

# ENVS\*1060 - Discovering Planet Earth

Fall 2023 Course Outline

Section: DE

Credits: 0.50

## Land Acknowledgement: Guelph

The University of Guelph resides on the ancestral lands of the Attawandaron people and the treaty lands and territory of the Mississaugas of the Credit. We recognize the significance of the Dish with One Spoon Covenant to this land and offer respect to our Anishinaabe, Haudenosaunee and Métis neighbours. Today, this gathering place is home to many First Nations, Inuit, and Métis peoples and acknowledging them reminds us of our important connection to this land where we work and learn.

## Calendar Description

This course provides an introduction to geological principles, their historical development and application to interpreting Earth materials and processes. This course is suitable for those wishing a general knowledge of Earth sciences.

**Restriction(s):** Not available to students registered in the BBRM, BIESP, BSC or BSC(Env) programs.

**Department(s):** School of Environmental Sciences

## Course Description

More of the course description (<https://courselink.uoguelph.ca/shared/login/login.html>)

## Instructor Information

Alyson Brown

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

## Method of Delivery

This course is a fully interactive online course and requires disciplined time management. To successfully complete this course, it is essential that you begin work as of the first week of the course and participate regularly throughout the semester. You will be required to access the course website frequently (at least three times per week). Your ability to participate online regularly is critical to your success in this course.

## Course Learning Outcomes

1. Examine the Earth's place in the universe, specifically its uniqueness and fragility.
2. Discuss how geology is a physical and historical science.
3. Describe the materials that make up our planet and how they are organized.
4. Outline the natural and anthropogenic processes that shape our planet.
5. Investigate the mechanisms behind common types of geologic phenomena.
6. Examine the interdependence between Earth resources and society.

## Textbooks

| Group    | Title                 | Author                                   | ISBN          |
|----------|-----------------------|------------------------------------------|---------------|
| Required | Essentials of Geology | Lutgens, F.K., Tarbuck, E.J., & Tasa, D. | 9780134446622 |

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## Learning Resources

### Campus Resources

If you are concerned about any aspect of your academic program: Make an appointment with a Program Counsellor (<https://www.uoguelph.ca/uaic/programcounsellors/>) in your degree program. If you are struggling to succeed academically: There are numerous academic resources offered by the Learning Commons (<https://www.lib.uoguelph.ca/using-library/spaces/learning-commons/>) including, Supported Learning Groups for a variety of courses, workshops related to time management, taking multiple choice exams, and general study skills.

### Library Course Reserve (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 (<https://lib.uoguelph.ca/find/course-reserves-ares/how-get-course-reserve-material/>).

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

## Teaching and Learning Activities

### Method of Learning

Throughout the course, you will access course content that has been developed by a content specialist. The course examines geology as it ranges from the origin of the solar system and the Earth to structural geology. Eleven units will be covered with main content presented through CourseLink with additional textbook providing more detailed information. You are expected to use the required textbook along with the course website content as both contain information that may be tested in course Assessments.

Each unit will be covered over the span of one week (with the exception of Unit 06 which will span two weeks) with built in Test Your Knowledge activities to test your comprehension of the unit content. These activities will allow you to take control of your learning and prepare you for the weekly Unit Assessment. Unit Assessments vary week to week and may come in the form of a graded quiz or discussion post, available through the **Quizzes** tool and **Discussions** tool on CourseLink. Information on the Unit Assessments can be found at the end of each Unit.

Further assessments of course content include an online Final Exam at the end of the term, provided through the CourseLink **Quizzes** tool in CourseLink.

### Course Structure

The course consists of eleven units, each covering a basic topic of the Principles of Geology. All units span one week in duration with the exception of Unit 06 which will span two weeks:

- Unit 01: Origin of the Solar System and the Earth
- Unit 02: Earth Structure
- Unit 03: Plate Tectonics
- Unit 04: Minerals
- Unit 05: Igneous Geology
- Unit 06: Sedimentology
- Unit 07: Metamorphism
- Unit 08: Glacial Geology
- Unit 09: Paleontology
- Unit 10: Stratigraphy and Time
- Unit 11: Structural Geology

### What to Expect for Each Unit

All eleven units of the course are presented with an initial Overview, consisting of an Introduction, the broad topics covered in the unit, and unit Learning Outcomes. The body content of the units is split into main topics with built-in instructional videos.

