# Course Syllabus – Fall 2019 Geography of Canada - GEOG 2570 A01 Department of Environment and Geography Clayton H. Riddell Faculty of Environment, Earth, and Resources

**Instructor:** Dr. Janna Wilson

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204.480.1817

janna.wilson@umanitoba.ca (preferred means of contact)

Office Hours: Monday: 1:45 – 3:00 PM

Tuesday: 1:00 – 2:30 PM

Appointment recommended; please email

**Lecture Room:** 258 St. Paul's College

**Lecture Slot:** T/TH: 11:30 – 12:45 AM

**Course Dates:** Sept. 4 – Dec. 6, 2019

**Final Exam:** TBA (Final exam period: Dec. 19-20, 2019)

Final Voluntary

November 18, 2019 (50% of the course grade available by this date)

Withdrawal Date:

For more information: <a href="http://umanitoba.ca/student/records/leave\_return/695.html">http://umanitoba.ca/student/records/leave\_return/695.html</a>

#### **Required Course Materials:**

Bone, R.M. (2017). The Regional Geography of Canada (7th ed.). Oxford University

Press. ISBN: 978-0-19-902129-1

Cost: \$119.95

Student study guide on the textbook website:

https://oup-arc.com/access/bone-7e-student-resources#tag study-guide

**Note:** If you are using a different textbook than the 7<sup>th</sup> edition of Bone, the assigned readings may not correspond. The instructor offers no guarentee that the content in other textbooks/or editions will be the same as the 7<sup>th</sup> edition of Bone. 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**

(Formerly 053.257) A regional study of Canada in which the major regions of Canada are studied with respect to geographical patterns of their physical environment, settlement, culture, economic activity, and land use. Not to be held with GEOG 2560 (053.256), GEOG 2561 or GEOG 3431 (053.343). Prerequisite: a grade of C or better in a minimum of three credit hours from Geography courses numbered at the 1000 level, or permission of department head.

Course Attributes: Geography - Area Studies, Canadian Studies

#### **Course Goals:**

With its immense size, variety of landscapes, unique colonial history, cultural diversity, and evolving demographics, Canada is best studied from a regional perspective. This course examines the physical, human, historical, political, and economical geography of Canada using six regions.

Upon completion of this course, students will be able to:

- Demonstrate an understanding of the important concepts of regional geography and why Canada is best studied from a regional perspective.
- Describe the regions of Canada and describe the major factors contributing to the Canadian Landscape.

# **Method of Evaluation**

Students will be evaluated via two (2) in-class midterm tests worth 50% in total (2 x 25%), three (3) quizzes worth 15% (3 \* 5%), and one (1) final exam worth 35%.

Midterm Test I (Part A): Oct. 8; 75 minutes (25% of course value)

Midterm Test II (Part B - cumulative): Nov. 7; 75 minutes (25% of course value)

**Quizzes:** Sept. 19, Oct. 22, Dec. 3 (<u>15</u>% of course value)

**Final Exam** (Part C - cumulative): TBA (<u>35</u>% of course value)

iClicker Reef: potential 1% bonus (see note below on access and bonus mark calculation).

The Grade distribution for this course is as follows:

 A+: 90% or above (Exceptional)
 C+: 65 - 69% (Satisfactory)

 A: 80 - 89% (Excellent)
 C: 60 - 64% (Adequate)

 B+: 75 - 79% (Very Good)
 D: 50 - 59% (Marginal)

 B: 70 - 74% (Good)
 F: ≤ 49% (Failure)

Note: Students are <u>not</u> permitted to submit "additional" assignments in addition to the regular term tests and final exam to improve their grade. The grading scheme will only be adjusted for documented, extenuating circumstances.

# **Midterm Test and Final Exam Information**

- In all tests and exams, **NO** unauthorized materials are permitted. Unauthorized materials **many** include, but are not limited to: dictionaries, notes, books, textbooks, cellphones, smart watches, or any device capable of storage and/or wireless communication.
- 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. Academic misconduct charges will
  pursued if a student violates these instructions
- Please consult policy regarding Academic Integrity below.

