



FRHD*2100 Development of Human Sexuality

Fall 2020

Section: DE01

Department of Family Relations and Applied Nutrition

Credit Weight: 0.50

Course Details

Calendar Description

This course covers a social scientific analysis of human sexuality. Emphasis will be placed on the development of sexuality within an interpersonal context.

Pre-Requisite(s): 4.50 credits

Co-Requisite(s): None

Restriction(s): This is a Priority Access Course. Some restrictions may apply during some time periods.

Method of Delivery: Online

Final Exam

Date: Saturday, December 12

Time: 7:00pm ET to 9:00pm ET

Location: Online via the **Quizzes** tool in CourseLink using Respondus LockDown Browser and Monitor

Instructional Support

Instructor

Dr. Tuuli Kukkonen

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Teaching Assistant(s)

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Learning Resources

Required Textbook

Title: Human Sexuality in a World of Diversity

Author(s): Rathus, S.A., Nevid, J. S., Fichner-Rathus, L., Herold, E. S., McKay, A., & Milhausen, R.

Edition / Year: 6th Canadian Edition / 2019

Publisher: Pearson Education Canada

ISBN: 9780135166369

NOTE: The textbook for this course is offered in an online format, with many excellent resources (i.e., extra quiz questions and flashcards to test your knowledge, an audiobook version). All exam and quiz questions will be based on this new, much revised, version of the textbook. For this reason, the 6th edition of the textbook is highly recommended. There will also be a copy of this book on reserve at the library.

Once you purchase and access the book online, you can purchase a paper copy of the book for an extra \$20 (highly recommended). Many students find a paper copy helpful for studying and also keep it for years to come as a resource.

You may purchase the textbook at the [Guelph Campus Co-op Bookstore](#) or the [University of Guelph Bookstore](#). Please note that DE textbooks are located in the Distance Education section of the University of Guelph Bookstore.

<https://bookstore.coop/>

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

Follow these steps to access the textbook online (the course code is in the link below in step 1).

1. Go to <https://console.pearson.com/enrollment/jbn7nk>

2. Sign in to your Pearson Account or create one.
3. Redeem your access code purchased from the bookstore or purchase instant access online from Pearson directly here. (Temporary access option for financial aid is also available.)
4. You will be provided with the option at this point to purchase a loose-leaf copy for \$39.99 including delivery. You can choose to purchase it now or at a later time (instructions are located in your REVEL confirmation email).

Watch a close captioned video on [How to Log in to Revel for Students](#) (YouTube, 2:26 min).

<https://youtu.be/pavN9npktBI>

Course Website

[CourseLink](#) (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

Email: libres2@uoguelph.ca

Location: McLaughlin Library, First Floor, University of Guelph

<https://v2.lib.uoguelph.ca/find/course-reserves-ares/how-get-course-reserve-material>

Learning Outcomes

Course Learning Outcomes

This course is concerned with one of the core aspects of our lives and of our development: human sexuality. This course provides an interdisciplinary introduction to the study of human sexuality. You will examine human sexuality from historical, cultural, developmental, behavioural, physiological, psychological, sociological, and relational perspectives. Perhaps most importantly, this course will allow you to reflect upon your own experiences, development, background, and value stances with regard to sexuality.

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

1. Examine the field of human sexuality, specifically the following topics: sexual science research methods, sexuality across the lifespan; relationships and communication, gender identity and sexual orientation, sexual attraction and love, sexual behaviours, anatomy and physiology, sexual pleasure and sexual problems, sexual coercion, harassment, aggression and abuse, contraception, STI's, HIV and AIDS, sexual variations, sex therapy, and the commercialization of sex; recognizing the implications of course content and putting it into a broader context;
2. Analyze issues related to human sexuality, comprehending the variety of political, religious, cultural, biological, social, and historical forces that shape sexuality;
3. Describe the historical development of the field of human sexuality, including the changes in research, perspective and knowledge that have occurred over time;
4. Critically evaluate methodologies used in sexuality research;
5. Establish independence of thought, and the ability to challenge accepted truths about human sexuality and think critically about sexuality as it appears in research and the media;
6. Review the personal and practical implications of course content; becoming informed about issues related to sexuality that will aid in the development of an intelligent, responsible, and fulfilling sexual life;
7. Engage in more critical self-reflection related to aspects of sexuality;
8. Organize your thoughts and ideas about sexuality topics and practice communicating about these with others (i.e., online in discussion); and
9. Describe language used in the media, common public discourse, and research related to sexuality, gender, and sexual orientation and use language that is inclusive and respectful.