Additional "Geology Around the World" sections provide a perspective on how each unit's content relates within Canada and throughout the world.

Each unit contains a practice Test Your Knowledge learning activity. These activities are ungraded and can be used to practice your comprehension of the unit content.

Each unit is concluded with a graded Unit Assessment with the exception of Units 01 and 09. Unit Assessments vary with each unit and may be a quiz or discussion post, provided through the **Quizzes** and **Discussions** tools respectively.

## Open Ed - Course 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. Additional content is outlined within CourseLink for each unit.

### Unit 01: Origin of the Solar System and the Earth

Week 1 – Thursday, September 7, to Sunday, September 17

#### Readings

- Website: Unit 01 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 1, Section 1.5 -Origin of Planet Earth to Section
  - Chapter 1, Section 1.6- Earth's Internal Structure

#### 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.
- Confirm your access to the course reserve materials by selecting Ares on the navbar.
- Introduce Yourself to the class in the Introductions section with the Discussions tool.

#### Assessments

- No graded assessments this week

### Unit 02: Earth Structure

Week 2 – Monday, September 18 to Sunday, September 24

#### Readings

- Website: Unit 02 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 4, Figure 4.17
  - Chapter 9, Section 9.2- Seismology: The Study of Earthquake Waves
  - Chapter 9, Section 9.8- Earth's Interior \* Stop at Review
- Ares:
  - Earth's New Inner Core (2023)

#### Assessments

Discussion Post: Earth's New Inner Core to be completed by Sunday, September 24 at 11:59 PM ET

### Unit 03: Plate Tectonics

Week 3 – Monday, September 25 to Sunday, October 1

#### Readings

- Website: Unit 03 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 2-Plate Tectonics
  - Chapter 9, Section 9.1- What is an Earthquake?

#### Assessments

- Quiz 1: Units 01–03 will be open on Friday, September 29 at 8:00 am ET and close Sunday, October 1 at 11:59 pm ET.

Note: You are strongly encouraged to take the quizzes during CourseLink Support service hours, in case of technical challenges. See Technical Support in this Outline.

## Unit 04: Minerals

### Week 4 – Monday, October 2 to Sunday, October 8

**NOTE:** This is a shortened learning week due to the Fall Study Break. Please carefully note the due dates for any assessments.

#### Readings

- Website: Unit 04 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 3- Matter and Minerals
  - Chapter 4, Section 4.6- How Magmas Evolve
- Ares:
  - Miner's Proposal has Residents on Edge (2023)

#### Assessments

- Discussion Post: Miner's Proposal has Residents on Edge to be completed by Friday, October 6 at 11:59 PM ET. Grace period until Sunday, October 8 at 11:59 PM ET.

## Unit 05: Igneous Geology

### Week 5 – Monday, October 9 to Sunday, October 15

#### Readings

- Website: Unit 05 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 4- Igneous Rocks and Intrusive Activity
  - Chapter 5- Volcanoes and Volcanic Hazards

#### Assessments

- Quiz 2: Units 04–05 will be open on Friday, October 13 at 8:00 am ET and close Sunday, October 15 at 11:59 pm ET.

## Unit 06: Sedimentology

### Week 6 & 7– Monday, October 16 to Sunday, October 29

#### Readings

- Website: Unit 06 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 7- Sedimentary Rocks
  - Chapter 10, Section 10.2- Continental Margins
  - Chapter 13, Section 13.3-Streamflow Characteristics
  - Chapter 13, Section 13.4- The Work of Running Water
  - Chapter 13, Section 13.5- Stream Channels

#### Assessments

- Discussion Post: Muddiest Point to be completed by Sunday, October 29 at 11:59 PM ET

## Unit 07: Metamorphism

### Week 8 – Monday, October 30 to Sunday, November 5

#### Readings

- Website: Unit 07 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 8- Metamorphism and Metamorphic Rocks
  - Chapter 1, Figure 1.23-The Rock Cycle

#### Assessments

- Quiz 3: Unit 06–07 will be open on Friday, October 27 at 8:00 am ET and close Sunday, October 29 at 11:59 pm ET.

