the total of 45%. Due dates: as indicated by the lab instructor, but normally at the end of the lab period. Late submissions will not be accepted for grading (except in unavoidable circumstances) and as a consequence, a grade of “zero” will be recorded. Final grades will be assigned on the basis of accumulated scores from the above components. Please send an email to the course or lab instructor if an issue arises that will prevent you from submitting your labs on time.

** Check <https://www.uwinnipeg.ca/exam-schedules> to confirm the date of the final exam.

Marking of the mid-term and final exam will be as follows: approximately two-thirds of the mark will be based on content, and approximately one third of the mark will be based on presentation (e.g., grammar, spelling, clarity of writing).

Late exams will be penalized 20% for each day they are late. No term work will be accepted after December 4, 2023. Students, if requested, must produce their valid University of Winnipeg student card when writing a test or examination. Make-up tests or deferrals of late penalties will only be permitted with documented proof of illness or for compassionate reasons.

Final grades will be assigned on the basis of accumulated numeric marks allocated throughout the term.

Senate approved grades for courses include A+, A, A-, B+, B, C+, C, D, and F. The University does not have a standardized numerical grade conversion scale for each letter grade. The following numeric grading system **provides guidelines** only for the separation of letter grades in this course. These boundaries may be adjusted at the requested of the Geography Department Review Committee or University Senate. Final letter grades are based on accumulated numeric grades during the course.

The following numeric percentages will be used as guidelines when assigning letter grades:

Percent	0-49.9	50-59.9	60-64.9	65-69.9	70-74.9	75-79.9	80-84.9	85-89.9	90-100
Letter Grade	F	D	C	C+	B	B+	A-	A	A+

Alternate test dates will be considered in very exceptional cases and for legitimate reasons only; vacation travel is not an acceptable reason. If you miss a test, you must contact your instructor as soon as possible. Documentation (i.e., proof of illness or circumstances beyond your control) may be required before alternate

arrangements can be made.

The Final Theory Exam must be written as scheduled in the 2023-2024 Fall/Winter Timetable; alternate dates will not be considered. If you have a final Theory Exam conflict (i.e., two final exams on the same date and time), or if exceptional circumstances prevent you from writing the exam as scheduled, you must contact Academic Advising immediately, otherwise, you must write the final exam as scheduled. Please refer to section 9d, of Regulation and Policies in the 2023-2024 Undergraduate Academic Calendar link: (<http://www.uwinnipeg.ca/index/calendar-calendar>).

Test/Exam Identification Policy

Students may be required to show their University of Winnipeg student identification. The exams will be closed-book. The use of a simple calculator is allowed but no other electronic devices are permitted.

- Final grades will be assigned based accumulated scores from the above components.
- **You must achieve a passing grade in the lab (Lab Assignments) in order to pass the course. A failing grade in the lab will result in a failing grade for the course as a whole. A failing grade is considered anything below 50% of the available marks.**

4. VOLUNTARY WITHDRAWAL

(Please refer to the 2023 - 2024 Calendar for Voluntary withdrawal procedures).

***You must formally withdraw from a course. If you simply stop going to classes, you may receive an "F" on your transcript and loss of tuition credit.*

Please note the following deadline dates for voluntary withdrawal for courses:

- Monday, November 13, 2023; FINAL DATE to withdraw without academic penalty from courses which begin in September 2023 and end in December 2023 of the 2023 Fall Term.

****You are advised to contact the instructor before withdrawing from the course.*

5.1. Late Work

Unless prior arrangements have been made, any quizzes, activities, and/or assignments that may be assigned and that are handed in late (after the specified time/date) may not be accepted and may be assigned a grade of zero.

5.2. Test/Exam Format, Identification and Equipment Policy

All exams and tests must be written as scheduled above and in the 2023 – 2024 Course Calendar; the **Final Theory Exam** must be written as scheduled in the 2023 – 2024 Final Exam Schedule. Alternate dates will not be considered except for exceptional circumstances. If you have a **Final Theory Exam** conflict (i.e., two final exams on the same date and time), or you are unable to attend because of medical, religious holiday celebration, or compassionate reasons, or if other circumstances beyond your control prevent you from writing the exam as scheduled, you must contact Academic Advising immediately; otherwise, you must write the final exam as scheduled. Please refer to the appropriate section of Regulation and Policies in the 2023 – 2024 Course Calendar link: (<http://www.uwinnipeg.ca/index/calendar-calendar>).

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams or during lectures/laboratories are encouraged to contact Accessibility Services (AS) at 204.786.9771 or <https://www.uwinnipeg.ca/accessibility-services/> to discuss appropriate options. All information about a student's disability or medical condition remains confidential <http://www.uwinnipeg.ca/accessibility>.

