

Outline for FRHD*1010 Human Development

Guidelines for Reviewing this Outline

As of Fall 2017, all online course offerings now include an Outline in PDF format that replaces the HTML Outline that was previously used in courses. This new Outline allows instructors and students to quickly access information in one document that can easily be downloaded, saved, and printed. The separate Schedule page in CourseLink no longer exists; all assessment due dates have been incorporated into the new Outline. Below are some guidelines to keep in mind when reviewing the Outline.

- The Outline has been customized to each course and includes information that was previously available to students in the CourseLink site. If any information is missing or needs to be updated, please use the [track changes feature in Word](#) to mark your edits.
- The Outline is organized into nine sections which should not be rearranged, removed, or reformatted. If you have any questions or concerns about the organization or formatting of the Outline, please contact the Online Course Preparation team at onlinecourseprep@opened.uoguelph.ca.
- The Outline contains some information that is standard across online courses at the University of Guelph. The information in the following sections should only be modified if there is an error.
 - **Course Details:** calendar description, pre-requisite(s), co-requisite(s), restriction(s), and method of delivery.
 - **Course Technologies and Technical Support:** CourseLink requirements, accessibility and privacy policies for technologies used in the course, and contact information for CourseLink Support.
 - **Course Specific Standard Statements:** acceptable use, netiquette expectations, submitting assignments to Dropbox, obtaining grades and feedback, and rights and responsibilities when learning online.
 - The **University Standard Statements** are derived from the Undergraduate / Graduate Calendars and are incorporated as per the [AVPA's Course Outline Checklist](#).
- There may be text in the Outline highlighted in yellow. This is information that the Online Course Preparation team has identified as missing or requiring confirmation. Please update the information accordingly.

Please review the Outline thoroughly and submit your approved version electronically with the [Fall 2018 Course Preparation Survey](#) by **Monday, July 9, 2018**. Information about your Graduate Teaching Assistants and the date and time of the final exam can be added to the Outline at a later date.

Once you submit the Outline, the Online Course Preparation team will convert it into an accessible PDF file and upload it to the course website. This cover page will not be included in the final version of the Outline that is posted to CourseLink.



FRHD*1010 Human Development

Fall 2018

Section: DE

Department of Family Relations and Applied Nutrition

Credit Weight: 0.50

Course Details

Calendar Description

This course is an introduction to the study of the development of the individual throughout the life cycle. Emphasis will be placed on the interrelationships between physiological, sociological and psychological aspects of normal human development.

Pre-Requisite(s): None

Co-Requisite(s): None

Restriction(s): Not available to Child, Youth, & Family or Child, Youth, & Family Co-op majors.

Method of Delivery: Online

Final Exam

Date: TBA

Time: TBA

Location: On campus

Instructional Support

Instructor

Dr. Susan Chuang. PhD

Email: schuang@uoguelph.ca

Telephone: (519) 824-4120 Ext. 58389

Office: MacDonald Institute (MINS), Room 133D

Teaching Assistant(s)

Name: TBA

Email: TBA

Learning Resources

Required Textbook

Title: Invitation to the Life Span

Author(s): Kathleen Stassen Berger & Susan S. Chuang

Edition / Year: 2nd Canadian edition, 2014

Publisher: Worth Publishers

ISBN: 978-1464141980

You may purchase the textbook at the [Guelph Campus Co-op Bookstore](https://guelphcampus.coop/bookstore) or the [University of Guelph Bookstore](http://www.bookstore.uoguelph.ca/). Please note that DE textbooks are located in the Distance Education section of the University of Guelph Bookstore.

<https://guelphcampus.coop/bookstore>

<http://www.bookstore.uoguelph.ca/>

Course Website

[CourseLink](https://courselink.uoguelph.ca/shared/login/login.html) (powered by D2L's Brightspace) is the course website and will act as your classroom. It is recommended that you log in to your course website every day to check for announcements, access course materials, and review the weekly schedule and assignment requirements.

<https://courselink.uoguelph.ca/shared/login/login.html>

Ares

For this course, you will be required to access course reserve materials through the University of Guelph McLaughlin Library. To access these items, select **Ares** on the navbar in CourseLink. Note that you will need your Central Login ID and password in order to access items on reserve.

For further instructions on accessing reserve resources, visit [How to Get Course Reserve Materials](#).