**\*By November 3rd you will have received 40.5% of your course grade.**

## Unit 08: Glacial Geology

**Week 9 – Monday, November 6 to Sunday, November 12**

### Readings

- Website: Unit 08 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 15- Glaciers and Glaciation

### Assessments

- Discussion Post: Local Glacial Features, to be completed by Sunday, November 12 at 11:59 pm ET.

## Unit 09: Paleontology

**Week 10 – Monday, November 13 to Sunday, November 19**

### Readings

- Website: Unit 09 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 18, Section 18.2- Fossils: Evidence of Past Life
  - Chapter 18, Section 18.3 - Correlation of Rock Layers
  - Chapter 19, Section 19.6- Earth's First Life
  - Chapter 19, Section 19.7- Paleozoic Era: Life Explodes

### Assessments

No graded assessment this week

## Unit 10: Stratigraphy and Time

**Week 11 – Monday, November 20 to Sunday, November 26**

### Readings

- Website: Unit 10 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 18, Section 18.1- Creating a Time Scale: Relative Dating Principles

### Assessments

- Quiz 4: Units 08–10 will be open on Friday, November 24 at 8:00 am ET and close Sunday, November 26 at 11:59 pm ET

## Unit 11: Structural Geology

**Week 12 – Monday, November 27 to Friday, December 1**

### Readings

- Website: Unit 11 content
- Lutgens, F. K., Tarbuck, E. J., & Tasa, D. (2018). Essentials of geology. New Jersey, Hoboken: Pearson.
  - Chapter 11: Crustal Deformation & Mountain Building, p. 292-316

### Assessments

- Discussion Post: Virtual Tour of Blacktail Canyon by Friday, December 1 by 11:59 PM ET.

## Assessment Breakdown

| Description                   | Weighting (%) | Learning Outcomes |
|-------------------------------|---------------|-------------------|
| Biweekly Quizzes (4 in total) | 30%           | 1-6               |
| Discussion Posts (5 in total) | 30%           | 1,3,4,5,6         |
| Final Exam                    | 40%           | 1-6               |

## Assessment Details

### Quizzes

#### Biweekly Quizzes

There are four online quizzes that test your comprehensive of the content covered in this course. Each quiz covers specific content from the course, including unit content, textbook readings, and resources available through Ares.

Each quiz is designed to assess and measure the knowledge you gain from studying the content from specific units. Preparing for each quiz will help you to identify and explain the major concepts, theories, and ideologies covered in the course. Completing each quiz will let you know if you have achieved a course-level learning outcome.

Each quiz contains 20 multiple-choice and True/False questions. You have one attempt and 60 minutes to complete each quiz. Quizzes will open on Fridays at 8 am and will close on Sundays at 11:59 pm.

**Course Learning Outcomes Assessed:** 1, 2, 3, 4, 5, 6

## Discussion

### Discussion Posts

**30**

An important aspect of the learning experience in this course is the online discussions which require you to engage in a scholarly manner with your classmates on current literature surrounding different geologic topics. This experience provides you with the opportunity to share the knowledge you gained in the course and to engage in a dialogue with your classmates. There are specific discussion instructions and questions to respond to for five of the units within the course. The discussions are designed to elicit dialogue on the unit readings with your classmates and instructor.

You will participate in these discussions in groups. There are specific discussion questions and activities posted in Units 2, 4, 6, 8, and 11 of the course. You will also receive marks for engaging with your classmates' responses.

