

Introduction to Physical Geography, Fall 2017
GEOG 1290 A03
Course Syllabus
Department of Environment and Geography
Clayton H. Riddell Faculty of Environment, Earth, and Resources

Instructor: Lisa Ford

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Office Hours: M/W/F 10:30-11:20 and Tuesday 1:00-2:00 or by appointment

Lecture Slot: T/Th: 10:00 – 11:15

Lecture Room: 223 Wallace Building

Course Dates: September 7 – December 9

Final Exam: To be scheduled in the Final Exam Period, December 11-21, 2017

**Final Voluntary
Withdrawal Date:** November 17, 2017

Required Course Materials:

Textbook: Discovering Physical Geography, Canadian edition, by Arbogast, Ford, and Degasse. 2018. Wiley.

Note: *if you are using a different textbook than the Canadian edition, the readings designated in the outline portion of this syllabus will not correspond. The instructor offers no guarantee that the content in other textbooks will be the same as the required textbook. Consequently, you may or may not be able to answer “textbook” exam questions. You may use any book you want, but it is at your own risk.*

Course description: This course studies aspects of our physical environment: climate, landforms, soils and vegetation. It focuses on the Earth's environmental systems including the atmosphere, hydrosphere, land surface and the biosphere. The course material will include current and past examples, detailed notes, in class examples and group work, and textbook reading assignments.

Course objectives:

- To familiarize students with physical geographic concepts and perspectives.
- To describe and explain the Earth's atmosphere, oceans, land surface and biosphere, and relate them to the dominant natural processes and to changes over time.
- To develop an appreciation of the complex inter-relationships inherent in Earth's natural systems.
- To encourage you to listen, read and think critically and effectively.
- To provide you with a strong background in the academic discipline of physical geography and prepare students for upper level study in geography.

Method of Evaluation

The grade received is based on two in class tests worth 25% each, and one Final Examination worth 40% and three online homework assignments worth a total of 10%.

Midterm Test 1

Oct 10 – 60 minutes
Worth 25% of course value
Cumulative

Midterm Test 2

Nov 7 – 60 minutes
Worth 25% of course value
Cumulative

Final Examination

2 hours
Worth 40% of course value
Cumulative
TBA

Homework assignments

To be found on WileyPlus online, and to be completed and submitted online by the due dates.

<https://www.wileyplus.com/WileyCDA/>

Note: if you buy the textbook from the bookstore, the access code for the WileyPlus website will be included for free with the package and you do NOT have to purchase it separately.

If you do not purchase the textbook new (used, or buy online, or a friend's copy), you will need to buy the code from the website in order to access the mastering geography website and complete the homework assignments.

NOTE: ALL TESTS/EXAMS ARE CUMULATIVE**Final Grades:**

Final grades are subject to departmental review. In accord with departmental policy, the grading scheme is as follows:

A+	90 and above	B+	75-79	C+	65-69	D	50-59
A	80-89	B	70-74	C	60-64	F	0-49

Note: Students are not permitted to submit “bonus” assignments in addition to the regular homework, term tests, final exam to improve their grade.

Test and Final Exam Format:

- Multiple choice, short answer, map questions and/or true and false questions will be based on lectures, assigned readings, videos, class discussions and activities, and the corresponding readings in the course textbook.
- The final exam is *cumulative* (approximately 50% of questions from course material covered in each of Midterms 1 and 2, and 50% of questions from material covered after the second midterm).
- Students who miss a test due to a documented medical or personal emergency will be offered a rewrite. *See Policy Regarding Missed Midterms.*

Test and Final Exam Regulations:

- In all tests and exams, **NO** dictionaries, digital dictionaries, notes, books, textbooks, cellphones, PDAs (such as Palm Pilots) or text messaging devices are allowed.
- Students are responsible for appropriately concealing their test and exam answers in order to prevent copying by other students. Allowing another student to copy off of your test/exam is considered cheating, and therefore academic misconduct.
- Attendance will be taken at midterm tests. You are required to have photo identification at each midterm test and the final exam.