#### **Test and Final Exam Format**

- Multiple choice, short answer and diagram questions will be based on lectures, assigned readings, videos, class discussions and activities, and the corresponding readings in the course textbook.
- Approximately 10% of the midterm and final exam questions may come from the course textbook, which may <u>not</u> have been covered in lecture. On the midterms and final exam, these questions will be identified as textbook questions in brackets at the end of the question "(textbook question)"
- The final exam is *cumulative* (approximately 50% of questions come from course material covered in Midterm I and II, and 50% of questions come from material covered after Midterm II.
- Students who miss a midterm test due to a documented medical or personal emergency will be <u>not</u> be offered a "makeup" test. **See Policy Regarding Missed Midterm Tests.**

#### **Midterm Test Review**

- Test questions will **NOT** be returned or posted on *UM Learn*.
- Tests will be reviewed during lecture as soon as possible (usually within two (2) days). While
  reviewing tests, students are permitted to make *handwritten notes only*.
- Students are permitted to review their midterm test provided they make an appointment via email within five (5) days of the in-class review.
- Students who fail to show up for an appointment without informing the instructor in advance, will not be rescheduled.

## **Policy Regarding Missed Midterm Tests**

- <u>No</u> "makeup" or "re-write" tests will be offered. Students who miss a midterm test will have their final exam reweighted to account for the missing test only if appropriate medical/professional documentation has been provided by <u>email</u> (to your instructor) within <u>48 hours</u> of the missed midterm test. Failure to provide this documentation within <u>48 hours</u> will result in a grade of zero (0) being assigned for the missed midterm test.
- For example, if a student misses 1 midterm and provides documentation within 48 hours, the final exam will be reweighted to **60%** instead of the original 40% (20% + 40% = 60%).
- Medical/professional documentation MUST be legible and state that you were UNABLE to write
  the midterm test due to a medical circumstance on the day of the midterm test or exam. A note
  that you "saw a doctor" is NOT considered medical documentation.
- Please note that reasonable reasons for missing a test or exam do *NOT* include: vacations, long weekends away, other course work, other tests or guizzes on the same day etc..
- If in doubt about what is an appropriate reason for missing a test exam, please ask the
  instructor prior to the test or due date via email. If you have not received a response from the
  instructor via email, students are highly encouraged to talk to the instructor prior to the
  test/online quiz/exam. Once a test is started, regardless of the outcome, students will not be
  offered a makeup test.

# **Policy Regarding Missed/Deferred Final Exam**

- 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 recommended.
- The Department of Environment and Geography schedules deferred exams for this course once the required paper work has been received from the student's <a href="https://example.com/html/>home-this-course-once-
- Students will be notified by the Department of Environment and Geography via email (U of M accounts only) when the deferred exam is scheduled.
- Students must bring student ID or photo identification to the deferred exam.

- It is the student's responsibility to communicate via their U of M email to make arrangements for the deferred exam.
- For more information: http://umanitoba.ca/student/records/finals/682.html

#### **Quiz Format**

• There will be three (3), 15-20 minute in-class quizzes. Quizzes may be a combination of map questions, short answer, multiple choice, true and false and matching questions and will be based on information covered in previous classes.

## Policy Regarding Missed Quiz(zes):

- Make-up quizzes will not be offered. For example, if a student misses 1 quiz, the remaining 2 quizzes will be reweighted to 7.5% each (2\* 7.5% =15%)
- You must inform the instructor <u>promptly</u> (within <u>24</u> hours or as soon as physically possible) by email.
- Absence from quiz must be justified by a medical or personal emergency appropriate supporting professional documentation must be provided. Your medical documentation MUST be legible and state that you were UNABLE to attend class due to a medical/compassionate circumstance. A note that you "saw a doctor" is *NOT* considered medical documentation.
- Documentation must be presented within <u>48</u> hours of the missed test/quiz in order to qualify for reweighting of quiz marks. Failure to provide this documentation within 48 hours will result in a grade of zero (0) being assigned for the missed test /exam
- Please note that "reasonable reasons for missing an exam" do NOT include: vacations (even with relatives), long weekends away, or other course work.

