

**THE UNIVERSITY OF WINNIPEG  
DEPARTMENT OF GEOGRAPHY  
SCIENCE FOR A DYNAMIC WORLD:  
INTRODUCTORY PHYSICAL GEOGRAPHY  
2022 FALL TERM  
September 6th – December 22<sup>nd</sup>, 2022**



**Lectures:** GEOG-1205-002  
In-Person: Tuesday / Thursday, 8:30 – 9:45am  
Classroom: 4CM13

**Instructor:** Dr. Jay Maillet  
Office – 5L04 (Lockhart Hall)  
Cell: 306-850-9445  
Office: 204-786-9886  
E-mail : [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca)  
Office Hours:  

- Zoom or in-person:
  - Tuesday 10:00 – 11:00am
  - Friday 9:30 – 10:30am
  - \* or by appointment

My Personal Zoom Meeting Room  
<https://zoom.us/j/2336096379>

**Lab Coordinator:** Dr. Jay Maillet E-mail: [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca)  
**Lab Instructors:** Nathalie Turenne E-mail: [turrenne-n@webmail.uwinnipeg.ca](mailto:turrenne-n@webmail.uwinnipeg.ca)  
Madelynn Perry E-mail: [perry-m45@webmail.uwinnipeg.ca](mailto:perry-m45@webmail.uwinnipeg.ca)  
Haven Soto E-mail: [soto-h@webmail.uwinnipeg.ca](mailto:soto-h@webmail.uwinnipeg.ca)  
Zayn Wolf E-mail: [wolf-z@webmail.uwinnipeg.ca](mailto:wolf-z@webmail.uwinnipeg.ca)

**Teaching Assistant:** XXXXXXXXXX E-mail: [xxx-xxx@webmail.uwinnipeg.ca](mailto:xxx-xxx@webmail.uwinnipeg.ca)

**Labs:**

<b>Section</b>	<b>Day</b>	<b>Time</b>	<b>Room</b>	<b>Instructor</b>
GEOG-1205L-070	Monday	10:30 – 13:20	4CM42	J. Maillet
GEOG-1205L-072	Tuesday	8:30 – 11:20	4CM42	N. Turenne
GEOG-1205L-073	Wednesday	10:30 – 13:20	4CM42	M. Perry
GEOG-1205L-074	Wednesday	13:30 – 16:20	4CM42	H. Soto
GEOG-1205L-075	Thursday	13:00 – 15:50	4CM42	Z. Wolf
GEOG-1205L-077	Online Asynchronous		Nexus	J. Maillet

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

**Lab Nexus:** Materials for in-person labs (sections 070 - 076) are posted on a separate Nexus site. Section 077 is delivered online asynchronous and has a dedicated Nexus.

**Note:** If you are enrolled in an “in-person” lab, you should have access to the “Lab for Intro Physical Geography” Nexus. If you are enrolled in the online lab section, you should have access to the “Online Lab for Intro Physical Geography” Nexus. Everyone should have access to the course Nexus. Alert the instructor if this is not the case.

**Textbook (Recommended):**

**Geosystems: An Introduction to Physical Geography**

Updated 4th Canadian edition, e-book

R.W. Christopherson, G.H. Birkeland, M.-L. Byrne, and P.T. Giles (2019)  
Pearson Education, Inc. ISBN 978-0-13-340552-1.

**Textbook Website:** <https://www.pearson.com/store/p/geosystems-an-introduction-to-physical-geography-updated-fourth-canadian-edition/P100002992950>

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

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**For assistance and/or questions:**

- Instructor Office Hours
    - Zoom or in-person:
      - Tuesday 10:00 – 11:00am
      - Friday 9:30 – 10:30am \* or by appointment
      - Virtual Office: <https://zoom.us/j/2336096379>
    - Online Forum (“Intro Geo” Discord; <https://discord.gg/BsXXSxjyFT>)
      - Ask your colleagues
      - Share resources
      - Build community
  - Ask your TA or Lab Instructor for a one-on-one (see contact information above)
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**How to Contact Jay:**

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. Intro Physical Geo 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.