Policy Regarding Missed Midterms

- You must inform the instructor promptly (within 24 hours or as soon as physically possible) by email.
- If you miss a midterm exam for medical or compassionate reasons, you may be granted a make-up test. Documentation must be presented **within 48 hours** (not including weekends) of the missed test or exam in order to qualify for a make-up test. Please note that “reasonable reasons for missing a test or exam” do **NOT** include: vacations (even with relatives), long weekends away, or other course work.
 - You may have 2, or 3, or even 4 midterms scheduled on the same day. You may NOT write a deferred exam because you have other exams on the same day. Study early and plan accordingly.
 - If you do not contact the instructor within 48 hours to inform her that the exam has been missed, you will not be offered the opportunity to complete a re-write, regardless of documentation (i.e. waiting a week “because you forgot” means that you get a zero on the exam).
- Absence from tests must be justified by a medical or compassionate emergency – appropriate supporting professional documentation must be provided by the student for university records.
 - Your medical documentation **MUST** be legible and state that you were **UNABLE** to attend class and write the test or exam due to a medical circumstance. A note that you “saw a doctor” is **NOT** considered medical documentation.
- If in doubt about what is an appropriate reason for missing a midterm, please ask the instructor prior to the test.
- Once a test is started, regardless of the outcome, students will not be offered a make up test.
- Students will have 6 days from the midterm date to complete a make up test. The exam will be reviewed in class on the 7th day (one week after the original test date) and no make up tests will be available after that time.
 - If a student has medical or compassionate reasons to be unable to write within 6 days (for example, an extended illness), a make up test will not be provided, but

accommodations will be discussed with the student (as long as documentation is provided).

Test Review

- Test questions will **NOT** be returned or posted on Jump or *UM Learn*.
- Tests will be reviewed during lecture, approximately one week after the original in-class test date. While reviewing tests, students are permitted to make **handwritten notes only**. Laptops or any device capable of capturing images are not permitted.
- After the in-class review, students who would like to review their test may either come during office hours or make an email appointment within 1 week of the in-class review.
 - If you want to look over your test – come early (within 1 week of the in-class review)! Tests will not be available after this one week period.

Grades

- Midterm marks will be posted on *UMLearn* as soon as they can reasonably be graded.
- Final grades will be posted on the Aurora Student at the University of Manitoba website once they have been approved by the Department of Environment and Geography.
- Students have 7 days after the in-class test review to discuss any grading concerns and **to ensure their grade has been recorded on UM Learn**.
 - It is the student's responsibility to check UM Learn for their midterm grades
 - Appeals for a re-read of an exam, or an adjustment of the grade, must be made within 7 days of the in-class review. The course instructor reserves the right to adjust the grade upwards, downwards, or not at all. If after the re-read you are not satisfied with the decision you should consult the Head, Department of Environment and Geography.
- After this 7 day period, **NO** changes will be made.

Policy Regarding Missed Final Exam

- **The preliminary exam schedule is subject to change**
- If you cannot take the final examination due to illness or compassionate distress (documented), you must fill in a request for a deferred examination with your **own faculty** office. A courtesy email to the instructor is also appreciated.
- Students will be notified by the Department of Environment and Geography via email when the deferred exam is scheduled.
- Students must bring student ID or photo identification to the deferred exam.

GEOG 1290 COURSE APPROACH AND POLICIES

Course Delivery

- Course material will be delivered primarily through lectures, videos, in class discussion and corresponding textbook readings.
- Lecture notes will NOT be posted online; however, materials to 'complement' the course lectures will be posted on *UM Learn* including partial course notes (fill in the blank). It is your responsibility to access *UM Learn* and download these materials: <https://universityofmanitoba.desire2learn.com/>
 - The pace of the lecture is based on the partial course notes.
- Please note that I am under no obligation to post my PowerPoint notes; they are intended to assist you and not replace your personal notes.

- These materials are subject to copyright (please see information regarding the use of copyright materials)
- For assistance with *UM Learn*:
 - Client Services Help and Solutions Centre (204.474.8600)
 - Email: support@cc.umanitoba.ca
 - 123 Fletcher Argue (Mon to Fri: 8:00 AM. - 8:00 PM)
- These online materials are not a substitute for coming to class, and you cannot use these notes exclusively as they will need to be supplemented by notes from lecture and the textbook. ***If you miss a class, you are responsible for obtaining the missing notes from a classmate. The instructor will not provide notes for any reason.***

Recording Class Lectures

Lisa Ford and the University of Manitoba hold copyright over the course materials, presentations and lectures, which form part of this course. No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission Lisa Ford. Course materials (both paper and digital) are for the participant's private study and research.