# iClicker Participation Bonus

- This class will use iClicker Reef to conduct polls and quizzes in class. These are optional for students to answer.
- To participate, you are required to bring your own device with the iClicker reef app (smartphone or tablet), or utilize the iClicker website on your laptop and add the GEOG 2570 A02 class (Course ID: GEOG 2570 A02 Fall 2019 (Wilson)) in order to complete the iClicker questions.
- Students who answer 80-100% of the questions during the term will earn 1% bonus, which will be added to their final grade.
- Students who answer 60-80% of the questions will earn 0.5% bonus, which will be added to their final grade.
- Students who answer 0-59.9% of the questions will get the practice of answering the iClicker questions, but no bonus marks will be added onto the final grade.
- There are NO ways to make up iClicker questions. If you miss a class, or answer too slowly and miss the question, or are sick or away, there is no "make-up". The iClicker bonus is for students attending class and participating on a daily basis.
- The iClicker questions are based on answering and participating. Students are not penalized for getting the questions incorrect or rewarded for correct answers.

#### iClicker Reef Access

- Regardless of which device you use in class, your computer, smartphone, or tablet, you
  must create an iClicker Reef account or use your existing Reef account if you already
  have one. You can do this by downloading the mobile app via the App Store or Google
  Play, or by visiting <a href="https://www.iclicker.com/students">https://www.iclicker.com/students</a>
- It is your responsibility to properly register your iClicker Reef device and/or iClicker remote in a timely fashion. It is also your responsibility to regularly check your iClicker grades for any discrepancies and bring them to my attention quickly.
- You must connect your Reef account within our learning management system. To do this, you must navigate to the iClicker Reef registration link in UM Learn, click the link, then sign into your Reef account or create a Reef account from the window that opens. This will automatically add our class to your Reef account. Because University of Manitoba provides a subscription for all mobile Reef users, you do not need to purchase a Reef subscription, but it is your responsibility to make sure your account is in working order, and to regularly check your grades for any discrepancies and bring them to my attention immediately. If you already have a Reef account, simply sign into your account after clicking the link in UM Learn. Do not create a duplicate account.
- Student web: <a href="https://app.reef-education.com/#/login">https://app.reef-education.com/#/login</a>
- You can also access iClicker support documentation on UM Learn.
- If you have any technical issues using iClicker Reef, you can contact the IST Service Desk at servicedesk@umanitoba.ca or 204-474-8600.

# The VW date (Voluntary Withdrawal date)

• The last date for voluntary withdrawal (VW) from a course without academic penalty. So, if you find a course just is not right for you, you can withdraw but you must do so before the VW date. For this course, it is November 18<sup>th</sup>, 2019.

# **GEOG 2570 COURSE APPROACH AND POLICIES**

# **Course Delivery**

- Course material will be delivered primarily through lectures, videos, in class discussion and corresponding textbook readings.
- As a courtesy, I will be posting partial course notes (fill in the blank) in PowerPoint format on UM Learn. It is your responsibility to access UM Learn and download these materials: https://universityofmanitoba.desire2learn.com/d2l/home
  - 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 below note below regarding the use of copyrighted material).
- For assistance with UM Learn:
  - Client Services Help and Solutions Centre (204.474.8600)
  - Email: support@cc.umanitoba.ca
  - o 123 Fletcher Argue (Mon to Fri: 8:00 AM. 8:00 PM)

- The pace of the lecture is based on the partial course notes.
- 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 <u>textbook</u>. 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.
- Students are **NOT** permitted to partially or entirely photograph, audio, or video record lectures.

# **Expectations**

## **Expectations: I Expect You To**

- attend class, be on time, and take notes (though there is no numerical penalty for missing class; material and explanations are not necessarily on UM Learn or in the course textbook). The instructor does not provide copies of notes for any reason.
- understand and follow university policies on plagiarism, cheating and exam pseronation.
- complete course work independently and with academic Integrity.
- read, understand, and regularly consult the course syllabus.
- study course material following the course schedule set out in the course syllabus. It is recommended that students study 2-3 hours per every hour of lecture.
- Read the textbook. Not all the textbook will be covered in the lectures but may be covered in the test and/or exam. Not all material covered in the lecture is found in the course textbook.
- remain available to complete quizzes and midterm tests, and write the final exam during the final exam period (students must be available during the entire exam period and should not make any travel or work plans until the final exam schedule is released).
- backup your course notes. University of Manitoba students have access to 1 TB of OneDrive Storage through Office 365 (see Computers and Technology)
- be courteous and respectful to fellow students and instructor and adhere to university policies on <u>Respectful Work and Learning Environment</u> (RWLE) and <u>Inappropriate and Disruptive</u> <u>Student Behaviour</u>
- consult your University of Manitoba email account and UM Learn Announcements regularly. This is how the instructor and university will communicate with you.
- utilize your University of Manitoba email account to communicate with your instructor (<u>Student</u> Email Policy Information)
- ensure online quiz/test/assignment grades have been recorded correctly in *UM Learn*. Students have five (5) days after the in-class quiz/test review or assignment return to discuss any grading concerns. After this five-day period, *NO* changes will be made.
- respect copyright. We will use copyrighted content in this course. I have appropriately acknowledged my sources and I have ensured that it is copied in accordance with copyright laws and University guidelines. Copyrighted works, including those created by me, are available for your private study and research, and you must not distribute them in any format without permission. Do not upload copyrighted works to a learning management system (e.g., 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 information on Sharing course notes and Tutoring

