



ENVS*3020 Pesticides and the Environment

Fall 2026

Section: DE 01

School of Environmental Sciences
Credit Weight: 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.

Course Details

Calendar Description

This course examines the role and use of pesticides by various facets of society and the effect of these pesticides on biological activities in the environment. Preparation of a Research Assignment is required for the course.

Pre-Requisite(s): [BIOL*1040 or (2 of BIOL*1050, BIOL*1070, BIOL*1080, BIOL*1090)], CHEM*1040

Co-Requisite(s): None

Equate(s): ENVB*3030

Restriction(s): None

Method of Delivery: Distance Education (asynchronous online)

Note: For more information about how to effectively study and learn via a self-directed, instructor-facilitated Distance Education course, see **Help & Resources** on the course site.

Final Exam

Date: TBA

Time: TBA

Location: In person on campus

Instructional Support

Instructor

Dr. Coralie R. Sopher

Email: csopher@uoguelph.ca

Office Hours: Students may email the instructor or a TA for an appointment. Please note that further details will be posted in the **Announcements**. See also **Communicating with Your Instructor**.

Teaching Assistant(s)

Name: Manika Maharjan

Email: mmaharja@uoguelph.ca

Name: Phoenix Nakagawa

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Learning Resources

Required Textbook

Title: Pesticides and the Environment

Author(s): RS Prosser and KR Solomon

Edition / Year: 2nd edition / 2022

Publisher: Canadian Network of Toxicology Centres Press

EBook/Print available from Amazon

Print Book Direct Link: [Pesticides and the Environment: Prosser, Dr Ryan S, Solomon, Dr Keith R: 9781778021718: Books - Amazon.ca](#)

Kindle Edition Direct Link: https://www.amazon.ca/Pesticides-Environment-Ryan-Prosser-ebook/dp/B09NH3ZR5N/ref=tmm_kin_swatch

<https://www.amazon.ca/Pesticides-Environment-Dr-Ryan-Prosser/dp/1778021719/>

Cost of Textbook and Learning Resources

Required Text Cost: \$65.00 CAD + applicable taxes (Print), \$19.99 CAD + applicable taxes (Kindle Edition). Other purchase options available.

Note: Pricing obtained from Amazon.ca and is subject to change.

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>

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 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 Course Material and Reserve Services staff at:

Tel: 519-824-4120 ext. 53621

Email: 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

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

1. Gain a perspective of the historical and current applications of pesticides and the benefits and drawbacks of their use.
2. Be able to describe methods of classifying pesticides based on characteristics including use and mode of action.
3. Be able to understand chemical, physical and biological properties of pesticides that are important for predicting their fate and impact in the environment.
4. Gain experience in formulating objective research questions to address current pesticide-related questions.
5. Gain an understanding of the role of risk assessment in monitoring and managing existing and emerging concerns with pesticides.
6. Be aware of regulations governing the use of pesticides locally and internationally.
7. Be able to extrapolate from the principles learned in this course to a broader range of environmental issues.

Teaching and Learning Activities

Method of Learning

Pesticides and the Environment is designed to give you an objective understanding of how pesticide use can lead to target and non-target effects in the environment while giving you the opportunity to explore examples that are of most interest to you. The course is also designed to provide knowledge and skills that are not only important to understanding pesticides in the environment but that can be extrapolated to other societal concerns that you will encounter in your future career and day-to-day life.

Course Structure

There will be twelve units in this course.

- Unit 01: Introduction, Risks vs. Benefits
- Unit 02: Pesticide Discovery
- Unit 03: Pesticide Uses and Formulations
- Unit 04: Herbicides
- Unit 05: Insecticides
- Unit 06: Fungicides
- Unit 07: Pesticide Uptake, Movement, Metabolism
- Unit 08: Pesticide Movement and Fate in the Environment
- Unit 09: Pesticide Toxicity, Risk
- Unit 10: Resistance and Integrated Pest Management

- Unit 11: Pesticides and Human Health/Pesticides in Food
- Unit 12: Pesticide Regulations with a Focus on the Canadian Perspective

What to Expect in a DE Course and Time Management

This is a distance education (DE) course which means there is material presented on the course website (written and video) rather than formal lectures. It also means you can read and engage on your own terms and on your own time, though you do need to do so within the weekly timeframes detailed in the schedule below.