### Lectures:

- Students are expected to be present during our regular meeting times, every Tuesday and Thursday, 8:30 – 9:45am.
  - Attending the course lectures are vital to your understanding of the course content.
- The instructor will upload the lecture slides and supplementary materials on Nexus for the students to access and engage with.
- New materials will be made available weekly (typically on Monday morning).
- Students are responsible for keeping up with weekly materials in class and on Nexus.
- Lectures and labs are complementary. It may be beneficial to review course materials before your weekly lab.

### Labs:

- The labs in Introductory Physical Geography 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. **If you are registered in an in-person lab section, you are expected to attend 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 dedicated lab Nexus site.
- Labs in this course will begin the week of **September 12<sup>th</sup>** and will be conducted in-person (sections 070 – 076) or online asynchronous (section 077). Please review all materials posted to your lab's Nexus prior to attending your lab.
- The online asynchronous lab section (077) has a dedicated Nexus site. Materials will be made available here on the Monday of each week by 9:00am.
- Completed lab assignments are to be submitted digitally (unless otherwise indicated), uploaded to Nexus in a single file of appropriate type (PDF or Word). These are due the following week, prior to your regular lab time.
  - e.g. for section 070 (Monday 10:30 – 13:20), each lab assignment is due by 10:29 the following Monday.
- For the online asynchronous section (077), each lab assignment is due Monday by 8:59am, the week following when it was posted.
  - e.g. lab assignment #1 (posted Monday, September 12<sup>th</sup>), is due the following Monday, September 19<sup>th</sup> by 8:59 am.

### 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](mailto:help.desk@uwinnipeg.ca)

*\*Please note: Communication with the instructor, lab instructors, or teaching assistant 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](mailto:name@webmail.uwinnipeg.ca).*

## **1. COURSE INFORMATION**

### **1.1. Course Description**

This course examines the processes that have shaped, and are shaping, our physical world. In particular, this course provides an introduction to fundamental concepts developed and applied in the important sub-fields of physical geography. Including meteorology, climatology, geology, hydrology, and geomorphology.

### **1.2. Course Objectives**

By the end of this course students should be able to describe or explain and better understand:

- the primary elements that make up the atmosphere and it's vertical structure
- the nature of EMR and the other forms of energy important in the climate system
- the factors affecting incoming solar radiation and outgoing terrestrial radiation
- the components and characteristics of Earth's energy balance
- the forces that drive winds in the atmosphere and currents in the oceans
- earth's pressure, wind, and temperature patterns
- the characteristics of cyclones, anticyclones, air masses and fronts
- the processes related to the formation of cloud and precipitation
- the basic methods and tools involved in weather monitoring and forecasting
- the basic characteristics of thunderstorms, hurricanes, and extreme weather
- the history of earth, its physical structure, and dynamic cycles
- plate tectonics and their role in orogenesis, faulting, earthquakes, and volcanism
- various processes related to weathering (erosion, transportation, and deposition)
- mass movement mechanics and human impacts on this system
- the characteristics of, and impacts on, fluvial landscapes
- the concept of geomorphology and the identification of landscape features in a wide range of environments
- the basic causes of climate change, past, present, and future

### **1.3. Topics for Discussion**

The following topics will be covered during the lectures. Due to time constraints and/or unforeseen circumstances, the instructor reserves the right to alter the topics and/or the order of presentation. The listed readings may be found in the recommended textbook, and more precise page ranges are offered on the lecture slides. Additional required readings and/or supplementary materials may be posted on the course Nexus site for review. Students are advised to complete each reading prior to reviewing

associated materials posted to Nexus. Unless otherwise indicated, you are responsible for understanding all topics covered in these readings and supplementary materials.