5.3. Etiquette

Students are expected to conduct themselves in a professional manner when engaging with each other, the course instructor, the lab instructors, and teaching assistant. Most importantly, be respectful. Note: tone is quite tricky in an online environment; be sure to re-read things like emails and posts before sending / posting. For tips and tricks: <https://www.rasmussen.edu/student-experience/college-life/netiquette-guidelines-every-online-student-needs-to-know/>
<https://www.grammarly.com/blog/email-etiquette-rules-to-know/>

5.4. Other

If you send me an email, please use my University of Winnipeg e-mail address: e.cloutis@uwinnipeg.ca with a relevant subject line (e.g. Question GEOG-2220; Geomorphology) and I will do my best to reply promptly. Alternatively, you can contact me using the Nexus e-mail system, however I will generally reply more promptly to an e-mail sent to my University of Winnipeg e-mail address.

I will make every reasonable attempt to:

- i) Return assignments/tests/exams to students in a timely fashion, normally within 2 weeks; and
- ii) ensure that students do not have to write term tests or examinations on the date of a religious holiday. Alternate arrangements may be made when conflicts do arise. Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide an opportunity for students to make up examinations without penalty. A list of religious holidays can be found in the 2023 - 2024 Undergraduate Academic Calendar.

6. OTHER INFORMATION

1. A permitted or necessary change in mode of delivery may require adjustments to important aspects of course outlines, like class schedule and the number, nature, and weighting of assignments and/or exams.
2. Students can find answers to frequently asked questions related to remote learning here: <https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html>.
3. When it is necessary to cancel classes due to exceptional circumstances, the instructor will make every effort to inform you via uwinnipeg email.
4. Students are reminded that they have a responsibility to regularly check their uwinnipeg email addresses to ensure timely receipt of correspondence from the University and/or their course instructors.
5. Your uwinnipeg email address will normally be used for course-related correspondence.
6. Please note that withdrawing before the VW date does not necessarily result in a fee refund.
7. No classes: October 8-14; Mid-term Reading Week.
8. The first day of class is Tuesday, September 5, 2023. Lecture ends Monday, December 4, 2023. The Fall 2023 evaluation period runs from December 7-20, 2023.
See <https://www.uwinnipeg.ca/academics/calendar/docs/dates.pdf> for all dates.

7. ACADEMIC REGULATIONS AND POLICIES

It is your responsibility to be familiar with the information on Academic Regulations and Policies listed in the 2023 - 2024 University of Winnipeg Course Calendar www.uwinnipeg.ca/index/calendar-calendar. This section covers grading, transcripts, challenge for credit, academic standing, student discipline (academic and non-academic misconduct), appeals including grade appeals, general university policies and codes, and graduation.

7.1. Academic Conduct

A summary of important information regarding Academic Misconduct follows. Where discrepancies exist between the text below and the Course Calendar, the Course Calendar will prevail.

7.2. Academic Misconduct

Avoiding Academic and Non-academic Misconduct. Students are encouraged to familiarize themselves with the Academic Regulations and Policies found in the University Academic Calendar at: <https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>. Particular attention should be given to subsections 8 (Student Discipline), 9 (Senate Appeals), and 10 (Grade Appeals). Please note, in particular, the subsection of Student Discipline

pertaining to plagiarism and other forms of cheating. Detailed information can be found at the following:

- Academic Misconduct Policy and Procedures:
<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>
- Non-Academic Misconduct Policy and Procedures:
<https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>

Misuse of Filesharing Sites. Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves “aiding and abetting” plagiarism. Students who do this can be charged with Academic Misconduct.

Avoiding Copyright Violation. Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides – irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board. Students found to be in violation of an instructor’s intellectual property rights could face serious consequences pursuant to the *Academic Misconduct* or *Non-Academic Misconduct Policy*; such consequences could possibly involve legal sanction under the *Copyright Policy* (https://copyright.uwinnipeg.ca/docs/copyright_policy_2017.pdf).

Research Ethics. Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain research ethics approval before commencing data collection. Exceptions are research activities done in class as a learning exercise. For submission requirements and deadlines, see <http://www.uwinnipeg.ca/research/human-ethics.html>.

Plagiarism. The University of Winnipeg has a library video tutorial entitled “Avoiding Plagiarism, which can be accessed at: <https://www.youtube.com/watch?v=UvFdxRU9a8g>.

