# THFM-4108-001 (3 credit hours)

# Speech Foundations in Performance (Fourth Year Honours)

Fall Term 2022 T/TH 1:00 pm – 2:15 pm Room 2T15 Professor Shannon Vickers s.vickers@uwinnipeg.ca
Office Hours: 10:30 am – 12:30 pm Wed
Please email to schedule a meeting during office hours

#### **COURSE DESCRIPTION**

This course reinforces a progressive curriculum of experiential learning. Application of voice work connected to thought and action through various texts and performance opportunities continue as students learn new skills related to speech. Proficiency in speech action is developed by learning the International Phonetic Alphabet (IPA) and exploring practical speech action in studio. Students can expect to enhance their understanding and execution of articulatory-speech action and how this work connects to self, identity, character, storytelling, and performance.

#### This course aims to:

- 1) give students an experiential understanding of the International Phonetic Alphabet and how the use of phonetics can serve as a tool for greater clarity and artistry in performance.
- 2) employ Knight Thompson Speechwork (KTS) methodology to encourage viscerally engaging in speech through physical action.
- 3) support students through experiential learning activities to apply these skills in their creative work and performance-based artistry.

### **METHODS**

- Daily warm-ups and exercises in voice and speech. You are responsible for knowing and *practicing* all the exercises learned in class. Good daily practice/review sessions outside of class, and detailed journal notes are essential to help you learn and receive full benefit from the exercises, and to help your body to learn these new patterns and ways of communicating.
- A class journal/notebook is required for daily notations. Make note of: exercises done in class that
  day, personal observations on progress, discoveries, and outside observations of vocal behaviour.
   Students are expected to complete the day's journal entry for homework.

#### **EVALUATION**

Please note that there are two assignments this term which account for 50% of the course. These assignments; Phonetics Assignment and Honours Production will be created, worked on, and rehearsed by each student outside of class time, and will be presented at the end of each quarter. The Honours Production is part of the THFM-4141 course, and is an opportunity to apply what you learn in class to your performance skills.

Our shared time together in class will focus on learning collaboratively and experientially through a variety of embodied experiences and exercises. This will inform your creative engagement in the two assignments as you apply our work together into your artistic process through your personal engagement in the assignments.

We look forward to celebrating all of the work you create; informed by our class explorations; at the times listed in the lecture schedule that follows.

# **Fall Term**

Class Participation
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Includes attendance at scheduled synchronous classes (punctuality and lateness), engagement with the work at hand, class discussion, insight into one's progress and process and a commitment to challenge oneself, try new things, and take risks as a means of learning new skills. Students will collaborate with the instructor on the assessment process of this component, by self-grading their participation and practice sessions weekly.

Phonetics Final Assessment (Week 6)	25%
Application to Honours Production (Week 12)	25%
Readings/Podcast/Video Responses	25%
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Fall Total	100%

Please note: an Open Textbook will be used for this course and will be made available to students at the start of the academic year.

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Fall Term Lecture Schedule: Practical Voice Work is green,

There is a minimum of one supplemental learning source each week:

Podcasts are blue, Articles are red, Videos are purple.

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FT Week 1 Sept 6 & 8	Tu 1	C/O + Syllabus Agreement Article: Standard Speech The Ongoing Debate	Q1 PHONETICS UNIT
	Th 2	Practical Phonetics & Voice	
FT Week 2 Sept 13 & 15	Tu 3	Practical Phonetics & Voice Article: Standards	
	Th 4	Practical Phonetics & Voice	
FT Week 3 Sept 20 & 22	Tu 5	Practical Phonetics & Voice Article: Standard Speech Practices and Pedagogy	*Please note: class on Sept 22 will be asynchronous. Video materials and resources will be provided on Nexus.
	Th 6	Practical Phonetics & Voice	
FT Week 4 Sept 27 & 29	Tu 7	Practical Phonetics & Voice Article: Current Use of Standard Dialects	
	Th 8	Practical Phonetics & Voice	
FT Week 5 Oct 4 & 6	Tu 9	Practical Phonetics & Voice Article: Decolonizing Listening	
	Th 10	Practical Phonetics & Voice Article: Strategies for Guiding Actor's Accent and Linguistic Needs in the 21st	
Reading Week			
October 10-14		Deboorgele hegin for 4th year show	
FT Week 6 <b>Rehearsals begin for 4<sup>th</sup></b> <b>year show</b> Oct 18 & 20	Tu 11	Rehearsals begin for 4 <sup>th</sup> year show Phonetics Assessment (25%)	Q2 SHOW UNIT
	Th 12	(continued)	
	111 12	(commuca)	