If at any point during the course you have difficulty accessing reserve materials, please contact the e-Learning Operations and Reserve Services staff at:

Tel: [519-824-4120 ext. 53621](tel:519-824-4120)

Email: libres2@uoguelph.ca

Location: McLaughlin Library, First Floor, University of Guelph

<http://www.lib.uoguelph.ca/find/find-type-resource/course-reserves-ares/how-get-course-reserve-material>

Learning Outcomes

Course Learning Outcomes

This course is designed to provide students with a greater understanding of human development across the life span from a cultural perspective. With a chronological approach, human development will focus on specific stages of life (prenatal, infancy, early childhood, school-age, adolescence, and young, middle, and late adulthood) and death. Various topical issues such as physical, cognitive, and socioemotional development will also be discussed.

By the end of this course, you should be able to:

1. Describe basic theoretical approaches to development from a cultural perspective;
2. Identify basic research methodologies and issues surrounding conducting research;
3. Describe developmental stages of growth and development across the life-span;
4. Identify developmental issues that affect parents, children, and extended family systems in varying multicultural and diverse societies; and
5. Recognize current developmental research, practices, and policies.

Teaching and Learning Activities

Course Structure

The course is organized into 11 units:

- Unit 01: Introduction to Human Development
- Unit 02: Understanding Research Methods
- Unit 03: Pre-Conception to Birth
- Unit 04: Infancy
- Unit 05: Early Childhood
- Unit 06: Middle Childhood
- Unit 07: Adolescence
- Unit 08: Adulthood – Part 1
- Unit 09: Adulthood – Part 2
- Unit 10: Late Adulthood
- Unit 11: Death and Dying

Schedule

Unit 01: Introduction to Human Development

Week 1 – Thursday, September 6 to Sunday, September 16

Readings

- Website: Unit 01 Content
- Textbook: Chapter 1 (pp. 1-33)

Activities

- Familiarize yourself with the course website by reviewing the **Start Here** section of the course.
- Review the **Outline** and **Assessments** sections on the course website to learn about course expectations, assessments, and due dates.

Assessments

- **Unit 01 Discussion**
Opens: Thursday, September 6 at 12:01 am ET
Closes: Sunday, September 16 at 11:59 pm ET
- **Quiz: Academic Integrity and Misconduct**
Opens: Thursday, September 6 at 12:01 am ET
Closes: Sunday, September 30 at 11:59 pm ET

Unit 02: Understanding Research Methods

Week 2 – Monday, September 17 to Sunday, September 23

Readings

- Website: Unit 02 Content
- Textbook: Chapter 1 (pp. 33-44)

Assessments

- **Unit 02 Discussion**
Opens: Monday, September 17 at 12:01 am ET
Closes: Sunday, September 23 at 11:59 pm ET
- **Quiz: Academic Integrity and Misconduct**
Opens: Thursday, September 6 at 12:01 am ET
Closes: Sunday, September 30 at 11:59 pm ET

Unit 03: Conception to Birth

Week 3 – Monday, September 24 to Sunday, September 30

Readings

- Website: Unit 03 Content
- Textbook: Chapter 2

Assessments

- **Unit 03 Discussion**
Opens: Monday, September 24 at 12:01 am ET
Closes: Sunday, September 30 at 11:59 pm ET
- **Quiz: Academic Integrity and Misconduct**
Opens: Thursday, September 6 at 12:01 am ET
Closes: Sunday, September 30 at 11:59 pm ET

Unit 04: First Two Years

Week 4 – Monday, October 1 to Sunday, October 7

Readings

- Website: Unit 04 Content
- Textbook: Chapters 3 and 4

Assessments

- **Unit 04 Discussion**
Opens: Monday, October 1 at 12:01 am ET
Closes: Sunday, October 7 at 11:59 pm ET

Unit 05: Early Childhood

Week 5 – Monday, October 8 to Sunday, October 14

Readings

- Website: Unit 05 Content
- Textbook: Chapters 5 and 6

Assessments

- **Unit 05 Discussion**
Opens: Monday, October 8 at 12:01 am ET
Closes: Sunday, October 14 at 11:59 pm ET