The University of Guelph's Academic Calendar suggests that students should spend 10-12 hours per week for every 0.50 credit course. Be sure to budget an appropriate amount of time for this course to set yourself up for a positive and productive learning experience.

The time you spend each week will inevitably vary (be sure to take note of assignment due dates) but will always include time invested in careful engagement with required readings, unit materials (which may include embedded videos), and completion of your own notes.

Follow the Schedule in this course outline: it is a vital resource for you, and you should refer to it regularly. Each week, you are expected to read a set of unit materials and the required weekly readings. There is flexibility regarding the days and times that you work on each unit, but to succeed in the course you do need to keep up to date with each week's material.

What to Expect for Each Unit

Each Unit in this course moves from content and theory towards practice and application. Each unit begins with an Introduction section that provides a detailed overview and a listing of the unit learning outcomes.

The Perspectives section of each unit provides commentary on the assigned readings/resources for the unit from four different lenses: Consumers, Producers, Scientists, and Regulators. These are important points of view when it comes to topics covered in the unit. Looking at the assigned readings/resources in this manner helps demonstrate the complexities of concepts and synergy between the perspectives.

The Context section of the units expands on the relevancy of unit content and concepts by situating them in real-life contexts.

The Application section of each unit provides students with an opportunity to first practice or review basic concepts covered within the unit and ends with a culminating question that requires students to think about how unit content and concepts can be applied.

Completion of all Unit activities, culminating questions, and quizzes will provide the opportunity to assess students' understanding and application of course topics and activities as well as help prepare students for the Midterm and Final Exam.

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, Risks vs. Benefits

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

Readings

- Website: Unit 01 Content
- Prosser and Solomon Chapter 1 The Pesticide Dilemma – The Debate Over Risks and Benefits of Pesticides (pp. 1-11, entire chapter)

Videos

- Ares (required):
 - TED-Ed: video “How one scientist took on the chemical industry”.
 - TED. Do we really need pesticides?

Activities

- Familiarize yourself with the course website
- Review the **Outline** and **Assessments** sections 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.
- Complete the **AI Literacy Module** under **Content**.
- Complete the Unit Application section.
- Complete the ungraded Practice Quiz. You can try this as many times as you wish.

Assessments

- Unit 01 Quiz
Opens: Monday, September 14 at 8:30 am ET
Closes: Friday, September 18 at 6:30 pm ET
- The window of time to self-enroll in a topic for your assignment opens on September 17 around 8:30 AM ET. The list of available topics will become visible at this time as well. To self-enroll in a topic, click on “Self-Enrollment in a Topic” in the Tools dropdown menu.

Unit 02: Pesticide Discovery

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

Readings

- Website: Unit 02 Content
- Prosser and Solomon reading Chapter 2 Pesticide Discovery (pp 12-26, entire chapter) and Chapter 3 Uses of Pesticides (pp 27-56, entire chapter)
- Ares (supplementary)
 - Government of Canada Publications.ca. Pest Control Products Sales Report for 2024. Health Canada.

Activities

- Complete Unit Application section

Assessments

- Unit 02 Quiz
Opens: Monday, September 21 at 8:30 am ET
Closes: Friday, September 25 at 6:30 pm ET
- Submit a WORD document with your research assignment topic to the **Dropbox**
Due: Thursday, September 24 by 6:30 pm ET

Unit 03: Pesticide Uses and Formulations

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

Readings

- Website: Unit 03 Content
- Prosser and Solomon Chapter 4 Pesticide Selection (pp 57-66, entire chapter)

Activities

- Complete Unit Application section

Assessments

- Unit 03 Quiz
Opens: Monday, September 28 at 8:30 am ET
Closes: Friday, October 2 at 6:30 pm ET

Unit 04: Herbicides

Week 4 – Monday, October 5 to Friday, October 9

Note: This is a shortened learning week due to the Fall Study break. Please note the due dates carefully.