FT Week 7 Oct 25 & 27	Tu 13	Voice Gym & Text Support Video Resource (TED/youtube)  Voice Gym & Text Support	
FT Week 8 Nov 1 & 3	Tu 15 Th 16	Voice Gym & Text Support Video Resource (TED/youtube)  Voice Gym & Text Support	
FT Week 9 Nov 8 & 10	Tu 17	Voice Gym & Text Support Video Resource (TED/youtube)  Voice Gym & Text Support	*Please note: class on Nov 10 will be asynchronous. Video materials are provided on Nexus.
FT Week 10 Nov 15 & 17	Tu 19	Voice Gym & Text Support Video Resource (TED/youtube)  Voice Gym & Text Support	Final Date for Voluntary Withdrawal is November 16 <sup>th</sup> .
	Th 20		
FT Week 11 Nov 22 & 24	Tu 21	Voice Gym & Text Support Video Resource (TED/youtube)  Voice Gym & Text Support	
	Th 22	voice Gym & Text Support	
FT Week 12 Performance Week Nov 29 & Dec 1	Tu 23	Application to Honours Performance (25%)	
	Th 24	Application to Honours Performance (25%)	

# **ATTENDANCE AND LATENESS for 2nd- through 4th-year Performance classes**

Given that this is a practical studio course, extensive participation and professionalism are required. As a result, punctuality and attendance at classes (whether in person or online) and at out-of-class rehearsals are of the utmost importance. The following will apply:

- Attendance and punctuality will be recorded at the beginning of every class.
- Unexcused absences from lectures, labs, or rehearsals will be penalized at a rate of 2% per instance.
- Unexcused lateness for lectures, labs, or rehearsals will be penalized at a rate of 1% per instance.
- After a <u>THIRD</u> late or absence, the instructor will schedule a meeting with the student to discuss withdrawal from the course.
- After a <u>FIFTH</u> unexcused absence the student will be required to meet with the Chair of the department to discuss withdrawal from the course.
- In performance courses in which casts rehearse a show, unexcused lateness and absence will not be tolerated and may result in the recasting of your role after **ONE** incident.
- Excused absences or lates require a medical note or prior arrangement with the instructor. It is at the instructor's discretion whether or not to excuse a non-medical absence.
- After <u>FIVE</u> excused absences the student will be required to meet with the Instructor to discuss whether it is realistic for him/her to continue in the course.

Given the rigorous, practical nature of studio courses, and the demands these courses make in terms of attendance and punctuality, students with chronic medical conditions that require extensive absence should meet with the instructor at the beginning of the term to discuss whether the course is appropriate for them.

# NOTES FOR PERFORMANCE COURSES

- Senior acting students scheduled to perform in a departmental public exercise will be expected
  to attend rehearsals. Rehearsals for final presentations and public exercises are scheduled well
  in advance; students must arrange their university and work schedules so as not to conflict with
  them. Students must attend ALL scheduled rehearsals.
- Any student who repeatedly misses rehearsals, arrives late, or fails to rehearse adequately will be asked to withdraw from the course (see Attendance note, above).
- As many of our classes are physical in nature, students are asked to wear comfortable clothing.
  In the event an occasional class is scheduled online, there will still be physical work required. If
  there are limitations due to the student's remote environment, adjustments should be made with
  the instructor in advance.
- In a presentation environment, student actors, like professionals, are expected to provide their own basic makeup supplies where required. ABSOLUTELY NO SHARING OF MAKEUP will be allowed due to the potential health risks.
- Senior acting students scheduled to perform in a departmental public exercise are asked not to modify their hair colour or style without first checking with the instructor/director.
- When attending classes, rehearsals or labs in the Theatre building, outdoor footwear <u>must be removed</u> before entering <u>ANY</u> of the Studios: **0T09** (Concourse Studio), **0T19** (Mime Lab), **1T15** (Theatre), **2T05** (2nd Floor Studio), **2T15** (Movement Studio). We suggest you bring suitable dance shoes or slippers to wear if working in one of these spaces. Your professors will monitor and enforce this regulation in order to preserve the integrity of the special flooring in these rooms. Please respect this rule.
- Students attending rehearsals or labs in the Theatre building <u>MUST NOT</u> move existing furnishings from their current locations.