Unit 06: Middle Childhood

Week 6 – Monday, October 15 to Sunday, October 21

Readings

- Website: Unit 06 Content
- Textbook: Chapters 7 and 8

Assessments

- **Unit 06 Discussion**
Opens: Monday, October 15 at 12:01 am ET

Closes: Sunday, October 21 at 11:59 pm ET

Unit 07: Adolescence

Week 7 – Monday, October 22 to Sunday, October 28

Readings

- Website: Unit 07 Content
- Textbook: Chapters 9 and 10

Assessments

- **Unit 07 Discussion**
Opens: Monday, October 22 at 12:01 am ET
Closes: Sunday, October 28 at 11:59 pm ET
- **Quiz**
Opens: Thursday, October 25 at 12:00 am ET
Closes: Friday, October 26 at 11:59 pm ET

Unit 08: Adulthood – Part I

Week 8 – Monday, October 29 to Sunday, November 4 (*40th Class Day: Friday, November 2*)

Readings

- Website: Unit 08 Content
- Textbook: Chapters 11 and 12

Assessments

- **Unit 08 Discussion**
Opens: Monday, October 29 at 12:01 am ET
Closes: Sunday, November 4 at 11:59 pm ET

Unit 09: Adulthood – Part II

Week 9 – Monday, November 5 to Sunday, November 11

Readings

- Website: Unit 09 Content
- Textbook: Chapter 13

Assessments

- **Unit 09 Discussion**
Opens: Monday, November 5 at 12:01 am ET
Closes: Sunday, November 11 at 11:59 pm ET

Unit 10: Late Adulthood

Week 10 – Monday, November 12 to Sunday, November 18

Readings

- Website: Unit 10 Content
- Textbook: Chapter 14 and 15

Assessments

- **Unit 10 Discussion**
Opens: Monday, November 12 at 12:01 am ET
Closes: Sunday, November 18 at 11:59 pm ET

Unit 11: Death and Dying

Weeks 11 & 12 – Monday, November 19 to Friday, November 30

Readings

- Website: Unit 11 Content
- Textbook: Epilogue

Assessments

- **Unit 11 Discussion**
Opens: Monday, November 20 at 12:01 am ET
Closes: Sunday, November 25 at 11:59 pm ET
 - **Major Assignment**
Due: Tuesday, November 20 at 4:00 pm ET
-

Assessment

The grade determination for this course is indicated in the following table. A brief description of each assessment is provided below. Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details of each assessment. Due dates can be found under the Schedule heading of this outline.

Table 1: Course Assessment

Assessment Item	Weight
Online Quiz: Academic Misconduct	1%
Online Quiz	15%
Major Assignment – The Book of Knowledge	24%
Unit Discussions	15%
Final Exam	45%
Total	100%

Assessment Descriptions

Online Quiz: Academic Misconduct

There is one quiz which focuses on academic misconduct. There are a total of THREE attempts! Students will first attempt the quiz with their current knowledge of academic misconduct. Then students will read the section of academic misconduct from the undergraduate handbook (which is also attached in Announcements in Courselink). Students will have TWO more attempts at the quiz. The quiz will be open from Thursday, September 6 at 12:01 am ET to Sunday, September 30 at 11:59 pm ET. You will have 15 minutes to answer 7 questions. For this quiz, no accommodations will be granted.

The information about academic misconduct is located in the students' undergraduate handbook. It will also be placed in Announcements and Content in Courselink.

Online Quiz

There will be one online non-cumulative quiz of 60 questions on Chapters 1 to 8. The quiz will be available for 48 hours. Once begin the quiz, you will have 45 minutes to complete it. This is a CLOSED quiz which means no textbook or notes are to be used during the quiz and it must be completed individually with no assistance from others. For this quiz, if you need accommodations, please directly email the instructor.

Major Assignment – The Book of Knowledge

For the major assignment, you will have the opportunity to showcase what you have learned in the course by creating a Book of Knowledge based on the required textbook. You can create a physical project (e.g., a scrapbook) or a digital project using software of your choice. If the FINAL project is going to be submitted online, then it must be pdf'ed.

The text of the project MUST be in Word and placed in turnitin.com via Courselink. The folder is called, **Book of Knowledge FINAL**. Final projects that are not submitted in a Word document in this folder will receive **-1/24 per day** (project is out of 24).

Just to make sure that everything is OK and it is not similar to others' work, you can submit your document as many times as you want in the folder, **Project DRAFT**.

If you need assistance, please call Courselink (ext. 56939) and they can help you.

Once you are satisfied with your Word document, you can:

- (1) continue using your Word document and add pictures;
- (2) transfer the information to a physical scrapbook; or
- (3) transfer information to Powerpoint BUT it must then be pdf'ed to be submitted. You can also print this out and hand it in as a hard copy.