- Students are **NOT** permitted to partially or entirely photograph, audio, or video record lectures.

Copyright

Please respect copyright. Copyrighted works, including those created by the instructor, are made available to students for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at umanitoba.ca/copyright or contact um_copyright@umanitoba.ca

Technology in the classroom

The general University of Manitoba policy is that all technology resources are to be used in a responsible, efficient, ethical and legal manner.

- Computers are encouraged, though students should not participate in electronic messaging or posting activities (Facebook, texting, wikis, blogs, YouTube, etc) during class.
 - If you can not refrain from checking Facebook or playing games during the lecture, please sit at the back of the room so you don't distract other people. If your technology becomes disruptive, you will be asked to leave.
- Cell phones and portable music players must be turned off during lectures. Students are also required to remove earphones.
- If you are on call or you have an ongoing personal or family situation, you should switch your cell phone to vibrate mode and leave the classroom to take calls.
- **NO TEXTING DURING CLASS.**

Student Accessibility Services

If you are a student requiring special accommodations, please contact SAS for academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations.

- It is YOUR responsibility to consult with Student Services and make the necessary arrangements for exams.
- Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services <http://umanitoba.ca/student/saa/accessibility/>

520 University Centre

204 474 7423

Student_accessibility@umanitoba.ca

Communicating with your Instructor and other Students

Effective September 1, 2013, the U of M will only use your university email account for official communications, including messages from your instructors, department or faculty, academic advisors, and other administrative offices. http://umanitoba.ca/registrar/email_policy/

- **If you typically use an account other than your U of M account, you can forward your U of M account to another personal account.** However, all emails must be SENT from the U of M account or they will not be returned.
- All communications must be professional and courteous.
- **E-mails** to the instructor must include:
 - The subject heading (**GEOG 1290**), a salutation (i.e. Dear, Hello, Good Morning . . .), and your full name
 - Come from a University of Manitoba Account (. . . @myumanitoba.ca)
 - Emails that do not conform to the above will not be returned.
- Allow at least **48 hours** for response (weekdays only).
 - Email will typically not be returned on weekends.
- Emails requesting notes, information discussed in class or information found in the course syllabus will not be returned.
- It is the student's responsibility to check their email for a response to any email questions **OR course announcements** (i.e. class cancellations).

Student Responsibilities

- Attend Class
 - Not all material covered in the lecture is found in the course textbook.
 - Please be punctual for lecture. If you arrive late or need to leave early, do so with a minimum of disruption.
 - Attendance will not be taken, and there is no penalty for missing a class (unless you miss an exam)
 - If you miss a class:
 - It is the student's responsibility to find out what was missed from a **classmate**.
 - While the partial PowerPoint slides are available on *UM Learn*, clarification notes are required in order to make sense of the material. The full notes will NOT be posted.
 - Instructor will not reply to emails requesting notes for missed classes (regardless of the reason).
- Study course material – at least two hours for every hour of lecture.
- Be Courteous

- Talking during class (unless you are asking the instructor a question, or answering the instructor's question) is disrespectful to students who have come to lecture to learn. As an instructor, it is my job to maintain a suitable learning environment for all students. Talking in class interferes with the learning of the student you are talking to and the students around you.
- Remain available for all classes and the final exam period
 - The preliminary exam schedule is subject to change. Do not make travel arrangements etc. based on this schedule. It is the student's responsibility to remain available for the final exam period and students are not permitted to rewrite exams because they have made arrangements to begin work or travel.
- Forward your U of M email account to an email account that you consult regularly.
- Read the textbook. Not all the textbook will be covered in the lectures but may be covered in the test or exam.

Respectful Work and Learning Environment (RWLE)

RWLE Policy, Section 2.4: The University of Manitoba does not condone behaviour that is likely to undermine the dignity, self-esteem or productivity of any of its members and prohibits any form of discrimination or harassment whether it occurs on University property or in conjunction with University-related activities. Therefore, the University of Manitoba is committed to an inclusive and respectful work and learning environment, free from:

- a. discrimination or harassment as prohibited in the Manitoba Human Rights Code;
- b. sexual harassment; and
- c. personal harassment

RWLE Policy, Section 2.1.4.2: The University does acknowledge the legitimate right and responsibility of academic staff members to correct inappropriate student behaviour, insist on order in the classroom and evict, as necessary, those who disrupt order in the classroom. [See Bylaw: Student Discipline.