# STUDENT PARTICIPATION POLICY & COURSE CONTENT NOTE

Theatre is a communal art form in which a number of interdependent artists and crafts people co-operate to create a work of art. This fact is necessarily transferred to the learning situation, and is reflected in many of the Department's courses. Consequently, it is the Department's policy that students are required to: complete homework such as reading, line-learning, script analysis, prop lists, design drawings, etc.; attend classes; attend rehearsals both within and outside of class times; and, in short, to exhibit commitment towards the inevitably shared endeavours of our field of study.

Any student failing to fulfil these requirements is harmful to the progress of dedicated students and may, after due warning, be asked to withdraw from any individual Departmental course.

# **COURSE CONTENT NOTE**

Dramatic literature depicts a wide range of human actions, both elevated and base, public and private, physical and psychological, sexual and non-sexual, etc. Acting students learn to simulate life truthfully in interaction with other students in the safety of the acting class and the rehearsal hall through exercises, discussions, and directions which address rather than avoid truthful, particularized, personalized action.

The teaching of acting may involve encouraging students to examine personal and even intimate areas of life to help them understand and meet the demands of the work.

Performance classes often require strenuous physical activity. Classes and rehearsals may also involve consensual physical interaction between students as part of class exercises or character development and occasional, consensual, physical contact by instructors for purposes such as the demonstration of a technique or to make a posture correction. Students are responsible for wearing clothing appropriate to these activities.

This work can, at times, feel uncomfortable, but must ALWAYS be consensual, and must NEVER be unsafe. Students are encouraged to discuss any concerns about their physical and emotional safety with their course instructor.

# **KNOW YOUR RIGHTS**

# **Human Rights and Diversity**

All students are encouraged to visit the University's Human Rights and Diversity website (<a href="https://www.uwinnipeg.ca/respect/index.html">https://www.uwinnipeg.ca/respect/index.html</a>) to familiarize yourself about your rights, the University's policies, and resources in place to support you. This site includes links to the University's Sexual Violence Policy and Procedures (<a href="https://www.uwinnipeg.ca/respect/sexual-violence-policy-and-procedures.html">https://www.uwinnipeg.ca/respect/sexual-violence-policy-and-procedures.html</a>), as well as resources for getting and providing support and clear steps for disclosing or reporting sexual violence.

# **Sexual Violence Resources on Campus**

From the UW Human Rights & Diversity website:

The University takes all disclosures and reports of sexual violence seriously; survivors of all backgrounds and experiences will be treated with dignity, respect, and care. If you have experienced sexual violence, there are trained staff to help you in whatever way suits you best."

**Disclosing** is telling a member of the UW Community that you have experienced sexual violence. This could be someone you trust or feel comfortable with, like a professor, coach, another staff person, or a member of the Sexual Violence Response Team (**SVRT**). A disclosure can be made in order to receive support, accommodation, or to be connected to other resources. The Sexual Violence Response Team (**SVRT**) is a small team of specially trained, well-situated staff that coordinates and organizes services for survivors in a confidential manner. For example, if you personally do not feel comfortable talking to your professors about extensions or deferring work, they would be able to arrange changes for you without telling the professor why you need accommodation.