Options 1 and 3 can be uploaded in Dropbox, **Book of Knowledge FINAL** in Courselink. Option 2 will be handed in at the beginning of class.

See Instructions for the Book of Knowledge that will be posted in Announcements AND Content in Courselink.

Unit Discussions

You are required to participate in at least 10 unit discussions throughout the semester. The discussions are worth 15% of your overall grade and you will be given a maximum of 1.5% per unit discussion. The class will be sorted into groups for these discussions.

Final Exam

This course requires you to write a traditional sit-down final exam. Final exams are written on campus at the University of Guelph or at alternate locations for students at a distance. The final exam is **non-cumulative** (Chapters 9–15) and will consist of multiple choice questions.

It is assumed that all DE students will be writing their final examination on campus at the University of Guelph. University of Guelph degree and associate diploma students must check [WebAdvisor](#) for their examination schedule. Open Learning program students must check the [Open Learning Program Final Examination Schedule](#) for their examination schedule.

If you are studying at a distance, you can request to write your final exam at an alternate location. It is recommended that you make arrangements as early as possible in the semester since changes cannot be guaranteed after the deadline. Exam schedules for off-campus exams will be emailed by Week 9 of the course. For more information, please visit [Final Exams](#).

<https://webadvisor.uoguelph.ca/>

<http://opened.uoguelph.ca/student-resources/Open-Learning-Program-Final-Exam-Schedule>
<http://opened.uoguelph.ca/student-resources/final-exams>

Course Technologies and Technical Support

CourseLink System Requirements

You are responsible for ensuring that your computer system meets the necessary [system requirements](#). Use the [browser check](#) tool to ensure your browser settings are compatible and up to date. (Results will be displayed in a new browser window).

<http://spaces.uoguelph.ca/ed/system-requirements/>

<https://courselink.uoguelph.ca/d2l/systemCheck>

Technical Skills

As part of your online experience, you are expected to use a variety of technology as part of your learning:

- Manage files and folders on your computer (e.g., save, name, copy, backup, rename, delete, and check properties);
- Install software, security, and virus protection;
- Use office applications (e.g., Word, PowerPoint, Excel, or similar) to create documents;
- Be comfortable uploading and downloading saved files;
- Communicate using email (e.g., create, receive, reply, print, send, and download attachments);
- Navigate the CourseLink learning environment (the instructions for this are given in your course);
- Communicate using a discussion board (e.g., read, search, post, reply, follow threads) in the CourseLink website;
- Complete an online quiz using the **Quizzes** tool in the CourseLink website;
- Upload assignments using the **Dropbox** tool in the CourseLink website;
- Access, navigate, and search the Internet using a web browser (e.g., Firefox, Internet Explorer); and
- Perform online research using various search engines (e.g., Google) and library databases.

Course Technologies

CourseLink

Distance Education courses are offered entirely online using CourseLink (powered by D2L's Brightspace), the University of Guelph's online learning management system (LMS). By using

this service, you agree to comply with the [University of Guelph's Access and Privacy Guidelines](#). Please visit the D2L website to review the [Brightspace privacy statement](#) and [Brightspace Learning Environment web accessibility standards](#).

<http://www.uoguelph.ca/web/privacy/>

<https://www.d2l.com/legal/privacy/>

<https://www.d2l.com/accessibility/standards/>

Technical Support

If you need any assistance with the software tools or the CourseLink website, contact CourseLink Support.

CourseLink Support

University of Guelph

Day Hall, Room 211

Email: courselink@uoguelph.ca

Tel: 519-824-4120 ext. 56939

Toll-Free (CAN/USA): 1-866-275-1478

Walk-In Hours (Eastern Time):

Monday thru Friday: 8:30 am–4:30 pm

Phone/Email Hours (Eastern Time):

Monday thru Friday: 8:30 am–8:30 pm

Saturday: 10:00 am–4:00 pm

Sunday: 12:00 pm–6:00 pm

Course Specific Standard Statements

Acceptable Use

The University of Guelph has an [Acceptable Use Policy](#), which you are expected to adhere to.