#### **Expectations: You Can Expect Me To**

- strive to create a welcoming, inclusive, and positive classroom environment in which all students feel respected and heard.
- treat you fairly and respectfully while supporting your vision of academic success (Respectful Work and Learning Environment Policy).

- listen to your questions/concerns/feedback about the course structure, readings, assignments and grading and respond as best I can.
- provide timely feedback on assessments (within 1-2 weeks of assessment submission).
- follow policies regarding academic staff's responsibilities regarding students (ROASS).
- utilize my University of Manitoba email account to communicate with you and return emails in a timely fashion (48-hours excluding weekends and holidays) following the University of Manitoba Electronic Communications with Students Policy
- identify and recommend on campus resources you might find helpful on an as-needed basis (such as the <u>academic learning centre</u>, <u>accessibility services</u>, <u>libraries</u>, etc.).
- respect confidentiality by protecting your personal information and adhering to University
  Policies on <u>Information Access and Privacy</u> and <u>The Freedom of Information and Protection of Privacy Act</u> (FIPPA)
- respect <u>Copyright</u>. We will use copyrighted content in this course. I have ensured that the
  content I use is appropriately acknowledged and is copied in accordance with copyright laws
  and university guidelines.

# **Communicating with your Instructor**

- 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. <a href="http://umanitoba.ca/registrar/email">http://umanitoba.ca/registrar/email</a> policy/
- All communications must be professional and courteous.
- E-mails must include:
  - The subject heading (GEOG 2570 A01, a salutation (i.e. Dear, Hello, Good Morning . . . ), your full name and student number
  - o Come from a University of Manitoba Account (. . . . @myumanitoba.ca).
  - o Emails that do not conform to the above will not be returned.
- Allow at least 48 hours for response (weekdays only).

# Policy on Respectful Work and Learning Environment (RWLE)

- Each individual has the right to participate, learn, and work in an environment that promotes equal opportunities and prohibits discriminatory practices.
- RWLE [2016], Section 2.2 The University wishes to promote and support a community which
  embraces diversity and inclusion, provides for equality of opportunity, and recognizes the dignity of
  all people.
- **RWLE [2016], Section 2.3** Members of the University Community, including every student and employee, are entitled to a respectful work and learning environment that is:
  - (a) Free from Discrimination and provides for Reasonable Accommodation;
  - (b) Free from Harassment; and
  - (c) Collegial and conducive to early resolution of conflict between members of the University Community.
- Respectful Work and Learning Environment Policy: <a href="http://bit.ly/2b63HQO">http://bit.ly/2b63HQO</a>
- Student Discipline Bylaw: http://bit.ly/2b3RL3p

# **Inappropriate and Disruptive Student Behaviour**

- Inappropriate and disruptive behavior that interferes with the learning of other students, or the
  instructor's ability to teach will not be tolerated. Such behaviours would include but would not be
  limited to the following:
  - (a) threats to the physical safety of the individuals or others;
  - (b) verbal threats to or abuse of students or University personnel;
  - (c) recurring and willful damage of University property;
  - (d) inappropriate or disruptive behaviour as a result of misuse of drugs or alcohol on University property; and
  - (e) actions which habitually interfere with the learning environment or requires the inordinate time and attention of faculty and staff.
- Other disruptive activities include (but are not limited to) the use of texting in class, wearing headphones, talking during lecture, using technology such as computers, tablets, and mobile devices to view material that is not related to the class.
- Inappropriate or Disruptive Student Behaviour Policy: http://bit.ly/2iRbHKU
- 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 Catalog 2016-2017, General Academic Regulations <a href="https://bit.ly/2asrlZN">https://bit.ly/2asrlZN</a>
- 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
- All work is to be completed independently unless otherwise specified.
- No notes, books, or electronic devices are permitted in the final exam whether accessed or otherwise.

