



# FRHD\*1010 Human Development

Winter 2024

Section: DE 01

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:** Distance Education (asynchronous online)

### Final Exam

There is no final exam in this course.

### COVID-19 Safety Protocols

For information on current safety protocols, follow these links:

- [How U of G Is Preparing for Your Safe Return](#)
- [Guidelines to Safely Navigate U of G Spaces](#)

Note that these guidelines may be updated as required in response to evolving University, Public Health, or government directives.

---

# Instructional Support

## Instructor

**Dr. Susan Chuang, PhD**

Email: [schuang@uoguelph.ca](mailto:schuang@uoguelph.ca)

**Office Hours via Zoom:** Students may request an individual zoom meeting with Dr. Chuang. Send an email to arrange a time and date. See also **Communicating with Your Instructor**.

## Teaching Assistant(s)

**Groups 1 - 2**

Name: TBD

Email: TBD

**Groups 3 - 4**

Name: TBD

Email: TBD

**Groups 5 - 6**

Name: TBD

Email: TBD

---

# Learning Resources

## Required Textbook

**Title:** Essentials of Lifespan Development

**Author(s):** Santrock, Mondloch, Chuang, and MacKenzie-Thompson

**Edition / Year:** 2<sup>nd</sup> Canadian edition, 2023

**Publisher:** McGraw-Hill Ryerson Limited

Print with Connect

**ISBN** 9781265064068

Ebook with Connect

**ISBN** 9781264985395

Note. This textbook with Connect is the **ONLY** required 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.

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

<http://www.bookstore.coop/>

## Course Materials

This course requires the use or purchase of **CONNECT** to complete the course activities and/or assessments. It is your responsibility to ensure that you have all of the required materials for the course.

## 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 may 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 this course, two textbooks will be placed on a 2-hour reserve at the library.

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](mailto:libres2@uoguelph.ca)

Location: McLaughlin Library, First Floor, University of Guelph

<https://www.lib.uoguelph.ca/find/course-reserves-ares>

---

## 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, childhood, adolescence, 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 lifespan;
  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: Biological Beginnings
  - Unit 04: Infancy
  - Unit 05: Childhood
  - Unit 06: Adolescence – Part 1
  - Unit 07: Adolescence – Part 2
  - Unit 08: Early Adulthood – Part 1
  - Unit 09: Early Adulthood – Part 2
  - Unit 10: Middle and Late Adulthood
  - Unit 11: Death, Dying and Grieving
- 

## 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 Development**

#### **Week 1 – Thursday, January 8 to Sunday, January 14**

##### **Readings**

- Website: Unit 01
- Textbook: Chapter 1 (pp. 1 - 27; up to Research in Lifespan Development)

##### **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.
- Complete the **Respondus** Practice Test

## Unit 02: Understanding Research Methods

**Week 2 – Monday, January 15 to Sunday, January 21**

### Readings

- Website: Unit 02
- Textbook: Chapter 1 (pp. 27 - end of chapter)

## Unit 03: Conception to Biological Beginnings

**Week 3 – Monday, January 22 to Sunday, January 28**

### Readings

- Website: Unit 03
- Textbook: Chapter 2

## Unit 04: Infancy

**Week 4 – Monday, January 29 to Sunday, February 4**

### Readings

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

### Assessments

- **Ways of Life 1** (Chapters 2 – 4)  
DUE: Sunday, February 4, at 11:59 pm EST
- **Connect – QUEST Simulation & Quiz**
  - **Gabi, 9 months old**  
Opens: Thursday, January 8 at 12:01 am ET  
Closes: Sunday, February 4, at 11:59 pm ET

## Unit 05: Childhood

**Week 5 – Monday, February 5 to Sunday, February 11**

### Readings

- Website: Unit 05

- Textbook: Chapters 5 and 6

### Assessments

- **Connect – QUEST Simulations & Quizzes**
  - **Zoe, 3 years old**
  - **Oliver, 5 years old**
    - Opens: Thursday, January 8 at 12:01 am ET
    - Closes: Sunday, February 11 at 11:59 pm ET

## Unit 06: Adolescence – Part 1

### Week 6 – Monday, February 12 to Friday, February 16

#### Readings

- Website: Unit 06
- Textbook: Chapter 7

#### Assessments

- **Ways of Life 2** (Chapters 5 – 6)
  - DUE: Thursday, February 15 at 11:59 pm ET

- **Test 1 (Chapters 1 – 6)**

Opens: Friday, February 16 at 2:00 pm ET

Closes: Friday, February 16 at 4:00 pm ET

*Note.* You must start the test between the window of time. See **Online Tests** in the **Assessment Descriptions** for more details.