Teaching and Learning Activities

Method of Learning

This course is taught from a learner-centered perspective which emphasizes the exploration of meaning and knowledge through personal and interpersonal discovery. This means the course experience will be different for every one of you, as you bring to the content your own beliefs, values, and experiences. We hope as you learn the content, you will explore what each topic means to you, and the assignments and online discussions will bring you to a deeper level of understanding about course content and your personal attitudes.

The course material will address a variety of topics in sexuality, therefore, be prepared some topics may challenge your beliefs systems and may create discomfort, whereas other topics may resonate and give voice to your experiences and worldview. You are highly encouraged to engage with the course material using critical self-reflection. If for whatever reason the course material creates emotional distress, you are highly encouraged to seek support from appropriate services.

This course will use a modular approach, where you will be exposed to, and learn, health and wellness content on a weekly basis by progressing through the course units. The units include activities, videos, and thought-provoking questions to stimulate your learning related to the unit content. Go through each unit, stay on schedule, and engage with the material to maximize your learning and your success in the course.

Course Structure

This course is divided into 12 distinct units covering a range of different topics pertaining to the development of human sexuality. They include:

- Unit 01: Introduction to human sexuality
- Unit 02: Theory and sexual science research methods
- Unit 03: Sexuality across the lifespan and sexual health education
- Unit 04: Sexual identities
- Unit 05: Gender
- Unit 06: Attraction, love, and relationships
- Unit 07: Sexual fantasies, behaviours, and variations
- Unit 08: Anatomy
- Unit 09: Sexual arousal and response and sexual problems
- Unit 10: Contraception and STIs
- Unit 11: Sexual coercion
- Unit 12: Commercialization of sex

What to Expect for Each Unit

The online material for each unit has been designed to guide you through the textbook reading as well as to enrich your learning with current knowledge from research and media. Be aware, however, that not all of the assigned chapter readings will reappear in the online material. Likewise, there will be some vital information in the unit online material that will not be covered in the textbook. **To get the most out of the course, read the online unit content first, and then do the readings for the assigned chapters. The unit content provides additional guidance and focal points for your reading of the textbook.**

Each unit is made up of two to three major topic sections. The typical structure of each unit will be comprised of several sections, including Unit Introduction and Learning Outcomes & Unit Topics.

Unit Introduction and Learning Outcomes

You should begin every unit by reading this section. The introduction sets the stage for the unit and the outcomes will help guide your efforts as you work your way through the unit. In addition, this section contains an interactive activity, **Did You Know?**, that aims to get you thinking about some of the interesting facts about sexuality concepts you will learn through the unit. This questions are not graded, but are to get you primed to learn the unit content. Extra sources are included, you are encouraged to visit these and learn more about the concepts. The references are located just below the activity. Click the "*Check Out Primary Sources*" interactive "collapsible" button below to access the specific resources cited in the activity.

Unit Topics

Review the commentary and activities on the key issues in each topic of the unit to guide you through the reading of the assigned chapters in the textbook. Each topic is broken down into six (6) activities:

1. **Sexuality in Media** provides links to podcasts, articles, or videos on topics related to the unit content. These elements bring the course content to life and solidify your learning. They are also used as discussion topics for the weeks we have graded discussions.

2. **Topic Commentary** that sets the parameters for you to examine the topic at hand. In this activity, your instructor provides a helpful annotation to your reading of the assigned chapters. Think of this section as your study guide, helping you discover concepts, learn the latest research, and learn Canadian specific context that can provide a framework for the readings. This material is testable, along with the textbook content. Add the content from these commentaries to your study notes.
3. **Things to Know** lists key terms and concepts critical to your understanding of the topic and related sexuality research. Some of these key concepts are discussed in the textbook and can be used as useful guideposts in your reading. Add these concepts to your study notes.
4. **Focus Questions** aim to help you check your understanding of the textbook chapters and deepen your knowledge of issues and concepts discussed in the textbook. If you can answer these questions, it is good preparation for the midterm and final.
5. **Research Spotlight** presents you with current sexuality research or theoretical perspective pertaining to the topic at hand. These spotlights give you the opportunity to learn a little more about how sexuality research is conducted, and to critically analyze sex research methods and results. Most of the research highlights Canadian faculty and students! Note, these activities are not graded but we encourage you engage in them in any case. They will bring the textbook content to life!
6. **Main Takeaways:** This section reviews the main ideas and key takeaway points of the topic.