Readings

- Website: Unit 04 Content
- Prosser and Solomon Chapter 6 Important Classes of Pesticides.
 - p 80 (Section 6) to p. 92 (end of section 6.1.3)
 - p 138 (Section 6.2.4.1) to p. 141 (end of section 6.2.4.1.1)
 - p 144 (Section 6.3.1.1) to p. 149 (section 6.3.1.2)
 - p 170 (Section 6.6.2.3) to p. 190 (section 6.6.2.7.2)

Note: You do not have to learn the structures and names of all the chemicals presented in this Chapter but should understand the modes of action of the different pesticide groups.

- Ares (required):
 - Summary of Herbicide Mechanism of Action According to the Weed Science Society of America

Videos

- Ares (required):

Note: The required 3 videos (segments 7, 8, and 20) all belong to the Plant Biology: Core concepts

- Photosynthesis [segment 7]
- Cellular Respiration [segment 8] and
- Plant Hormones [segment 20]
- Ares (supplementary):
 - Plant Biology: Core Concepts. Plant Cells [segments 1 to 6]

Activities

- Complete Unit Application section

Assessments

- Unit 04 Quiz
Opens: Monday, October 5 at 8:30 am ET
Closes: Friday, October 9 at 6:30 PM ET

Unit 05: Insecticides

Week 5 – Wednesday, October 14 to Sunday, October 18

Note: This is a shortened learning week due to the Fall Study break. Please note the due dates carefully.

Readings

- Website: Unit 05 Content
- Prosser and Solomon Chapter 6 Important Classes of Pesticides
 - p 100 (Section 6.2) to p. 107 (end of section 6.2.1.2)
 - p 112 (Section 6.2.3.1) to p. 134 (end of section 6.2.3.7)
 - p 149 (Section 6.3.2) to p. 153 (end of Section 6.4.1)

Note: You do not have to learn the structures and names of all the chemicals presented in this Chapter but should understand the modes of action of the different pesticide groups.

- Ares (required):
 - Mode of action classification scheme 2026 Insecticide Resistance Action Committee.

Activities

- Complete Unit Application section

Assessments

- Unit 05 Quiz
 - Opens: Wednesday, October 14 at 8:30 am ET
 - Closes: Sunday, October 18 at 6:30 pm ET

Unit 06: Fungicides

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

- Website: Unit 06 Content
- Prosser and Solomon Chapter 6 Important Classes of Pesticides
 - p 141 (section 6.2.4.1.2) to p. 143 (end of section 6.2.4.2)
 - p 158 (section 6.6.1.2) to p. 160 (end of section 6.6.1.3.4)
 - p 197 to p. 217 (section 6.6.3.1 to end of section 6.6.3.7.5)

Note: You do not have to learn the structures and names of all the chemicals presented in this Chapter but should understand the modes of action of the different pesticide groups.

- Ares (required):

- American Phytopathological Society. What are Fungicides?
- FRAC Code List ©*2026: Fungal control agents sorted by cross-resistance pattern and mode of action (including coding for FRAC Groups on product labels)

Activities

- Complete Unit Application section

Assessments

- Unit 06 Quiz
Opens: Monday, October 19 at 8:30 am ET
Closes: Friday, October 23 at 6:30 PM ET
- Submit Research Assignment Part 1 to **Dropbox**
Due: Thursday, October 22 by 6:30 pm ET

Unit 07: Pesticide Uptake, Movement, Metabolism

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

Readings

- Website: Unit 07 Content
- Prosser and Solomon Chapter 5 Pesticide Uptake and Movement into Target Organisms (pp 67-79, entire chapter) and Chapter 7 Metabolism of Pesticides (pp. 223-230, entire chapter)

Activities

- Complete Unit Application section

Assessments

- Unit 07 Quiz
Opens: Monday, October 26 at 8:30 am ET
Closes: Friday, October 30 at 6:30 pm ET
- **Midterm (covers Units 1 to 6, inclusive):** Done via the **Quizzes** tool
Opens: Thursday, October 29 at 10:00 am ET
Closes: Thursday, October 29 at 11:00 am ET

Note: The midterm online entry window is from 10:00 am ET to 11:00 am ET. You may enter the midterm online exam environment anytime during this window, and once started, you will have **75 minutes** to complete the midterm.