<https://www.uoguelph.ca/ccs/infosec/aup>

Communicating with Your Instructor

During the course, your instructor will interact with you on various course matters on the course website using the following ways of communication:

- **Announcements:** The instructor will use **Announcements** on the Course Home page to provide you with course reminders and updates. Please check this section frequently for course updates from your instructor.
- **Direct email to the instructor:** If students have a question or an issue that is personal, please directly email the instructor (e.g., accommodations for the quiz).
- **Book of Knowledge Discussion:** If you have questions about the Book of Knowledge, read the Instructions. If the answer is not there, post your question.
- **Online Quizzes**
- **Final Exam**

- **Other Issues:** This is open to *all students so please feel free* to post additional questions here.
- **Study Buddies:** Please do not use the class listserv to find study partners. This is the place to request partners and then you arrange the meetings.

Please note that a TA will post the answer in 2 to 3 business days. Make sure that you are specific about your question/concern.

Netiquette Expectations

For distance education courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

Inappropriate online behaviour will not be tolerated. Examples of inappropriate online behaviour include:

- Posting inflammatory messages about your instructor or fellow students;
- Using obscene or offensive language online;
- Copying or presenting someone else's work as your own;
- Adapting information from the Internet without using proper citations or references;
- Buying or selling term papers or assignments;
- Posting or selling course materials to course notes websites;
- Having someone else complete your quiz or completing a quiz for/with another student;
- Stating false claims about lost quiz answers or other assignment submissions;
- Threatening or harassing a student or instructor online;
- Discriminating against fellow students, instructors, and/or TAs;
- Using the course website to promote profit-driven products or services;
- Attempting to compromise the security or functionality of the learning management system; and
- Sharing your username and password.

Submission of Assignments to Dropbox

The major assignment for this course must be submitted online (Word document) in Turnitin.com in the folder, Book of Knowledge, FINAL via the online **Dropbox** tool. If you then finalize the project in a hard copy, it can be dropped off at the Professor's office (MINS 133D) (check **Announcements** in CourseLink for more information). When submitting your assignments using the **Dropbox** tool, do not leave the page until your assignment has successfully uploaded. To verify that your submission was complete, you can view the submission history immediately after the upload to see which files uploaded successfully. The system will also email you a receipt. Save this email receipt as proof of submission.

Be sure to keep a back-up copy of all of your assignments in the event that they are lost in transition. In order to avoid any last-minute computer problems, your instructor strongly recommends you save your assignments to a cloud-based file storage (e.g., Google Docs), or send to your email account, so that should something happen to your computer, the assignment could still be submitted on time or re-submitted.

It is your responsibility to submit your assignments on time as specified in the schedule section of this outline. Be sure to check the technical requirements and make sure you have the proper computer, that you have a supported browser, and that you have reliable Internet access. Remember that **technical difficulty is not an excuse not to turn in your assignment on time**. Don't wait until the last minute as you may get behind in your work.

If, for some reason, you have a technical difficulty when submitting your assignment electronically, please contact your instructor or [CourseLink Support](#).

<http://spaces.uoguelph.ca/ed/contact-us/>

Late Policy

If you choose to submit your Major Assignment – The Book of Knowledge to the **Dropbox** tool late, the full allocated mark will be reduced by 4 out of 24 per day after the deadline for the submission of the assignment to a limit of six days at which time access to the **Dropbox** folder will be closed.

Extensions will be considered for medical reasons or other extenuating circumstances. If you require an extension, discuss this with the instructor as soon as possible and well before the due date. Barring exceptional circumstances, extensions will not be granted once the due date has passed. These rules are not designed to be arbitrary, nor are they inflexible. They are designed to keep you organized, to ensure that all students have the same amount of time to work on assignments, and to help to return marked materials to you in the shortest possible time.

Obtaining Grades and Feedback

Unofficial assessment marks will be available in the **Grades** tool of the course website.

Your instructor will have grades posted online within 2 weeks of the submission deadline, if the assignment was submitted on time. Once your assignments are marked you can view your grades on the course website by selecting **Grades** from the **Tools** dropdown menu on the navbar. Your course will remain open to you for seven days following the last day of the final exam period.

University of Guelph degree students can access their final grade by logging into [WebAdvisor](#) (using your U of G central ID). Open Learning program students should log in to the [OpenEd Student Portal](#) to view their final grade (using the same username and password you have been using for your courses).

<https://webadvisor.uoguelph.ca/>

<https://courses.opened.uoguelph.ca/portal/logon.do?method=load>

Rights and Responsibilities When Learning Online

For distance education (DE) courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

For more information on your rights and responsibilities when learning in the online environment, visit [Rights and Responsibilities](#).