<u>Contact SVRT by phone at 204-230-6660.</u> <u>You can find more information on disclosing here.</u> (https://www.uwinnipeg.ca/respect/sexual-violence/get-support.html)

**Reporting** is making a statement to the **Human Rights & Diversity Officer (HRDO)** with the intention of seeking remedy, sanction, or consequences through the university. Once a report is made, the **HRDO** will review your report and discuss your options. Your options could include an investigation process, or informal resolution (if you wish to resolve it without an investigation). The **HRDO** can still connect you

with support, accommodation, or external organizations while the investigation is taking place. You can contact the HRDO by phone at 204-988-7508 or by email at <a href="https://uwinnipeg.ca">hrdo@uwinnipeg.ca</a>
You can report online here » (https://uwinnipeg.qualtrics.com/jfe/form/SV 4ONi2EP1gcXjyBv)

## PUBLIC HEALTH CONSIDERATIONS

Should public health and university regulations require it, the schedule and content of the course may be subject to change on short notice. Every effort will be made to inform students of these changes, to deliver the course content in the best way possible under the circumstances, and to evaluate students fairly.

#### **HEALTH AND ACCESSIBILITY SERVICES**

Life happens to everyone. If you are experiencing a crisis in your life, or if you have a physical or mental health issue, communicate with your Professor or Accessibility Services – let us know so we can provide support or direct you to those who can. The earlier we know, the earlier we can discuss what resources might be available. Students with documented disabilities, or temporary or chronic medical conditions requiring academic accommodations for tests/exams/presentations (e.g., private space or more time) or during lectures/labs (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential. If you are registered with Accessibility Services, do not assume that Accessibility Services (AS) has informed your instructor that you have registered with them. Please see <a href="http://www.uwinnipeg.ca/accessibility">http://www.uwinnipeg.ca/accessibility</a>. If you do not register with AS, you cannot be granted special consideration (e.g. extra time to write exams/tests, attendance issues because of physical or mental health conditions, etc.).

The University of Winnipeg promotes a scent-free environment. Please be respectful of the needs of your fellow classmates and your instructor by avoiding the use of scented products while attending on-campus lectures and labs. Exposure to perfumes and other **scented products (such as lotion)** can trigger serious health reactions in persons with asthma, allergies, migraines or chemical sensitivities. We are asking for your cooperation to create a scent-free environment **on campus** by students, faculty and staff.

# "THE REAL THING" LECTURE SERIES

During the FW terms, the Department of Theatre and Film presents a series of lectures held on Wednesdays during the free period (12:30-13:20). This series will feature speakers from a range of areas in the performing arts: technical, performance, design, management, film, directing, playwriting, etc. and are open to all students. The speakers will specifically address issues related to "the business of the business."

Lectures will take place in-person in the Theatre, Wednesday 12:30 – 13:20, on the following dates:

October 5, 2022 November 9, 2022 January 18, 2023 March 1<sup>st</sup>, 2023

Guests will be confirmed shortly.

MANDATORY ATTENDANCE FOR HONOURS STUDENTS: Attendance at <u>EVERY</u> lecture is mandatory for ALL Honours students in Theatre (that is, anyone taking 4000-level courses in any area), as well as

students in THFM-3101 Acting III General, THFM-3110 Screen Acting, THFM-3201 Styles in Design, and THFM-3801 Production II.

All students are encouraged to attend these fun and informative lectures. Please see our department website in the Fall for information.

#### **ORIENTATION ASSEMBLY**

WEDNESDAY, SEPTEMBER 14 at 12:30 pm we will hold an *Orientation Assembly* in the Theatre to welcome students to the new term; introduce our new students to faculty and other students; provide information about the department, its various activities and those of its professors; and deliver news about what's coming up.

ALL STUDENTS ARE ENCOURAGED AND WELCOME TO ATTEND!

#### **TAFSA**

All students enrolled in at least one theatre or film class are automatically members of TAFSA, the Theatre and Film Students' Association, which plans a number of exciting activities each academic year. Activities organized by TAFSA include regular **Performance Jams, Department parties** and **Socials**; other events have included **DioFest** (a new play festival featuring student written and produced plays), and **24/7** (an event in which students move into our building and several plays are written, rehearsed, produced, and presented – all in a period of 24 hours!).

Please find out more at TAFSA's meetings, held every second Monday from 12:30-13:20 pm. It's a great opportunity for students to connect with other like-minded people and a way to get involved in the department events. Visit the TFSA Instagram account at **@tafsauw** or email them at tafsa.uw@hotmail.com.