Schedule

It is strongly recommended that you follow the course schedule provided below. The schedule outlines what you should be working on each week of the course and lists the important due dates for the assessments. By following the schedule, you will be better prepared to complete the assessments and succeed in this course.

Unit 01: Introduction to Human Sexuality

Week 1 - Thursday, September 10 to Sunday, September 20

Readings

- Textbook: Chapter 1
- Website: Unit 01

Activities

- Familiarize yourself with the course website by selecting **Start Here** on the navbar.
- Review **Outline** and **Assessments** on the course website to learn about course expectations, assessments, and due dates.
- Take **Practice Test** using Respondus Lockdown Browser & Monitor
- Participate in **Week 1 Discussion: Introductions** (Not Graded but Mandatory)
Opens: Monday, September 14 at 12:01 am ET
Closes: Sunday, September 20 at 11:59 pm ET

- Complete all the activities given in Unit 01, including Sexuality in Media and Research Spotlight.
- Create your Chapter 1 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- No graded assessments this week.

Unit 02: Theory and Sexual Science Research Methods

Week 2 - Monday, September 21 to Sunday, September 27

Readings

- Textbook: Chapter 2
- Website: Unit 02

Activities

- Complete all the activities given in Unit 02, including Sexuality in Media and Research Spotlight.
- Create your Chapter 2 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- No graded assessments this week.

Unit 03: Sexuality Across the Lifespan and Sexual Health Education

Week 3 – Monday, September 28 to Sunday, October 4

Readings

- Textbook: Chapters 12 and 15
- Website: Unit 03

Activities

- Complete all the activities given in Unit 03, including Sexuality in Media and Research Spotlight.
- Create your Chapter 12 and 15 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- Participate in **Week 3 Discussion (Graded)**
Opens: Monday, September 28 at 12:01 am ET
Closes: Sunday, October 4 at 11:59 pm ET

Unit 04: Sexual Identities

Week 4 – Monday, October 5 to Sunday, October 11

Readings

- Textbook: Chapter 9
- Website: Unit 04

Activities

- Complete all the activities given in Unit 04, including Sexuality in Media and Research Spotlight.
- Create your Chapter 9 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary.

Assessments

- No graded assessments this week.

Unit 05: Gender

Week 5 – Monday, October 12 to Sunday, October 18

Readings

- Textbook: Chapter 5
- Website: Unit 05

Activities

- Complete all the activities given in Unit 05, including Sexuality in Media and Research Spotlight.
- Create your Chapter 5 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- No graded assessments this week.

Unit 06: Attraction, Love, and Relationships

Week 6 – Monday, October 19 to Sunday, October 25

Readings

- Textbook: Chapters 6 and 7
- Website: Unit 06

Activities

- Complete all the activities given in Unit 06, including Sexuality in Media and Research Spotlight.

- Create your Chapter 6 and 7 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary.

Assessments

- Participate in **Week 6 Discussion (Graded)**
Opens: Monday, October 19 at 12:01 am ET
Closes: Sunday, October 25 at 11:59 pm ET

Unit 07: Sexual Fantasies, Behaviours, and Variations

Week 7 – Monday, October 26 to Sunday, November 1

Readings

- Textbook: Chapters 8 and 16
- Website: Unit 07

Activities

- Complete all the activities given in Unit 07, including Sexuality in Media and Research Spotlight.
- Create your Chapter 8 and 16 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- Take **Midterm Exam** (via the **Quizzes** tool using **Respondus Lockdown Browser & Monitor**)
You have 90 minutes but may start any time after 12:00 pm and must finish before 04:00 pm.
Opens: Monday, October 26 at 12:00 pm ET
Closes: Monday, October 26 at 04:00 pm ET

Unit 08: Anatomy

Week 8 – Monday, November 2 to Sunday, November 8

Readings

- Textbook: Chapter 3
- Website: Unit 08

Activities

- Complete all the activities given in Unit 08, including Sexuality in Media and Research Spotlight.
- Create your Chapter 3 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary.