TOPIC	READINGS
INTRODUCTION / ESSENTIALS OF GEOGRAPHY: Introduction to the course and to physical geography. Course outline, grading, regulations, expectations. Physical geography as a discipline and foundation for the environmental sciences; scale of study; systems; location and time.	Chapter 1
THE ATMOSPHERE: Atmospheric composition and structure, concepts of temperature/pressure/density, temperature profile, lapse rates, functional layers	Chapter 3 Chapter 6
EARTH-SUN RELATIONSHIPS: The seasons, revolution, rotation, tilt, axial parallelism, sphericity, aphelion, perihelion, solstices/equinoxes, declination, subsolar point	Chapter 2
RADIATION AND ENERGY BALANCE: Energy, electromagnetic radiation, solar/terrestrial radiation, solar constant, shortwave vs longwave, insolation, transmission, absorption, reflection, scattering, net radiation, conduction, convection, latent heat, energy balance, greenhouse effect, surface energy balance	Chapter 2 Chapter 4
GLOBAL TEMPERATURE: Temperature controls, land-water contrasts, maritime-continental effects, global temperature patterns, isotherms, wind chill, heat index	Chapter 5
PRESSURE, WINDS, AND OCEAN CURRENTS: Atmospheric pressure, forces that drive wind, cyclones and anti-cyclones, geostrophic winds, global pressure and wind patterns, jet streams, ocean currents	Chapter 6
WATER, HUMIDITY, AND PRECIPITATION: Water on earth, hydrologic cycle, humidity, saturation, relative humidity, dew-point temperature, Stability vs. Instability, adiabatic process, formation of cloud, cloud classification, types of fog, types of precipitation.	Chapter 7 Chapter 9
WEATHER: Types of air masses, lifting mechanisms, fronts, midlatitude cyclones, thunderstorms, tornadoes, extreme weather, tropical cyclones	Chapter 7 Chapter 8
THE DYNAMIC PLANET: Geologic time scale, earth's "layers" (core to crust), Isostasy, the rock cycle, plate tectonics.	Chapter 12
TECTONICS, EARTHQUAKES AND VOLCANISM: Relief, crustal formation, continental shield, folding and warping, types of faults, mountain building, earthquakes, volcanism.	Chapter 13
WEATHERING AND MASS MOVEMENT: Denudation, slopes, physical and chemical weathering, karst, mass movement mechanics, types of mass movement, humans as geomorphic agents.	Chapter 14

RIVER SYSTEMS: Drainage divides and basins, types of drainage patterns, graded streams, base level, hydrographs, impact of urbanization, measuring discharge, stream channel patterns	Chapter 15
GEOMORPHOLOGY AND GLACIATION: Fluvial processes and landforms, coastal processes and landforms, wind processes and landforms, formation of glacier ice, types of glaciers, mass balance, glacial movement, glacial landforms.	Chapter 15 Chapter 16 Chapter 17
CLIMATE VARIABILITY AND CHANGE: Carbon dioxide over the last million(ish) years, isotopes and paleoclimate, earth's climate history, milankovitch cycles, climate models, causes of current climate change, mitigation / adaptation.	Chapter 11

#### **1.4. Laboratories**

A video intro and document outlining lab procedures will be posted week 1 (**September 6<sup>th</sup>**) on the dedicated Nexus site for the lab portion of this course. Review this material before attending your first lab. Labs in this course will begin during the second week of class (**September 12<sup>th</sup>**).

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

<b>Section</b>	<b>Day</b>	<b>Time</b>	<b>Room</b>	<b>Instructor</b>
GEOG-1205L-070	Monday	10:30 – 13:20	4CM42	J. Maillet
GEOG-1205L-072	Tuesday	8:30 – 11:20	4CM42	N. Turenne
GEOG-1205L-073	Wednesday	10:30 – 13:20	4CM42	M. Perry
GEOG-1205L-074	Wednesday	13:30 – 16:20	4CM42	H. Soto
GEOG-1205L-075	Thursday	13:00 – 15:50	4CM42	Z. Wolf
GEOG-1205L-077	Online Asynchronous		Nexus	J. Maillet

If you wish to change lab sections, you **MUST** contact the lab coordinator (Dr. Jay Maillet) prior to the first week of classes. Changes will be made only if space permits. It is imperative that all students attend their scheduled lab sections.

**Details concerning the laboratory component of this course will be provided by your lab Instructor (listed above). This person should be your first point of contact, they are responsible for delivering lab materials, as well as accepting and grading your lab assignment submissions.**

## **2. IMPORTANT DATES**

Lectures Begin	Sep. 6 <sup>th</sup> , 2022
Period when Fall and Fall/Winter Term Course Registration, Course Adds/Drops and Section Changes Occur.	Sep. 6 <sup>th</sup> – 19 <sup>th</sup> , 2022
Truth and Reconciliation Day – University Closed	Sep. 30 <sup>th</sup> , 2022
Midterm Reading Week – No Classes	Oct. 9 <sup>th</sup> – 15 <sup>th</sup> , 2022