#### **BUILDING SECURITY**

The Asper Centre for Theatre and Film (home to the Department of Theatre and Film) is open from 8:00 am to 6 pm weekdays only. Students are permitted to be in the building between 8:00 am and 10:00 pm seven days per week (except statutory holidays when the University is closed) **BUT PLEASE NOTE:** outside of regular building hours, it is **MANDATORY** that everyone in the building (students, faculty and community renters) **EITHER** carry an access card **OR** have a booking confirmation form in their possession (hard copy or electronic). **ALL EVENING STUDENTS in the building for classes must have a UW ID card.** If a Security Guard checks and you do not have proper accreditation, **you may be evicted**.

These rules are in place to protect our students and our equipment; please respect them.

All studios and labs are locked outside of building hours. Evening and weekend access can be added to your student card by visiting Melinda in the Department office, 3T03.

SECURITY PHONE (General, non-emergency, Safe Walk and Safe Ride): 204-786-9272
SECURITY EMERGENCY NUMBER: 204-786-6666

The Asper Centre for Theatre and Film is equipped with an emergency-only phone to contact Security immediately in the main lobby by the House Management Office. This can be used in an emergency situation to directly connect with the UW Security Services.

Students are encouraged to visit the UW Security Services webpage for complete information about campus security and emergency procedures: <a href="https://www.uwinnipeg.ca/security/index.html">https://www.uwinnipeg.ca/security/index.html</a>

#### **ONLINE CLASSES**

Instructors whose mode of delivery includes Zoom or a similar platform will clarify expectations for appropriate remote classroom behaviour or decorum (e.g., being on time, muting/unmuting, raising hand, reacting, etc.), and make appropriate allowances in order to respect the privacy of students (e.g., clarifying need to have video on/off).

Performance classes online: No eating, chewing gum, or wearing a mask during on-line work.

# **RECORDING ON-LINE CLASSES**

Should a class be held online, the instructor may choose to record a zoom or video class if there are online connectivity issues, absences, or to post to Nexus for later review.

If a lecture is recorded, students will be given notice (via the course outline or on a case-by-case basis) that their personal information may be captured; informed of how long the recording will be retained; and whether the recording will be used for evaluation of any kind. Students will also be given the option to turn off their cameras/microphones and use pseudonyms to remain anonymous (except where class participation is required).

Students with concerns or who wish to seek alternate arrangements may discuss the matter with the instructor.

Access to recordings will be limited to the academic staff, students, and others with a legitimate need. Recordings containing student personal information will not be posted publicly, but only on UW-approved servers.

No student is allowed to disseminate recordings outside of the class or post recordings publicly. Access to the recordings will be limited to the instructor and the students.

#### **ELECTRONIC COURSE OUTLINE ADDENDA**

**Department Website:** <a href="https://theatre.uwinnipeg.ca">https://film.uwinnipeg.ca</a> or <a href="https://film.uwinnipeg.ca">https://film.uwinnipeg.ca</a>

Please refer to the website for department information, but particularly regarding:

Fire and Safety Information for ACTF: Students must check our website and review the <u>Fire Safety Instructions in the Asper Centre for Theatre and Film</u> (https://www.uwinnipeg.ca/theatre-film/docs/fire-evacuation-procedures 2020.pdf) and <u>Access Card/Building Use Policy</u> (https://www.uwinnipeg.ca/theatre-film/rentals/access-card-and-building-use-policy.html).

Room Bookings for Class Assignment Work: Students may book rehearsal room space class-related work or outside projects. Priority will be given to class assignment work. Please see our website links to *Room Booking Instructions* and electronic *Online Room Booking Form* found on our department website at <a href="https://www.uwinnipeg.ca/theatre-film/rentals/access-card-and-building-use-policy.html">https://www.uwinnipeg.ca/theatre-film/rentals/access-card-and-building-use-policy.html</a>. Please read and note all instructions carefully. Room booking availability is subject to change according to public health and university policies.