Assessments

- No graded assessments this week.

Unit 09: Sexual Arousal and Response and Sexual Problems

Week 9 – Monday, November 9 to Sunday, November 15

Readings

- Textbook: Chapters 4 and 13
- Website: Unit 09

Activities

- Complete all the activities given in Unit 09, including Sexuality in Media and Research Spotlight.
- Create your Chapter 4 and 13 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- Participate in **Week 9 Discussion (Graded)**
Opens: Monday, November 9 at 12:01 am ET
Closes: Sunday, November 15 at 11:59 pm ET

Unit 10: Contraception and STIs

Week 10 – Monday, November 16 to Sunday, November 22

Readings

- Textbook: Chapters 11 and 14
- Website: Unit 10

Activities

- Complete all the activities given in Unit 10, including Sexuality in Media and Research Spotlight.
- Create your Chapter 11 and 14 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- Submit **Reflection**
Due: Sunday, November 22 at 11:59 pm ET

Unit 11: Sexual Coercion

Week 11 – Monday, November 23 to Sunday, November 29

Readings

- Textbook: Chapter 17
- Website: Unit 11

Activities

- Complete all the activities given in Unit 11, including Sexuality in Media and Research Spotlight.
- Create your Chapter 17 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- No graded assessments this week.

Unit 12: Commercialization of Sex

Week 12 – Monday, November 30 to Friday, December 4

Readings

- Textbook: Chapter 18
- Website: Unit 12

Activities

- Complete all the activities given in Unit 12, including Sexuality in Media and Research Spotlight.
- Create your Chapter 18 study notes, using Things to Know and Focus Questions as a guideline and adding info from Topic Commentary

Assessments

- Participate in **Week 12 Discussion (Graded)**
 Opens: Monday, November 30 at 12:01 am ET
 Closes: Friday, December 4 at 11:59 pm ET

Assessments

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 Assessments

Assessment Item	Weight	Learning Outcomes
Online Discussions (4x5%)	20%	2, 4, 5, 8, 9
Reflection	15%	2, 5, 6, 7, 9
Online Midterm Examination	30%	1, 3, 4,
Online Final Examination	35%	1, 3, 4

Assessment Item	Weight	Learning Outcomes
Total	100%	

Assessment Descriptions

Online Discussions

A key component of this course is the online discussions. These enable you to stay connected to course material and to create a supportive learning community with your classmates. The collaborative nature of online discussions enables you to learn from each other and to consolidate your own course-specific knowledge.

There will be FIVE (5) online discussions on sexuality-related topics. Week 1 Discussion is an ungraded discussion for group introductions and setting ground rules for online discussions. Your contributions and participation will be graded in the other FOUR (4) discussions. You will be assessed on the timeliness of your responses, as well as the depth and breadth of answer(s) and how well you incorporate the course material and other strong resources (**peer-reviewed journal articles in particular**) with the discussion topics.

The questions for each discussion are posted to respective discussion forums (select **Discussions** from the **Tools** dropdown menu in the navbar).

- Week 1 Discussion: Welcome, introduction, goal setting, sharing interests for the course (not graded)
- Week 3 Discussion: Sexuality across the lifespan and sexual education
- Week 6 Discussion: Attraction, love, and relationships
- Week 9 Discussion: Sexual arousal and response
- Week 12 Discussion: Commercialization of sex

Reflection

This assessment aims to give you an opportunity to reflect on your personal reactions to experiences over the semester and consider implications for their attitudes and/or behaviours related to human sexuality. To keep a "pulse" on your own learning as the semester unfolds, you will be asked to write one (1) reflective statement at the end of the course. This assessment ultimately will help you become conscious of what you hoped to accomplish in this course, as well as help you to think back to how well you are or are not meeting your goals. You can read more about these reflections under **Assessments** on Courouselink. Be sure to follow the detailed instructions about content and format so that you can maximize your grade for this component of the course.