- Respectful Work and Learning Environment Policy: <http://bit.ly/2b63HQO>
- Student Discipline Bylaw: <http://bit.ly/2b3RL3p>

Academic Integrity

Students are responsible for ensuring they understand the University of Manitoba's policy on Academic Integrity (plagiarism, cheating, and examination impersonation). These policies are available in the University Calendar 2016-2017, General Academic Regulations. <http://bit.ly/2asrlZN>

1. "Academic Misconduct" means any conduct that has, or might reasonably be seen to have, an adverse effect on the academic integrity of the University, including but not limited to:
 - (a) Plagiarism – the presentation or use of information, ideas, images, sentences, findings, etc. as one's own without appropriate citation in a written assignment, test or final examination.
 - (b) Cheating on Quizzes, Tests, or Final Examinations – the circumventing of fair testing procedures or contravention of exam regulations. Such acts may be premeditated/planned or may be unintentional or opportunistic.

(c) Inappropriate collaboration – when a Student and any other person work together on assignments, projects, tests, labs or other work unless authorized by the course instructor.

(d) Duplicate Submission – cheating where a Student submits a paper/assignment/test in full or in part, for more than one course without the permission of the course instructor

(e) Personation – writing an assignment, lab, test, or examination for another student, or the unauthorized use of another person's signature or identification in order to impersonate someone else. Personation includes both the personator and the person initiating the personation.

The penalties for plagiarism and cheating are severe and range from receiving a grade of zero on an assignment, to academic suspension. **For more information on Cheating, Plagiarism, and Fraud:** <http://bit.ly/2b63fBP> & <http://bit.ly/2b63ywR>

How to avoid cheating and plagiarism (From the U of M's student resources online, http://umanitoba.ca/student/resource/student_advocacy/cheating_plagiarism_fraud.html)

In tests and exams

1. Do not sit near friends.
2. Do not use study notes written on small pieces of paper.
3. Shield your answer sheet so that others cannot see it.
4. Do not take notes, books or other items into a test or exam except those expressly authorized. If unsure about what is permitted, always ask.
5. If calculators are permitted, remove the cover.
6. Do not gaze around the room when writing a test or exam.
7. Do not communicate with any other student during a test or exam: communicate only with the instructor or proctor.
8. Arrive on time. Hand in all papers as required.
9. If you hear of anyone obtaining information about a test or exam in advance, report it to the instructor without delay.
10. If procedures for administering or supervising tests or exams seem inadequate to you, let the instructor or other authority know what your concerns are.
11. Report to the invigilator or instructor any unusual or suspicious behaviour of other students writing the test or exam.

COURSE READINGS

Introduction to Physical Geography

Reading: Chapter 1

The Geographer's Tools

Reading: Chapter 2

Earth-Sun Geometry and the Seasons

Reading: Chapter 3

The Global Energy System

Reading: Chapter 4

Global Temperature Patterns

Reading: Chapter 5

Atmospheric Pressure, Wind, and Global Circulation

Reading: Chapter 6

Atmospheric Moisture and Precipitation

Reading: Chapter 7

Air Masses and Cyclonic Weather Systems

Reading: Chapter 8

Earth's Internal Structure, Rock Cycle, and Geologic Time

Reading: Chapter 12

Tectonic Processes and Landforms

Reading: Chapter 13

Weathering and Mass Movement

Reading: Chapter 14

Groundwater and Karst Landscapes

Reading: Chapter 15

Glacial and Periglacial Processes and Landforms

Reading: Chapter 16

Arid Landscapes and Eolian Processes

Reading: Chapter 18

Note: We may not be covering ALL of these topics. You only have to complete the readings for the chapters associated with the in-class notes. So, for example, if we finish the class with Chapter 15, Groundwater and Karst, and do not cover Glacial Geomorphology or Arid and Eolian Processes, you do not have to read chapters 16 and 18.