# **GENERAL NOTES**

- Students can find answers to frequently asked questions related to the University's Covid-19 policies for the 2022-23 year here: https://www.uwinnipeg.ca/covid-19/index.html
- Students should check their UWinnipeg e-mail addresses daily as this is the most direct way
  instructors and the University will contact students regarding such things as important
  information about health and safety, policies and registration, and Faculty will contact you
  about changes to class schedules, cancelled classes, etc.
- This course outline should be considered a guideline only. Time constraints and other unforeseen factors may require that some topics be omitted or covered in less detail than indicated.
- Archival records such as video/sound recordings and photographs may be made or taken during
  class or lab times. The University uses such materials primarily for archival, promotional, and
  teaching purposes. Promotional use may include display at open houses or conferences, or use
  in advertising, publicity, or brochures. In reading and accepting the terms in this course outline,
  students acknowledge consent for such use by the University. Should a student not wish to
  convey such consent, they should withdraw from this course immediately.
- Unless necessary for accessing class, cellular phones should be turned off during classes and examinations. Texting is not permitted in class.
- Any student attending a test or final examination may be required to present proof of identity; photo identification is preferred.
- It is the student's responsibility to retain a photocopy or computer disk copy of <u>ALL</u> assignments submitted for grading; in the event of loss or theft, a duplicate copy is required.
- When it is necessary to cancel a class due to exceptional circumstances, instructors will make
  every effort to inform students via UWinnipeg webmail (and/or using the preferred form of
  communication, as designated by the instructor), as well as the Departmental Assistant and
  Chair/Dean. Students are reminded that they have a responsibility to regularly check their
  UWinnipeg e-mail addresses to ensure timely receipt of correspondence from the university
  and/or their course instructors.
- 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 opportunity for students to make up work or examinations without penalty. A list of religious holidays can be found in the 2022-23 Undergraduate Academic Calendar, <a href="http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf">http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf</a>

#### Regulations, Policies, and Academic Integrity

Students are encouraged to familiarize themselves with the Regulations and Policies found in the University Academic Calendar at

https://www.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 emphasize the importance of maintaining academic integrity and the potential consequences of engaging in plagiarism, cheating, and other forms of academic misconduct. Even unintentional plagiarism, as described in the UW Library video tutorial "Avoiding Plagiarism"

(<a href="https://www.youtube.com/watch?v=UvFdxRU9a8g">https://www.youtube.com/watch?v=UvFdxRU9a8g</a>), is a form of academic misconduct. Similarly, 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) is a form of misconduct, as it involves aiding and abetting plagiarism.

Important information is outlined in the Academic Misconduct Policy and Procedures: <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf</a> and <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf</a>.

#### **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 could be considered non- academic misconduct. See the Respectful Working and Learning Environment Policy (<a href="https://www.uwinnipeg.ca/respect/respect-policy.html">https://www.uwinnipeg.ca/respect/respect-policy.html</a>) and Acceptable Use of Information Technology Policy (<a href="https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf</a>). More detailed information is outlined in the Non-Academic Misconduct Policy and Procedures

(<a href="https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf</a>).

# **Copyright and Intellectual Property**

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 <a href="https://www.uwinnipeg.ca/research/ethics/index.html">https://www.uwinnipeg.ca/research/ethics/index.html</a>

# **Privacy**

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

# **VOLUNTARY WITHDRAWAL DATES**

The voluntary withdrawal dates, without academic penalty:

**NOVEMBER 16, 2022 FOR FALL TERM COURSES** which begin in September 2022 and end in December 2022

**FEBRUARY 14, 2023 FOR FALL/WINTER TERM COURSES** which begin in September 2022 and end in April 2023

MARCH 14, 2023 FOR WINTER COURSES which begin in January 2023 and end in April 2023

Students are encouraged to speak to the Instructor before withdrawing to explore other options.

Please note that withdrawing before the VW date does not necessarily result in a fee refund.

# **CAMPUS CLOSURE DATES**

The dates the University is closed for holidays, irrespective of campus closure related to COVID-19 or other public directives:

September 5 (Labour Day)
September 30 (Truth and Reconciliation Day)
October 10 (Thanksgiving Day)
November 11 (Remembrance Day)
December 23, 2022 through January 2, 2023
February 20 (Louis Riel Day)
April 07 (Good Friday)