Online Midterm Examination

In Week 7, you will be required to take an online midterm exam. It will consist of different types of questions that cover **Units 01** through **06**. The questions themselves will require you to have a firm understanding of the unit concepts and the application of these learned concepts. The exam will consist of 60 multiple-choice questions; each question is worth 1 point.

The midterm exam will be delivered online via the **Quizzes** tool (select **Quizzes** from the **Tools** dropdown menu) and use the **Respondus Lockdown Browser and Monitor**. No resources (e.g., books, papers, notebooks, etc.) are allowed during the exam unless specifically permitted by the instructor. You must [download and install LockDown Browser and Monitor](#) to complete the practice test and final exam. While writing the practice test and final exam, you must show your university-issued identification card during the Respondus Startup Sequence.

The midterm is 90 minutes in length. You will only have **one** attempt for the midterm, and this one attempt will be automatically timed by the CourseLink system. The midterm exam will be available on **Monday of Week 7 from 12:00 pm to 4:00 pm ET**. You can start the midterm at any point during this window of time but will only have 90 minutes to complete it. It is highly recommended that you **start the midterm 20-30 minutes before the end of the window of time** to allow enough time for you to go through the Startup Sequence. For example, if you start the midterm exam at 3:20 pm ET, you will not have sufficient time to go through the Startup Sequence and start the midterm.

Similar to a sit-down exam where you must arrive prior to the start of the exam, it is highly recommended that you enter the online exam environment in Respondus at least 20-30 minutes before the end of the available window to allow enough time for you to complete the Respondus Startup Sequence and ensure that you have the full time for your midterm.

Please be sure to review the Using Respondus Lockdown Browser and Monitor instructions by selecting **Content** on the navbar to locate **Assessments** in the table of contents panel.

Important Note: There is a mandatory practice test that you are required to take before the online midterm. The purpose of the practice test is to ensure that Respondus LockDown Browser and Monitor is set up properly and that you are comfortable using the software.

If you have any questions regarding the use of Respondus Lockdown Browser and Monitor, or if you encounter any technical issues during the practice test or midterm, please contact CourseLink Support at courselink@uoguelph.ca or 519-824-4120 ext. 56939.

<http://www.respondus.com/lockdown/download.php?id=273932365>

Online Final Examination

This course requires the use of Respondus LockDown Browser and Monitor (webcam) to proctor your online final exam within CourseLink. Use of Lockdown Browser with a webcam has been implemented to maintain the academic integrity of the final exam. You must [download and install LockDown Browser and Monitor](#) to complete the practice test and final exam. While writing the practice test and final exam, you must show your university-issued identification card during the Respondus Startup Sequence.

At the end of the semester, you will be required to take an online final exam. It will consist of multiple-choice questions that cover **Unit 07** through **Unit 12**. The questions themselves will require you to have a firm understanding of the unit concepts and the application of these learned concepts. The exam will consist of 80 multiple-choice questions; each question is worth 1 point.

The final exam will be delivered online via the **Quizzes** tool. The exam is 2 hours in length and will be held on **Saturday, December 12**. To accommodate students who may be located in various time zones, the exam will be available beginning at **7:00pm to 8:00pm** Eastern Time (ET). You can enter the exam at any point during this window of time but will only have 2 hours to complete it from when you start writing. For example, if you start writing the exam by 7:30 pm,

you will have until 9:30 pm to complete it. After 8:00 pm ET you will no longer be able to enter the exam environment.

Similar to a sit-down exam where you must arrive prior to the start of the exam, it is highly recommended that you enter the online exam environment in Respondus at least 20-30 minutes before the end of the available window to allow enough time for you to complete the Respondus Startup Sequence and ensure that you have the full two hours for the exam.

Please be sure to review the Using Respondus Lockdown Browser and Monitor instructions by selecting **Content** on the navbar to locate **Assessments** in the table of contents panel.

Important Note: There is a mandatory practice test that you are required to take before the online exam. The purpose of the practice test is to ensure that Respondus LockDown Browser and Monitor is set up properly and that you are comfortable using the software.

If you have any questions regarding the use of Respondus Lockdown Browser and Monitor, or if you encounter any technical issues during the practice test or final exam, please contact CourseLink Support at courselink@uoguelph.ca or 519-824-4120 ext. 56939.