Alternative exam entry windows will be considered for medical reasons or other extenuating circumstances. If you require consideration, email your instructor at least 5 business days before the scheduled midterm exam date.

Unit 08: Pesticide Movement and Fate in the Environment

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

Readings

- Website: Unit 08 Content
- Prosser and Solomon Chapter 10 Fate and Movement of Pesticides in the Environment (pp. 251-266, entire chapter)

Activities

- Complete Unit Application section
- Unit 08 Quiz
Opens: Monday, November 2 at 8:30 am ET
Closes: Friday, November 6 at 6:30 pm ET

Unit 09: Pesticide Toxicity, Risk

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

- Website: Unit 09 Content
- Prosser and Solomon Chapter 11 Toxicology of Pesticides
 - p 267 (section 11) to p. 271 (end of section 11.1.1)

Activities

- Complete Unit Application section

Assessments

- Unit 09 Quiz
Opens: Monday, November 9 at 8:30 am ET
Closes: Friday, November 13 at 6:30 pm ET

Unit 10: Resistance and Integrated Pest Management

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

Readings

- Website: Unit 10 Content
- Prosser and Solomon Chapter 14 Resistance to Pesticides
 - pp 315-326, entire chapter
- Prosser and Solomon Chapter 15 Genetic Engineering & Pest Management
 - pp 327-333, entire chapter

Note: For further information on minimizing pesticide use, you may optionally refer to Prosser and Solomon Chapter 16.

- Ares (required):
- Global Status of Commercialized Biotech/GM Crops in 2019 (ISAAA Brief 55)

Videos

- Ares (required):
 - Insecticide Mode of Action Explained
 - Pros and Cons of Biological Control

Activities

- Complete Unit Application section

Assessments

- Unit 10 Quiz
Opens: Monday, November 16 at 8:30 am ET
Closes: Friday, November 20 at 6:30 pm ET

Unit 11: Pesticides and Human Health/Pesticides in Food

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

Readings

- Website: Unit 11 Content
- Prosser and Solomon Chapter 13 Human Health Risk Assessment of Pesticides (pp. 303-314, entire chapter)

Note: For further information on this topic, you may optionally refer to Prosser and Solomon Chapters 8 and 9

- Ares (required):
 - Residue Definitions for Chemicals with Maximum Residue Limits Regulated Under the Pest Control Products Act
- Ares (supplementary):
 - Maximum Residue Limits for Pesticides [Database]
 - National Chemical Residue Monitoring Program (NCRMP) Report from 2022 to 2023

Activities

- Complete Unit Application section

Assessments

- Unit 11 Quiz
Opens: Monday, November 23 at 8:30 am ET
Closes: Friday, November 27 at 6:30 pm ET
- Submit Research Assignment Part 2 to **Dropbox**
Due: Thursday, November 26 by 6:30 pm ET

Unit 12: Pesticide Regulations with a focus on the Canadian Perspective

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

Note: This is a shortened learning week. Please note the due dates carefully.

Readings

- Website: Unit 12 Content
- Prosser and Solomon Chapter 17 Legislation of Pesticides (pp 347-354, entire chapter)
- Ares (required):
 - Carney government overhauls pesticide laws with little scrutiny
 - Proposed changes to the Pest Control Products Act in Bills C-30 and C-31 are unwarranted, undemocratic and weaken protections for health and the environment
 - Canadian Nursery Landscape Association Summary of Pesticide Regulations across Canada

Activities

- Complete Unit Application section

Assessments

- Unit 12 Quiz
Opens: Monday, November 30 at 8:30 am ET
Closes: Friday, December 4 at 6:30 pm ET

Assessment

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

Table 1: Course Assessment

Assessment Item	Weight	Learning Outcomes	Due Date/Open From
Research Assignment Topic	2%	3, 4, 5, and 7	Week 2
Quizzes	16%	4	Throughout
Midterm	20%	1, 2, 3, 5, 6, 7	Week 7
Research Assignment Part 1	16%	3, 4, 5, and 7	Week 6
Research Assignment Part 2	16%	3, 4, 5, and 7	Week 11
In-Person Final Exam	30%	1, 2, 3, 5, 6, 7	Exam period
Total	100%		

Assessment Descriptions

Research Assignment Self Enrollment

You will select a research topic related to pesticides from a list provided by your instructor and self-enroll in that topic in the course website. To self-enroll, click on “Self-Enrollment in a Topic” in the Tools dropdown menu. You will be able to view and enroll in a topic beginning around 8:30 AM ET on September 17. Each topic will be allocated on a first-come first-served basis, and it is suggested that you choose a topic early on.