**Course Learning Outcomes Assessed:** 1, 3, 4, 5, 6

## Exam

### Final Exam

**40**

This course requires you to write an online final exam using the **Quizzes** tool in CourseLink. The final exam will consist of multiple-choice questions and cover all of the course content. Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details of the final exam.

The exam is 2 hours in length and will be held on **[enter date[SJ1]]** ([https://uoguelphca-my.sharepoint.com/personal/alysonb\\_uoguelph\\_ca/Documents/ENVS%201060/s23/Outline\\_ENVS1060\\_DE01\\_S23\\_DRAFT\\_SJ\\_Apr28.docx#\\_msocom\\_1](https://uoguelphca-my.sharepoint.com/personal/alysonb_uoguelph_ca/Documents/ENVS%201060/s23/Outline_ENVS1060_DE01_S23_DRAFT_SJ_Apr28.docx#_msocom_1)).

To accommodate students who may be located in various time zones, the exam will be available beginning at **[enter time]** until **[enter time]**. 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 **[enter time]**, you will have until **[enter time]** to complete it. After **[enter time]** ET you will no longer be able to enter the exam environment.

If you have any questions regarding the use of the Quizzes tool or if you encounter any technical issues during the final exam, please contact CourseLink Support at [courselink@uoguelph.ca](mailto:courselink@uoguelph.ca) or 519-824-4120 ext. 56939.

University of Guelph degree and associate diploma students as well as Open Learning program students must check WebAdvisor (<https://www.uoguelph.ca/webadvisor/>) for their examination schedule.

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

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

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[SJ1] ([https://uoguelphca-my.sharepoint.com/personal/alysonb\\_uoguelph\\_ca/Documents/ENVS%201060/s23/Outline\\_ENVS1060\\_DE01\\_S23\\_DRAFT\\_SJ\\_Apr28.docx#\\_msoanchor\\_1](https://uoguelphca-my.sharepoint.com/personal/alysonb_uoguelph_ca/Documents/ENVS%201060/s23/Outline_ENVS1060_DE01_S23_DRAFT_SJ_Apr28.docx#_msoanchor_1)) **Final Exam Date / Time**

Open Ed will update the time of the exam according to what has been scheduled by the Registrar. [SJ1] ([https://uoguelphca-my.sharepoint.com/personal/alysonb\\_uoguelph\\_ca/Documents/ENVS%201060/s23/Outline\\_ENVS1060\\_DE01\\_S23\\_DRAFT\\_SJ\\_Apr28.docx#\\_msoanchor\\_1](https://uoguelphca-my.sharepoint.com/personal/alysonb_uoguelph_ca/Documents/ENVS%201060/s23/Outline_ENVS1060_DE01_S23_DRAFT_SJ_Apr28.docx#_msoanchor_1))

Note that final exams for DE courses that use the Quizzes tool have a 1 hour entry window for the first hour of the exam.

**Course Learning Outcomes Assessed:** 1, 2, 3, 4, 5, 6

## Final Exam

Date: Dec 7

Time: Th 8:30am-10:30am

Location: TBA Please see Web Advisor closer to the date of scheduled final for location.

To understand rules and regulations regarding Examinations students are encouraged to read Student's Responsibilities (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/examinations/>)

If the student is unable to meet the final exam requirements due to medical, psychological or compassionate circumstances they are encouraged to review Student's Responsibilities in the Academic Consideration, Appeals and Petitions (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-consideration-appeals-petitions/>) section of the Academic Calendar.

## Last Day to Drop Course

The deadline to drop Fall 2023 courses without academic penalty is the last day of classes: December 01

After this deadline, a mark will be recorded, whether course work is completed or not (a zero is assigned for missed tests/assignments). This mark will show on the student's transcript and will be calculated into their average.