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.

<http://www.respondus.com/lockdown/download.php?id=273932365>

<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 Technology Requirements 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>

Respondus LockDown Browser and Monitor System Requirements

Respondus LockDown Browser is a locked browser for taking quizzes in CourseLink. It prevents you from printing and copying; using other operating software; using search engines (e.g., going to another URL); communicating via instant messaging; and it blocks non-web-related software (e.g., Adobe PDF, Microsoft Word).

Respondus Monitor is a companion application for LockDown Browser that uses webcam and video technology to ensure academic integrity during online exams. The software captures video during the exam and allows the instructor to review the video once the exam is completed.

In order to use Respondus LockDown Browser and Monitor, you must meet the following technical requirements so that you can take the practice test, midterm and final exam:

- Operating Systems: Windows 10, 8, 7; Mac OS X 10.10 or higher.
- Memory: Windows 2 GB RAM; Mac 512 MB RAM.
- For Mac users: Safari must function properly on the computer.
- Mac users must have Adobe Flash Player installed to Safari, even if a different browser is normally used.
- Functioning webcam and microphone. The webcam and microphone can be built into your computer or can be the type that plugs in with a USB cable. (You will be required to do an environment scan of your room, so please ensure you can move your computer, laptop or webcam for this scan.)
- A broadband Internet connection. It is recommended that you access the Internet via a wired connection.

If you have any concerns about meeting system requirements, contact [CourseLink Support](#). They will work with you to find alternative solutions or make alternative arrangements.

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

Zoom System Requirements

This course uses **Zoom** as a video communication tool. A Webcam, a microphone to record video, and headphones/speakers to play back the recording are also needed. In order to use Zoom, you must meet the following technical requirements:

1. An internet connection – broadband wired or wireless (3G or 4G/LTE)
2. Speakers and a microphone – built-in or USB plug-in or wireless Bluetooth
3. A webcam or HD webcam - built-in or USB plug-in

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 the 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, download, and open attachments);
- Navigate the CourseLink learning environment and use the essential tools, such as **Dropbox**, **Quizzes**, **Discussions**, and **Grades** (the instructions for this are given in your course);

- 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.

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.
- **Ask Your Instructor Discussion:** Use this discussion forum to ask questions of your instructor about the content or course-related issues with which you are unfamiliar. If you encounter difficulties, the instructor is here to help you. Please post general course-related questions to the discussion forum so that all students have an opportunity to review the response. To access this discussion forum, select **Discussions** from the **Tools** dropdown menu.
- **Email:** If you have a conflict that prevents you from completing course requirements, or have a question concerning a personal matter, you can send your instructor a private message by email. The instructor will respond to your email within 48 to 72 hours.

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;
- Sharing your username and password; and
- Recording lectures without the permission of the instructor.

Submission of Assignments to Dropbox

All individual written assignments for this course should be submitted electronically via the online **Dropbox** tool. 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 cloud-based file storage (e.g., OneDrive), or send it 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 on the Schedule. 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

The individual written assessments will be accepted up to one week following the due date and with a penalty of 10% (e.g., 78%-10% = 68%). So, if you think you can earn a better grade by taking some extra time, do it. You don't need to email the instructor or your TA. Submit your assessments to the **Dropbox** tool.

Assignments submitted within one and two weeks after the deadline will have a 25% late penalty. Assignments submitted more than two weeks after the deadline will not be accepted. Assignments cannot be accepted after the last day of the semester (in the exam period).

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 would have grades posted online within two 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>

Storage and Retention of Exam Videos

Only authorized University of Guelph faculty or staff will have access to the video of your exam. Videos will be retained for a period of one year following the completion of the course.

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

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.

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

Students will have until the last day of classes to drop courses without academic penalty. [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](#) or visit the [Accessibility Services website](#).

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.

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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.

Disclaimer

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings and academic schedules. Any such changes will be announced via CourseLink and/or class email. All University-wide decisions will be posted on the [COVID-19 website](#) and circulated by email.

<https://news.uoguelph.ca/2019-novel-coronavirus-information/>

Illness

The University will not require verification of illness (doctor's notes) for the Fall 2020 or Winter 2021 semesters.