After you self-enroll in a topic, you should submit a WORD document to the “Research Assignment Topic” folder in the Dropbox. In your document, write your name and state your Research Assignment topic. If you do not self-enroll by the deadline (September 24 at 6:30 PM ET), then you will not receive the 2% grade awarded for completing your enrollment and will be assigned a topic by your instructor based on topic availability.

Research Assignment Part 1 and Part 2

You will design a research experiment on an environmental problem involving pesticides. This will provide you with an opportunity to independently expand your understanding of selected issues in Pesticides and the Environment, while testing your critical thinking and creativity skills. The assignment is broken down into two parts.

Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details.

Quizzes

There will be 12 graded quizzes available via the Quizzes tool in CourseLink that will test your understanding of the material in the Unit assigned for a given week. Each quiz will be available according to the dates and times listed in the schedule in this outline.

The quizzes will help you stay on track with the course content, test your understanding of the material in each unit and prepare you for the midterm and the final exam.

Completing the quizzes will help you achieve the following learning outcomes: 1, 2, 3, 5, 6, and 7.

The lowest two quiz marks, including missed quizzes, will be dropped. A sample non-graded Practice Quiz is provided in the Quizzes tool.

Midterm

The midterm will test your understanding of the material assigned in this course. Students are expected to answer True/False, short answer, and multiple-choice questions. The midterm will cover Units 1 to 6, inclusive and will be held in Week 7. The midterm will be delivered online via the **Quizzes** tool.

The midterm is open-book, and you must complete it by yourself. You are not allowed to use any materials from outside this course including, but not limited to, internet searches (including the use of any artificial intelligence), books (except your text), journals, live chat and audio files or obtain any help from or communication with another person by any means (including classmates and the use of any company such as CHEGG and CourseHero).

The midterm exam will be available on the date specified in the Schedule in this Outline, beginning at **10:00 am** until **11:00 am** Eastern Time (ET). You can enter the exam at any point during this window of time, and you will have 75 minutes to complete it from when you start writing. For example, if you start writing the exam by **10:30 am**, you will have until **11:45 am** to complete it. After **11:00 am** ET you will no longer be able to enter the exam environment.

Questions/answers in the exam will not be posted after they are completed. However, you can contact the instructor regarding your exam after you have received your final course grade

If you encounter any technical issues during the midterm, please contact CourseLink Support at courselink@uoguelph.ca or 519-824-4120 ext. 56939. Please do not contact the instructor regarding technical issues.

In-Person Final Exam (without Respondus Lockdown Browser)

The final exam will be focused on Units 7 to 12 inclusive, however there will be some materials from Units 1-6 covered on the exam. The exam is closed book, and students are expected to answer short answer questions, and true/false and multiple-choice questions on a bubble sheet.

This course requires you to write a final exam on campus at the University of Guelph. It is assumed that all DE students will be writing their final examination on campus at the University of Guelph. University of Guelph degree and associate diploma students must check

[WebAdvisor](#) for the final exam location, date, and time. Open Learning program students will be provided with the final exam schedule from their instructor via the **Announcements**, or may contact their instructor during the term.

If you are studying at a distance greater than 170 km from the University of Guelph's main campus, you may request to write your final exam at an approved alternate location with a proctor. Details about how to apply will be made available in the **Announcements**. Your instructor will provide a deadline for the requests. It is recommended that you make arrangements as early as possible in the semester since changes and approval cannot be guaranteed for applications made after the deadline.

<https://webadvisor.uoguelph.ca>

Last Day to Drop Course

The final day to drop F26 courses without academic penalty is the last day of classes: December 4.

After this date, 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.

