



# LING\*1000 Introduction to Linguistics

Winter 2023

Section: DE01

School of Languages and Literatures

Credit Weight: 0.50

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## Course Details

### Calendar Description

The nature of language. An elementary survey of linguistic disciplines. Phonetics, morphology, syntax, semantics, language in society and writing.

**Pre-Requisite(s):** None

**Co-Requisite(s):** None

**Restriction(s):** None

**Method of Delivery:** Online

### Final Exam

There is no final exam in this course.

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# Instructional Support

## Instructor

**Eden Hambleton**

**Email:** [edenh@uoguelph.ca](mailto:edenh@uoguelph.ca)

**Office Hours via Teams :** By appointment. See **Communicating with Your Instructor**.

## Teaching Assistant(s)

**Name:** TBD

**Email:** TBD

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# Learning Resources

## Required Textbook

**Title:** An Introduction to Language

**Author(s):** Victoria Fromkin, Robert Rodman, Nina Hyams, Kirsten M. Hummel

**Edition / Year:** 4<sup>th</sup> Canadian Edition / 2010

**Publisher:** Nelson

**ISBN (printed):** 9780176501198

**ISBN (eBook):** 9780176725563

**Note:** This is a package which includes a Student Workbook

*Student Workbook for An Introduction to Language*

**ISBN:** 9780176474256

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

<https://bookstore.coop/>

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

## 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.

**Note:** The required textbook has been placed on reserve at the Reserves Desk in 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>

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## Learning Outcomes

### Course Learning Outcomes

This course provides an introduction to the discipline of Linguistics. Students will learn the basic concepts and methods used by linguists in the scientific study of human language. While many key aspects will be illustrated using evidence derived primarily from English, we will discuss evidence from a variety of languages in order to better demonstrate linguistic processes and the richness of linguistic diversity. Students will become familiar with how linguists approach and analyze language in primary fields of linguistic analysis such as morphology (word structure), syntax (phrases and sentences), semantics (meaning), phonetics (types of sounds), and phonology (rules of phonetic processes), language in society, and writing.

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

1. Analyze and articulate general themes about the nature of human language, and how languages work;
2. Discuss fundamental processes common to all languages related to the domains of morphology, syntax, phonetics, phonology, semantics, pragmatics, writing systems, and language in society;
3. Describe how different human languages are, and yet how fundamentally similar they are in their structures;

4. Apply findings in previous linguistic research to address real world issues, and be able to discuss language issues in an informed way both to linguists and non-linguists;
  5. Identify and analyze language patterns, draw generalizations from a set of data, and make hypotheses to explain those patterns;
  6. Question popular beliefs and think critically about language and language myths and determine their validity;
  7. Outline your own beliefs about attitudes towards languages and how those influence the way language is used; and
  8. Analyze how language varies across speakers, over time, and across dialectal regions.
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## Teaching and Learning Activities

### Method of Learning

Each unit of the course presents a summary and explanation of a topic that correlates with a textbook chapter. Students will be assigned background readings from the textbook for each unit that will allow them to deepen their understanding of each subject.

During each unit, students will check their knowledge and/or reflect on concepts learned by completing practice problems or participating in the discussion forum (depending on the unit).

The practice problems (in Units 2, 3, 5 and 6) will allow students to practise the skills needed to perform linguistic analysis and to prepare for the assignments (details below). These problems will be graded for completion, and so will provide students with an opportunity to test and expand their understanding of course concepts without any penalty for incorrect answers.

The discussion questions (in Units 1, 4, 7 and 8) have been designed to allow students to reflect on topics covered in the course and will be posted in the forum by the instructor. Students will be required to respond to one question (write one original post) and to comment on one classmate's response for a total of two posts per unit. The discussion forum will allow students to engage with one another, to share ideas, and to consider different perspectives on linguistic topics.

At the end of each week, students will take a quiz to evaluate their understanding of the week's material. Throughout the course, they will also complete three short assignments that will allow them to explore the practical applications of the course material.

## Course Structure

This course consists of the following units:

- Unit 01: What is Language?
- Unit 02: Morphology
- Unit 03: Syntax
- Unit 04: Semantics
- Unit 05: Phonetics
- Unit 06: Phonology
- Unit 07: Language in Society
- Unit 08: Writing Systems

## 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. Your ability to follow the schedule, access the course website frequently and participate online regularly will be critical to your success in this course.

### Unit 01: What is Language?

#### Week 1 – Monday, January 9 to Sunday, January 15

##### Readings

- Website: Unit 01 content
- Textbook: Chapter 1 p. 3-27

##### 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.
- Post an introduction and view postings from classmates in the **Discussions** area.

##### Assessments

- **Quiz 1 (What is Language?: Ch. 1)**  
Opens: Monday, January 9 at 12:00 AM ET  
Closes: Monday, January 16 at 12:00 AM ET

- **Discussion Forum 1 (Unit 1)** - Write 1 original response and comment on one classmate's post for a total of 2 contributions to the forum.  
Discussion forum opens: Monday, January 9 at 12:00 AM ET  
Discussion forum closes: Monday, January 16 at 12:00 AM ET