### Winter Break – Monday, February 19 to Sunday, February 25

## Unit 07: Adolescence – Part 2

### Week 7 – Monday, February 26 to Sunday, March 3

#### Readings

- Website: Unit 07
- Textbook: Chapter 8

#### Assessments

- **Connect – QUEST Simulations & Quizzes**
  - **Rohan, 13 years old**
  - **Kate, 17 years old**
    - Opens: Thursday, January 8 at 12:01 am ET
    - Closes: Sunday, March 3 at 11:59 pm ET

## Unit 08: Early Adulthood – Part 1

### Week 8 – Monday, March 4 to Sunday, March 10

#### Readings

- Website: Unit 08
- Textbook: Chapter 9

### **Assessments**

- **Ways of Life 3** (Chapters 7 – 8)  
DUE: Sunday, March 10 at 11:59 pm ET
- **Connect – QUEST Simulation & Quiz**
  - **Martinez, 22 years old**  
Opens: Thursday, January 8 at 12:01 am ET  
Closes: Sunday, March 10 at 11:59 pm ET

## **Unit 09: Early Adulthood – Part 2**

**Week 9 – Monday, March 11 to Sunday, March 17**

### **Readings**

- Website: Unit 09
- Textbook: Chapter 10

## **Unit 10: Middle and Late Adulthood**

**Week 10 – Monday, March 18 to Sunday, March 24**

### **Readings**

- Website: Unit 10
- Textbook: Chapters 11 and 12

### **Assessments**

- **Ways of Life 4** (Chapters 9 – 10)  
DUE: Sunday, March 24 at 11:59 pm ET
- **Top 10**  
DUE: Sunday, March 24 at 11:59 pm ET
- **Connect – QUEST Simulation & Quiz**
  - **Harvey, 59 years old**  
Opens: Thursday, January 8 at 12:01 am ET  
Closes: Sunday, March 24 at 11:59 pm ET

## **Unit 11: Death, Dying, and Grieving**

**Weeks 11 & 12 – Monday, March 25 to Monday, April 8**

### **Readings**

- Website: Unit 11
- Textbook: Chapter 13

## Assessments

- **Test 2 (Chapters 7 – 12)**

Opens: Wednesday, April 3 at 2:00 pm ET

Closes: Wednesday, April 3 at 4:00 pm ET

*Note.* You must start the test between the window of time. See **Online Tests** in the **Assessment Descriptions** for more details.

---

## 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**

| <b>Assessment Item</b>   | <b>Weight</b> |
|--|---------------|
| Online Tests (2) <ul style="list-style-type: none"><li>• Online Test 1 (20%)</li><li>• Online Test 2 (35%)</li></ul> | 55%           |
| The Ways of Life Assignment (4 parts)  | 24%           |
| Top 10   | 11%           |
| Quests & Quizzes: Best of 10   | 10%           |
| <b>Total</b>   | <b>100%</b>   |

## Assessment Descriptions

### Online Tests

There will be two online non-cumulative tests with randomized questions from each chapter. The tests are **closed** book which means no textbook or notes are to be used during the quiz and it must be completed individually with no assistance from others. You will have a two (2) hour window of time on ONE day, to take the test. You will have one attempt to complete each test.



*Note.* When taking the test, you will **only be able to move forward** through pages. You will not be allowed to return to previous pages.

- Online Test 1 (20%): Units 01 – 05 and Chapters 1 – 6, 60 questions (10 randomized questions/chapter); 50 minutes
- Online Test 2 (35%): Units 06 to 10 and Chapters 7 – 12, 90 questions (15 randomized questions/chapter); 75 minutes (to be confirmed)

For these tests, if you would like to request accommodations, please directly email the instructor.

This course requires the use of Respondus LockDown Browser (no webcam) to proctor your online tests within CourseLink. Use of Lockdown Browser has been implemented to maintain the academic integrity of the tests. You must [download and install LockDown Browser](#) to complete the practice test and test.

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 allotted for the test.

Please be sure to review the Using Respondus Lockdown Browser 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 tests. The purpose of the practice test is to ensure that Respondus LockDown Browser is set up properly and that you are comfortable using the software.

If you have any questions regarding the use of Respondus Lockdown Browser or if you encounter any technical issues during the practice test or tests, please contact CourseLink Support at [courselink@uoguelph.ca](mailto:courselink@uoguelph.ca) or 519-824-4120 ext. 56939.

### **The Ways of Life Assignment: 4 Parts**

For this major assignment, you will have the opportunity to showcase what you have learned in the course by creating the Ways of Life Assignment that is based on the required textbook. See the **Assessments** page in CourseLink for details.

Please refer to the outline **Schedule** for the assignment due date.