Use of Artificial Intelligence

The use of artificial intelligence (AI) in this course must align with academic integrity principles. Students are expected to complete their work independently and showcase their problem-solving abilities. Undeclared and/or unauthorized use of AI tools to produce coursework is considered a form of academic misconduct. Any misuse of AI tools, including submitting AI-generated work, may be considered academic misconduct. For specific guidelines on acceptable AI use in your course, please check with your instructor.

Review the [University of Guelph's Statement on Artificial Intelligence Systems, ChatGPT, and Academic Integrity](#) for more information.

<https://news.uoguelph.ca/2023/03/university-of-guelph-statement-on-artificial-intelligence-systems-chatgpt-academic-integrity/>

Course Grading Policies

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 return marked materials to you in the shortest possible time.

Late Assignments

Assignments handed-in late to the Dropbox, for which an extension has not been granted ahead of time, will lose 10% of the total available marks for that assignment per day (or part thereof) that it is late, up to a maximum of five days, after which it will not be accepted, resulting in a mark of zero for the assignment.

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.

For late final exam submissions to the **Quizzes** tool, your attempt will be flagged as late, and you will be prevented from making further changes to your attempt once your time ends. Make sure you save all your responses to the exam questions. For details on how long you have to complete the quiz or exam, please see the instructions in **Assessments** on CourseLink. The **Quizzes** tool counts down your time in the upper-left hand corner. Please pay close attention to this countdown and save your answers frequently.

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. Your final exam mark will not be available prior to your final course grade being released.

Final grades will be available at the end of the semester. 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 [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).

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

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

Submission of Assignments to Dropbox

All assignments 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 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.courselink.uoguelph.ca/contact).

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

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://www.uoguelph.ca/continuing-studies/technical-requirements/>

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

Microsoft Teams Requirements

This course may use **Microsoft Teams** as a video communication tool. A Webcam, a microphone, and headphones/speakers may be needed. Review [System requirements for Teams for personal use \(microsoft.com\)](#) to ensure that your computer meets the technical requirements.

<https://support.microsoft.com/en-us/office/system-requirements-for-teams-for-personal-use-dae0234b-839c-4f85-ae75-d14ad2baa978>

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;
- 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

Johnson 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

Standard Statements for Online Courses

Acceptable Use

The University of Guelph has an [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 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 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.
- **Online meeting:** If you have a complex question you would like to discuss with your instructor, you may book an online meeting. Online meetings depend on the availability of you and the instructor, and are booked on a first come first served basis.

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.

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 the [Fair Dealing Policy](#).

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

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://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-misconduct/>

Turnitin Originality Check

In this course, your instructor may 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.

Standard Statements for Open Learning Program Students

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

Open Learning program (OLp) students are required to follow the same Senate-approved academic regulations as University of Guelph undergraduate students. For information on academic misconduct, academic accessibility accommodations, academic accommodation of religious obligations, and withdrawal procedures, consult [Academic Policies and Procedures](#) and [Withdrawals, Refunds, and Transfers](#) on the School of Continuing Studies website. You may also contact the School of Continuing Studies' [Learner Success Advisor](#) for assistance.

<https://www.uoguelph.ca/continuing-studies/academic-policies/>

<https://www.uoguelph.ca/continuing-studies/withdrawals-refunds-transfers/>

scs-counsellor@uoguelph.ca

Standard Statements for Undergraduate Courses

As a student at 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 and associate diploma student**, consult the [Undergraduate Calendar](#) for the rules, regulations, curricula, programs and fees for current and previous academic years.

<https://calendar.uoguelph.ca>

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](#) is outlined in the Undergraduate Calendar.

<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-misconduct/>

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

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

Courses that are one semester long must be dropped by the end of the last day of classes; two-semester courses must be dropped by the last day of classes in the second semester. The regulations and procedures for [Dropping Courses](#) are available in the Undergraduate Calendar.

<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 well-being services at the [Vaccarino Centre for Student Wellness](#). If you are concerned about your mental health and not sure where to start, connect with a [Student Wellness Navigator](#) who can help develop a plan to manage and support your mental health or check out our [mental wellbeing resources](#). The Student Wellness team are here to help and welcome the opportunity to connect with you.

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

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

<https://wellness.uoguelph.ca/shine-this-year>

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](#) are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs.

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

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/>