7.2.1. Forms of Academic Misconduct

see online: <http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>

- Plagiarism: includes presenting other people's published or unpublished work in part or as a whole as your own. This includes material from lab manuals, essays, journal articles, books, etc. Plagiarism also refers to submitting the same work in more than one course without both instructors' permission and to the situation where two or more students submit identical (or nearly identical) work for evaluation when the work was to be completed individually.
- Cheating: includes copying another person's answer on a test, communicating with another person during a test or exam, consulting unauthorized sources (including written and electronic sources), obtaining a copy (of all or part) of a test/exam/assignment before it is officially available, purchasing tests, essays or other assignments and submitting the work as your own.
- Improper Academic/Research practices: include fabricating or falsifying results, using other peoples' research findings without permission, misrepresenting research results or methods, referring to non-existent sources or investigators, or contravening the University's Policy and Procedures on Research Integrity.
- Obstructing academic activities of another person: for example interfering with another person's access to pertinent resources or information to gain academic advantage.
- Impersonation: both impersonation of another individual or allowing someone to impersonate you.
- Falsification or Modification of an Academic Record: including tests, transcripts, letters of permission, etc.
- Aiding and Abetting Academic Misconduct.

7.2.2. Penalties for Academic Misconduct

Penalties for academic misconduct include, but are not limited to:

- Written warning
- Lower or failing grade on an assignment or test
- Lower or failing grade in a course
- Denial of admission or readmission to the University
- Forfeiture of University awards or financial assistance
- Suspension from the University for a specified period of time
- Withholding or rescinding a U or W degree, certificate or diploma
- Expulsion from the University

7.2.3 Procedures for Academic Misconduct

All allegations of academic misconduct must be reported initiating a process which involves several steps. These include procedures involving the instructor of the course in which the misconduct is alleged to have occurred, the Departmental Review Committee, and the Senate Academic Misconduct Committee. Students facing a charge of academic or non-academic misconduct may choose to contact the UWSA Student Advocacy Centre where Student advocates will be available to answer any questions about the process, help with building a case and ensuring students have access to

representation. For more information or to schedule an appointment, visit the UWSA website at www.theuwsa.ca/academic-advocacy or call 204-786-9780.

7.2.4 Non-Academic Misconduct / Respectful Learning Environment

Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used. Behaviour, communication, or acts that are inconsistent with a number of UW policies (e.g. *Respectful Working and Learning Environment Policy* <https://www.uwinnipeg.ca/respect/respect-policy.html>, *Acceptable Use of Information Technology Policy* <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf>) could be considered “non-academic” misconduct. More detailed information can be found here:

Non-Academic Misconduct Policy and Procedures:

<https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>

8. UNIVERSITY SERVICE INFORMATION

8.1. Accessibility Services

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student’s disability or medical condition remains confidential. <http://www.uwinnipeg.ca/accessibility>.

8.2. Indigenous Student Services

Indigenous students seeking additional supports, academic or other, are encouraged to contact the Aboriginal Student Services Centre (ASSC). The ASSC offers a variety of support services, and was created to maintain a safe, educational and culturally sensitive environment for all Aboriginal students (First Nation, Metis and Inuit) as they pursue their academic studies at The University of Winnipeg. More information can be found at: <http://www.uwinnipeg.ca/assc/>

8.3. Respectful Working and Learning Environment Policy

All students, faculty and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect.

8.4. Academic Accommodation for Religious Reasons

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance.

Instructors will then provide an opportunity for students to make up examinations without penalty. A list of religious holidays can be found at:
<http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

8.5. Student Wellness

The University of Winnipeg provides comprehensive general and specialized counselling and health services to all students for free at the Wellness Centre, located on the first floor of Duckworth Centre (1D25). For more information see <https://www.uwinnipeg.ca/student-wellness/>

9. OTHER INFORMATION

9.1. Mode of Delivery

A permitted or necessary change in mode of delivery may require adjustments to important aspects of course outlines, like class schedule and the number, nature, and weighting of assignments and/or exams.

9.2. Remote Learning FAQs

Students can find answers to frequently ask questions related to remote learning here: <https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html>

9.3. Privacy

Students should be reminded of their rights in relation to the collecting of personal data by the University (<https://www.uwinnipeg.ca/privacy/admissions-privacy-notice.html>), especially if Zoom is being used for remote teaching (<https://www.uwinnipeg.ca/privacy/zoom-privacy-notice.html>) and testing/proctoring (<https://www.uwinnipeg.ca/privacy/zoom-test-and-exam-proctoring.html>).

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The instructor retains the right to make changes to the above course structure and procedures as circumstances require.

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The information presented in this course is the intellectual property of the instructor(s) and is presented for the benefit of registered students only. Any audio, video, or virtual reproduction of the lectures or labs, either in whole or in part, without the express written consent of the instructor(s) is strictly prohibited.

In the event of extenuating circumstances I reserve the right to make changes to any information presented in this document, after consulting with, or with the approval of, the class. Changes in test dates require the unanimous approval of the class.