You will create a digital project using software of your choice **but must be in PDF format** when submitting the assignment. Please note that the maximum file size which may be uploaded to Dropbox is 40MB. When assignments are uploaded, they will go through “Turnitin” which will check the originality of your work compared to your peers and past students. Your work will also be checked with published works and online materials.

### **Connect Simulations & Quizzes**

**When you register into the McGraw Hill Connect, you MUST use your uoguelph email.** You are required to participate in **SEVEN** Connect simulations and matching quizzes throughout the semester. There are 14 simulations and quizzes, worth 1% each. The best 10 of 14 will be counted.

See below for the list of simulation characters:

**Table 2: Learning Activities Schedule**

| <b>Unit</b> | <b>Characters</b>                        |
|-------------|--|
| 04          | Gabi, 9 month old                        |
| 05          | Zoe, 3 years old<br>Oliver, 5 years old  |
| 07          | Rohn, 13 years old<br>Kate, 17 years old |
| 08          | Martinez, 22 years old                   |
| 11          | Harvey, 59 years old                     |

---

## 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).

<https://opened.uoguelph.ca/student-resources/system-and-software-requirements>

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

### Respondus LockDown Browser (no webcam) Requirements

Respondus LockDown Browser (no webcam) 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).

In order to use Respondus LockDown Browser (no webcam), your computer system must meet the following [system and software requirements](#).

If you have any questions about the system and software requirements, contact [CourseLink Support](#).

<https://opened.uoguelph.ca/student-resources/system-and-software-requirements#Respondus-LockDown-Browser-and-Monitor>

<https://support.opened.uoguelph.ca/contact>

### Zoom Requirements

This course may use **Zoom** as a video communication tool. A Webcam, headphones/speakers may be needed. Review the [Zoom information for students \(uoguelph\)](#) to ensure that your computer meets the technical requirements.

<https://support.opened.uoguelph.ca/students/courselink/tools/content/zoom>

## 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.

## 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](mailto: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](https://www.uoguelph.ca/ccs/infosec/aup), 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).

## Communicating with Your Teaching Assistants

A part of the Teaching Assistants' work will be to monitor student questions and answer the posts.

- **The Ways of Life Assignment:** If you have questions about the Ways of Life Assignment, read the Instructions. If the answer is not there, post your question here.
- **Online Tests:** If you have questions about the Online Tests, read the Instructions. If the answer is not there, post your question here.
- **Connect - Simulation, Quizzes:** If you have questions or concerns about Connect, post your question here.
- **Connect:** technological issues – please call/email McGraw Hill for support.
- **General Questions:** This is open to **all students so please feel free** to post additional questions here.
- **Study Buddies:** This is the place to request partners and then you arrange the meetings.

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

## Submission of Assignments to Dropbox

The final assignment must be submitted online (Word document) in the **Dropbox** folder **Ways of Life Assignment** which will have Turnitin enabled. 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](#).

<https://support.opened.uoguelph.ca/contact>

## Late Policy

Assignments must be submitted online (Word document, pdf, Powerpoint) in the **Dropbox** folder which will have Turnitin. 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.

**Late Assignments.** You can submit the assignment after the deadline, however, your mark will be docked 10% per day including weekends EXCEPT under documented grounds for compassionate consideration. Assignments submitted more than one week late without documented grounds will receive a grade of zero. If you are going to hand an assignment in late, you must contact your course instructor to inform them when you will be submitting your assignment. This policy is in place to guarantee fairness for all students.

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 in about 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://www.uoguelph.ca/webadvisor>

<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>

## Turnitin Originality Check

In this course, your instructor will be using Turnitin, integrated with the CourseLink **Dropbox** tool, to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph.

All individual assignments submitted to the **Dropbox** tool will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

---

## 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

### University of Guelph Degree Students

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required, however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to make a booking at least 14 days in advance, and no later than November 1 (fall), March 1 (winter) or July 1 (summer). Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time.

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](mailto: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 Open Learning program Counsellor](#). 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 Open Learning program Counsellor](#) 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.

<mailto:counsellor@OpenEd.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](#).

<https://www.lib.uoguelph.ca/about/policies/fair-dealing-policy>

## **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, changes in classroom protocols, and academic schedules. Any such changes will be announced via CourseLink and/or class email.

This includes on-campus scheduling during the semester, mid-terms and final examination schedules. 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**

Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g., final exam or major assignment).

## **Covid-19 Safety Protocols**

For information on current safety protocols, follow these links:

[How U of G Is Preparing for Your Safe Return](#)

[Guidelines to Safely Navigate U of G Spaces](#)

Please note, these guidelines may be updated as required in response to evolving University, Public Health or government directives.

<https://news.uoguelph.ca/return-to-campus/how-u-of-g-is-preparing-for-your-safe-return/>  
<https://news.uoguelph.ca/return-to-campus/spaces/#ClassroomSpaces>