## Technology Requirements and Technical Support

### 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, 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, download, and open attachments);
- Navigate the CourseLink learning environment and use the essential tools, such as **Dropbox**, **Quizzes**, **Discussions**, and **Grades** (the instructors for this are given in your course);
- Access, navigate, and search the internet using a web browser (e.g., Chrome, Firefox, Microsoft Edge, Safari, etc.);
- 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-8:30pm

#### Phone/Email Hours (Eastern Time):

Monday thru Friday: 8:30am-8:30pm  
Saturday: 10:00am - 4:00pm  
Sunday: 12:00pm - 6:00pm

## Standard Statements for Online Courses

### Acceptable Use

The University of Guelph has an Acceptable Use Policy (<https://ithelp.uoguelph.ca/policy/acceptable-use-policy/>), which you are expected to adhere to.

### Communicating with Your Instructor

During the course, your instructor will interact with you on various course matters in 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 generally 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 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 been successfully uploaded. To verify that your submission was complete, you can view the submission history immediately after the upload to see which files were 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 them to your email account, so that should something happen to your computer, the assignment could still be submitted on time or resubmitted.

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

## Extension Considerations

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 (<https://webadvisor.uoguelph.ca>) (using your U of G central ID). Open Learning program students should log in to the OpenEd Student Portal (<https://courses.opened.uoguelph.ca/portal/logon.do?method=load>) to view their final grade (using the same username and password you have been using for your courses).

## 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/>).

## Respondus Policy Violation Consequences

If your video is flagged, your instructor will review it. If this review indicates a suspected case of academic misconduct, your instructor will initiate the procedures for such cases and you may be subject to the penalties as outlined in the University's Academic Misconduct Policy (<https://www.uoguelph.ca/registrar/calendars/guelphhumber/current/c07/c07-amisconduct.shtml/>)

## Open Text Field

open text box for faculty to edit (can change title and content)

## Standard Statements for Open Learning Program Students

Open Learning program (OLp) students are required to follow the same Senate-approved academic regulations as University of Guelph undergraduate students and should consult the Open Learning Program Calendar or the Open Learning Program Counsellor for information and guidance on academic and administrative policies, procedures, and services, including academic accommodations and accessibility.

## Standard Statements for Undergraduate Courses

### Academic Integrity

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 (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-misconduct/>) is outlined in the Undergraduate Calendar.

### Accessibility

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 10 days in advance, and no later than the first business day in November, March or July as appropriate for the semester. Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time. For students at the Guelph campus, information can be found on the SAS website. (<https://www.uoguelph.ca/sas/>)

## Accommodation of Religious Obligations

If you are unable to meet an in-course requirement due to religious obligations, please email the course instructor within two weeks of the start of the semester to make alternate arrangements.

See the Academic calendar for information on regulations and procedures for Academic Accommodations of Religious Obligations (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-accommodation-religious-obligations/>).

## Copies of Out-of-class Assignments

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

## Drop Date

Students will have until the last day of classes to drop courses without academic penalty. The deadline to drop two-semester courses will be the last day of classes in the second semester. This applies to all undergraduate students except for Doctor of Veterinary Medicine and Associate Diploma in Veterinary Technology (conventional and alternative delivery) students. The regulations and procedures for course registration are available in the Undergraduate Calendar - Dropping Courses (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/dropping-courses/>).

## 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.

## Health and Wellbeing

The University of Guelph provides a wide range of health and wellbeing services at the Vaccarino Centre for Student Wellness (<https://wellness.uoguelph.ca/>). If you are concerned about your mental health and not sure where to start, connect with a Student Wellness Navigator (<https://wellness.uoguelph.ca/navigators/>) who can help develop a plan to manage and support your mental health or check out our mental wellbeing resources (<https://wellness.uoguelph.ca/shine-this-year/>). The Student Wellness team are here to help and welcome the opportunity to connect with you.

## 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).

## Recording of Materials

Presentations that are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a student, or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

## Resources

The Academic Calendars (<http://www.uoguelph.ca/registrar/calendars/?index>) are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs.

## When You Cannot Meet a Course Requirement

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons please advise the course instructor (or designated person, such as a teaching assistant) in writing, with your name, id#, and e-mail contact. See the Undergraduate Calendar for information on regulations and procedures for Academic Consideration. (<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-consideration-appeals-petitions/>)

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