Thanksgiving Day – University Closed	Oct. 10 <sup>th</sup> , 2022
<b>MIDTERM EXAM</b>	<b>Oct. 20<sup>th</sup>, 2022</b> <b>*During our regular meeting time.</b>
Remembrance Day – University Closed	Nov. 11 <sup>th</sup> , 2022
Final Date to Withdraw Without Academic Penalty	Nov. 16 <sup>th</sup> , 2022
Lectures End	Dec. 5 <sup>th</sup> , 2022
National Day of Action and Remembrance of Violence Against Women	Dec. 6 <sup>th</sup> , 2022
Makeup Days	Dec. 6 <sup>th</sup> – 7 <sup>th</sup> , 2022
Exam Period	Dec. 9 <sup>th</sup> – 22 <sup>nd</sup> , 2022

Please refer to the 2022 - 2023 Course Calendar for additional dates and schedules.

### 3. GRADING PROCEDURE

QUIZZES / ATTENDANCE	10%	10 quizzes (worth 1% each) administered over the course of the term, at the end of most weeks. These serve to highlight important concepts explored each week, and help tremendously with review.
MID-TERM THEORY TEST	20%	<b>Thursday, October 20th, 2022, 8:30 – 9:45am.</b>
LAB ASSIGNMENTS	40%	DUE DATES: prior to the start of the next lab; or as indicated by the Lab Instructor.
FINAL THEORY EXAM	30%	Please check: <a href="https://www.uwinnipeg.ca/exam-schedules">https://www.uwinnipeg.ca/exam-schedules</a> for final exam schedule. <b>Cumulative: covering all course materials</b>
<b>TOTAL</b>	<b>100%</b>	

\* 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.**

\* In the Lab, there are 9 lab assignments, and 2 supplementary activities. Each assignment will contribute 4%, and each supplementary activity 2%, to the total of 40%.

\* Lab due dates: as indicated by your lab instructor (see above). Late submissions will not be accepted for grading (except in circumstances where the lab instructor agrees that good reason has been provided). If a lab assignment is turned in late, without an appropriate reason, a grade of “zero” will be assigned. Please send an email to your lab instructor (see emails above) if an issue arises that will prevent you from submitting your lab assignment on time. Be sure to ask for extensions well in advance.

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. For this course, grade equivalents are as follows:

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+

The Final Theory Exam must be written as scheduled in the 2022-2023 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 2022-2023 Undergraduate Academic Calendar link: (<http://www.uwinnipeg.ca/index/calendar-calendar>).

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.

### **Test/Exam Identification Policy**

If the final exam is in-person, students are required to show their University of Winnipeg student identification. Take-home or remote exams will be administered or submitted via Nexus where responses should also be uploaded. The use of a simple calculator is allowed but no other electronic devices are permitted, unless otherwise indicated.

## **4. VOLUNTARY WITHDRAWAL**

(Please refer to the 2022 - 2023 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:

- Wednesday, November 16<sup>th</sup>, 2022; FINAL DATE to withdraw without academic penalty from courses which begin in September 2022 and end in December 2022 of the 2022 Fall Term.

*\*\*\*Please contact the instructor before withdrawing from the course.*



## 5. COURSE POLICIES

### 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) will not be accepted and will 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 2022 – 2023 Course Calendar; the **Final Theory Exam** must be written as scheduled in the 2022 – 2023 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 2022 – 2023 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. Netiquette

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: [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca) with a relevant subject line (e.g. Question GEOG 1205) 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 2022 - 2023 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 9<sup>th</sup> – 15<sup>th</sup>, 2022; Midterm Reading Week.
8. The first day of class is September 6<sup>th</sup>, 2022. Lecture ends December 5<sup>th</sup>, 2022. The Fall 2022 evaluation period runs from December 9<sup>th</sup> – 22<sup>nd</sup>, 2022. 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 2022 - 2023 University of Winnipeg Course Calendar [www.uwinnipeg.ca/index/calendar-calendar](http://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.

### **7.2. 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.

### **7.3 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](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>.

### **7.3.1. 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](http://www.theuwsa.ca/academic-advocacy) or call 204-786-9780.

### **7.2.3 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>

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## **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](mailto: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](http://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/>

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

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*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.*