<http://opened.uoguelph.ca/student-resources/rights-and-responsibilities>

University Standard Statements

University of Guelph: Undergraduate Policies

As a student of the University of Guelph, it is important for you to understand your rights and responsibilities and the academic rules and regulations that you must abide by.

If you are a registered **University of Guelph Degree Student**, consult the [Undergraduate Calendar](#) for the rules, regulations, curricula, programs and fees for current and previous academic years.

If you are an **Open Learning Program Student**, consult the [Open Learning Program Calendar](#) for information about University of Guelph administrative policies, procedures and services.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/>

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

Email Communication

University of Guelph Degree Students

As per university regulations, all students are required to check their uoguelph.ca e-mail account regularly: e-mail is the official route of communication between the University and its students.

Open Learning Program Students

Check your email account (the account you provided upon registration) regularly for important communications, as this is the primary conduit by which the Open Learning and Educational Support will notify you of events, deadlines, announcements or any other official information.

When You Cannot Meet Course Requirements

When you find yourself unable to meet an in-course requirement due to illness or compassionate reasons, please advise your course instructor **in writing**, with your name, ID number and email contact.

University of Guelph Degree Students

Consult the [Undergraduate Calendar](#) for information on regulations and procedures for Academic Consideration.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml>

Open Learning Program Students

Please refer to the [Open Learning Program Calendar](#) for information on regulations and procedures for requesting Academic Consideration.

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

Drop Date

University of Guelph Degree Students

The last date to drop one-semester courses, without academic penalty, is indicated on the Schedule section of this course outline. [Review the Undergraduate Calendar for regulations and procedures for Dropping Courses.](#)

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml>

Open Learning Program Students

Please refer to the [Open Learning Program Calendar](#).

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

Copies of Assignments

Keep paper and/or other reliable back-up copies of all assignments: you may be asked to resubmit work at any time.

Accessibility

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment.

University of Guelph Degree Students

Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact Accessibility Services as soon as possible.

For more information, contact Accessibility Services at 519-824-4120 ext. 56208, [email Accessibility Services](mailto:accessibility@uoguelph.ca) or visit the [Accessibility Services website](https://wellness.uoguelph.ca/accessibility/).

accessibility@uoguelph.ca

<https://wellness.uoguelph.ca/accessibility/>

Open Learning Program Students

If you are an Open Learning program student who requires academic accommodation, please [contact the Academic Assistant to the Director](#). Please ensure that you contact us before the end of the first week of your course (every semester) in order to avoid any delays in support. Documentation from a health professional is required for all academic accommodations. Please note that all information provided will be held in confidence.

If you require textbooks produced in an alternate format (e.g., DAISY, Braille, large print or eText), please [contact the Academic Assistant to the Director](#) at least two months prior to the course start date. If contact is not made within the suggested time frame, support may be delayed. It is recommended that you refer to the course outline before beginning your course in order to determine the required readings.

The provision of academic accommodation is a shared responsibility between OpenEd and the student requesting accommodation. It is recognized that academic accommodations are intended to “level the playing field” for students with disabilities.

jessica.martin@uoguelph.ca

Academic Misconduct

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their

location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The [Academic Misconduct Policy](#) is detailed in the Undergraduate Calendar.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml>

Copyright Notice

Content within this course is copyright protected. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course, or have been copied under an exception or limitation in Canadian Copyright law.

The fair dealing exemption in Canada's Copyright Act permits students to reproduce short excerpts from copyright-protected materials for purposes such as research, education, private study, criticism and review, with proper attribution. Any other copying, communicating, or distribution of any content provided in this course, except as permitted by law, may be an infringement of copyright if done without proper license or the consent of the copyright owner. Examples of infringing uses of copyrighted works would include uploading materials to a commercial third party web site, or making paper or electronic reproductions of all, or a substantial part, of works such as textbooks for commercial purposes.

Students who upload to CourseLink copyrighted materials such as book chapters, journal articles, or materials taken from the Internet, must ensure that they comply with Canadian Copyright law or with the terms of the University's electronic resource licenses.

For more information about students' rights and obligations with respect to copyrighted works, review [Fair Dealing Guidance for Students](#).

http://www.lib.uoguelph.ca/sites/default/files/fair_dealing_policy_0.pdf

Plagiarism Detection Software

Students should be aware that faculty have the right to use software to aid in the detection of plagiarism or copying and to examine students orally on submitted work. For students found guilty of academic misconduct, serious penalties, up to and including suspension or expulsion from the University can be imposed.

Recording of Materials

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate

or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.