# **Student Accessibility Services**

• Students with disabilities are encouraged to contact Student Accessibility Services to facilitate the implementation of accommodations.

Student Accessibility Services

520 University Centre (Main Office), 155 University Centre (SAS Exam Centre)

University of Manitoba, Winnipeg, MB R3T 2N2 Canada

Phone: 204-474-7423 Fax: 204-474-7567 TTY: 204-474-9790

Website: http://umanitoba.ca/student/saa/accessibility/

Email: student accessibility@umanitoba.ca

- Students are encouraged to make an appointment with the instructor to discuss the accommodations recommended by Student Accessibility Services.
- The University of Manitoba Accessibly Policy: http://bit.ly/2bcrP6i

## **Important Dates:**

September 4: Lectures Begin

October 14: Thanksgiving (University Closed)
Nov. 11: Remembrance Day (University Closed)
Nov. 12-15: Fall Term Break (No Classes)
Nov. 18: Last Day for Voluntary Withdrawal

**December 6:** Last Day of Lectures **December 9-20:** Final Exam Period

# **Tentative Lecture Outline**

(Subject to Change)

Chapter
Chapter 1: Regions of Canada
Chapter 2: Canada's Physical Base
Chapter 3: Historical Geography
Chapter 4: Canada's Human Face
Chapter 5: Canada's Economic Face
Chapter 6: Ontario
Chapter 7: Quebec
Chapter 8: British Columbia
Chapter 9: Western Canada
Chapter 10: Atlantic Canada
Chapter 11: The Territorial North
Chapter 12: Canada: A Country of Regions within a Global Economy

<sup>\*</sup> Bone, R. M. (2017). The Regional Geography of Canada (7<sup>th</sup> ed.), Oxford University Press.

# Schedule "A"

Schedule "A" is the new requirement passed by the University of Manitoba Senate in 2016 that requires that a mandated list of supports for services plus contact information is provided to students. While this information is important and useful, should you require advice and support, the instructor is happy to meet with you and discuss issues and concerns

# **Student Resources**

### Writing and Study Skills Support

The Academic Learning Centre (ALC) offers services that may be helpful to you as you fulfill the requirements for this course. Through the ALC, you may meet with a study skills specialist to discuss concerns such as time management, reading and note-taking strategies, and test-taking strategies. You may also meet one-on-one with a writing tutor who can give you feedback at any stage of the writing process, whether you are just beginning to work on a written assignment or already have a draft. Writing tutors can also give you feedback if you submit a draft of your paper online. (Please note that the online tutors require 48 hours, from Mondays to Fridays, to return your paper with comments.)

All Academic Learning Centre services are free for U of M students. For more information, please visit the Academic Learning Centre website at: <a href="http://umanitoba.ca/student/academiclearning/">http://umanitoba.ca/student/academiclearning/</a>

You can also talk to a member of the Academic Learning staff by calling 480-1481 or by dropping in at 201 Tier Building.

## **University of Manitoba Libraries (UML)**

As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you may have, regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you in-person. A complete list of liaison librarians can be found by subject: <a href="http://bit.ly/WcEbA1">http://bit.ly/WcEbA1</a> or name: <a href="http://bit.ly/1tJ0bB4">http://bit.ly/WcEbA1</a> or name: <a href="http://bit.ly/1tJ0bB4">http://bit.ly/1tJ0bB4</a>. In addition, general library assistance is provided in person at 19 University Libraries, located on both the Fort Garry and Bannatyne campuses, as well as in many Winnipeg hospitals. For a listing of all libraries, please consult the following: <a href="http://bit.ly/1sXe6RA">http://bit.ly/1sXe6RA</a>. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the Libraries' homepage: <a href="http://bit.ly/namaitoba.ca/libraries">www.umanitoba.ca/libraries</a>.

The English Language Centre has workshop and programs in advanced academic and health-sciences English (located at 520, University Centre). Homepage: http://umanitoba.ca/student/staffdir/elc.html

## **Student Accessibility Services**

Student Accessibility Services (SAS) provides support and advocacy for students with disabilities of all kinds: hearing, learning, injury-related, mental health, medical, physical or visual. Students with temporary disabilities such as sprains and breaks are also eligible to use our services. SAS acts as a liaison between students and the faculty and staff of the University of Manitoba as well as support agencies within the province of Manitoba. Please phone: 474-6213 (voice) or 474-9690 (TTY) for service. For more information, please visit the Student Accessibility website at: <a href="http://umanitoba.ca/student/saa/accessibility/">http://umanitoba.ca/student/saa/accessibility/</a>

#### **Mental Health**

For 24/7 mental health support, contact the Mobile Crisis Service at 204-940-1781.

## **Student Counselling Centre (SCC)**

Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling. Student Counselling Centre:

http://umanitoba.ca/student/counselling/index.html

474 University Centre or S207 Medical Services (204) 474-8592

## **Student Support Case Management (SSCM)**

Contact the Student Support Case Management team if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team. Student Support Intake Assistant <a href="http://umanitoba.ca/student/case-manager/index.html">http://umanitoba.ca/student/case-manager/index.html</a>

520 University Centre (204) 474-7423

## **University Health Service**

Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation. University Health Service <a href="http://umanitoba.ca/student/health/">http://umanitoba.ca/student/health/</a>

104 University Centre, Fort Garry Campus (204) 474-8411 (Business hours or after hours/urgent calls)

### **Health and Wellness**

Contact our Health and Wellness Educator if you are interested in information on a broad range of health topics, including physical and mental health concerns, alcohol and substance use harms, and sexual assault.

Health and Wellness Educator <a href="http://umanitoba.ca/student/health-wellness/welcome.html">http://umanitoba.ca/student/health-wellness/welcome.html</a> Katie.Kutryk@umanitoba.ca

469 University Centre (204) 295-9032

#### Live Well @ UofM

For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site: http://umanitoba.ca/student/livewell/index.html

#### Copyright

All students are required to respect copyright as per Canada's Copyright Act. Staff and students play a key role in the University's copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community. Visit <a href="http://umanitoba.ca/copyright">http://umanitoba.ca/copyright</a> for more information.

# University and Unit Policies, Procedures, and Supplemental Information

(Available On-Line)

### Your rights and responsibilities

• As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

#### The Academic Calendar

- <a href="http://umanitoba.ca/student/records/academiccalendar.html">http://umanitoba.ca/student/records/academiccalendar.html</a> is one important source of information.
- View the sections University Policies and Procedures and General Academic Regulations. While all
  of the information contained in these two sections is important, the following information is
  highlighted.
- If you have questions about your grades, talk to your instructor. There is a process for term work and final grade appeals. Note that you have the right to access your final examination scripts. See the Registrar's Office website for more information including appeal deadline dates and the appeal form <a href="http://umanitoba.ca/registrar/">http://umanitoba.ca/registrar/</a>
- You are expected to view the General Academic Regulation section within the Academic Calendar
  and specifically read the Academic Integrity regulation. Consult the course syllabus or ask your
  instructor for additional information about demonstrating academic integrity in your academic work.
  Visit the Academic Integrity Site for tools and support http://umanitoba.ca/academicintegrity/ View
  the Student Academic Misconduct procedure for more information.

#### **Sexual Assault**

- If you experience Sexual Assault or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting.
  - The Sexual Assault policy may be found at: <a href="http://umanitoba.ca/admin/governance/governing\_documents/community/230.html">http://umanitoba.ca/admin/governance/governing\_documents/community/230.html</a>
  - More information and resources can be found by reviewing the Sexual Assault site http://umanitoba.ca/student/sexual-assault/

#### **Academic Programs and Regulations**

- For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site <a href="http://umanitoba.ca/faculties/">http://umanitoba.ca/faculties/</a>
- Contact an Academic Advisor within our faculty/college or school for questions about your academic program and regulations <a href="http://umanitoba.ca/academic-advisors/">http://umanitoba.ca/academic-advisors/</a>

#### Student Advocacy

 Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.

http://umanitoba.ca/student/advocacy/ 520 University Centre 204 474 7423 student advocacy@umanitoba.ca