## Unit 02: Morphology

**Weeks 2 & 3 – Monday, January 16 to Sunday, January 29**

### Readings

- **Website:** Unit 02 content
- **Textbook:** Chapter 2 p. 33-71

### Assessments

- **Quiz 2 (Morphology I: Ch. 2 p. 33-41)**  
Opens: Monday, January 16 at 12:00 AM ET  
Closes: Monday, January 23 at 12:00 AM ET
- **Quiz 3 (Morphology II: Ch. 2 p. 41-71)**  
Opens: Monday, January 23 at 12:00 AM ET  
Closes: Monday, January 30 at 12:00 AM ET
- **Practice Problems 1 (Unit 2)** – Download the set of practice problems from the Dropbox, complete them to the best of your ability, and submit them to the Dropbox in PDF format.  
Dropbox opens: Monday, January 16 at 12:00 AM ET  
Dropbox closes: Monday, January 30 at 12:00 AM ET

## Unit 03: Syntax

**Weeks 4 & 5 – Monday, January 30 to Sunday, February 12**

### Readings

- **Website:** Unit 03 content
- **Textbook:** Chapter 3 p. 81-133

### Assessments

- **Quiz 4 (Syntax I: Ch. 3 p. 81-101)**  
Opens: Monday, January 30 at 12:00 AM ET  
Closes: Monday, February 6 at 12:00 AM ET
- **Quiz 5 (Syntax II: Ch. 3 p. 101-133)**  
Opens: Monday, February 6 at 12:00 AM ET  
Closes: Monday, February 13 at 12:00 AM ET

- **Practice Problems 2 (Unit 3)** - Download the set of practice problems from the Dropbox, complete them to the best of your ability, and submit them to the Dropbox in PDF format.  
Dropbox opens: Monday, January 30 at 12:00 AM ET  
Dropbox closes: Monday, February 13 at 12:00 AM ET
- Submit **Assignment #1 (Morphology & Syntax)** to **Dropbox**  
Due on Sunday, February 12 by 11:59 pm ET

## Unit 04: Semantics

### Week 6 – Monday, February 13 to Friday, February 17

#### Readings

- **Website:** Unit 04 content
- **Textbook:** Chapter 4 p. 142–170, 172-178

#### Assessments

- **Quiz 6 (Semantics: Ch. 4)**  
Opens: Monday, February 13 at 12:00 AM ET  
Closes: Monday, February 27 at 12:00 AM ET
- **Discussion Forum 2 (Unit 4)** - Write 1 original response and comment on one classmate's post for a total of 2 contributions to the forum.  
Discussion forum opens: Monday, February 13 at 12:00 AM ET  
Discussion forum closes: Monday, February 27 at 12:00 AM ET

\*Note that the Unit 4 Quiz and Discussion Forum will remain open over the Winter Break and will close when classes resume on Monday, February 27.

### Winter Break – Monday, February 20 to Sunday, February 26

## Unit 05: Phonetics

### Weeks 7 & 8 – Monday, February 27 to Sunday, March 12

#### Readings

- **Website:** Unit 05 content
- **Textbook:** Chapter 5 p. 200-237

#### Assessments

- **Quiz 7 (Phonetics I: Ch. 5 p. 200-220)**  
Opens: Monday, February 27 at 12:00 AM ET  
Closes: Monday, March 6 at 12:00 AM ET

- **Quiz 8 (Phonetics II: Ch. 5 p. 220-237)**  
Opens: Monday, March 6 at 12:00 AM ET  
Closes: Monday, March 13 at 12:00 AM ET
- **Practice Problems 3 (Unit 5)** - Download the set of practice problems from the Dropbox, complete them to the best of your ability, and submit them to the Dropbox in PDF format.  
Dropbox opens: Monday, February 27 at 12:00 AM ET  
Dropbox closes: Monday, March 13 at 12:00 AM ET

## Unit 06: Phonology

### Week 9 – Monday, March 13 to Sunday, March 19

#### Readings

- Website: Unit 06 content
- Textbook: Chapter 6 p. 243-253, 263-285, 292-295

#### Assessments

- **Quiz 9 (Phonology: Ch. 6)**  
Opens: Monday, March 13 at 12:00 AM ET  
Closes: Monday, March 20 at 12:00 AM ET
- **Practice Problems 4 (Unit 6)** - Download the set of practice problems from the Dropbox, complete them to the best of your ability, and submit them to the Dropbox in PDF format.  
Dropbox opens: Monday, March 13 at 12:00 AM ET  
Dropbox closes: Monday, March 20 at 12:00 AM ET
- Complete and submit **Assignment #2** via the **Quizzes** tool  
Due on Sunday, March 19 by 11:59 PM ET

## Unit 07: Language in Society

### Weeks 10 & 11 – Monday, March 20 to Sunday, April 2

#### Readings

- Website: Unit 07 content
- Textbook: Chapter 12 p. 483-529

#### Assessments

- **Quiz 10 (Language in Society I: Ch. 12 p. 483-510)**  
Opens: Monday, March 20 at 12:00 AM ET  
Closes: Monday, March 27 at 12:00 AM ET



- **Quiz 11 (Language in Society II: Ch. 12 p. 510-529)**  
Opens: Monday, March 27 at 12:00 AM ET  
Closes: Monday, April 3 at 12:00 AM ET
- **Discussion Forum 3 (Unit 7)** - Write 1 original response and comment on one classmate's post for a total of 2 contributions to the forum.  
Opens: Monday, March 20 at 12:00 AM ET  
Closes: Monday, April 3 at 12:00 AM ET
- Submit **Assignment #3** to **Dropbox**  
Due on Sunday, April 2 by 11:59 PM ET

## Unit 08: Writing Systems

### Week 12 – Monday, April 3 to Monday, April 10

#### Readings

- Website: Unit 08 content
- Textbook: Chapter 14 p. 593-616

#### Assessments

- **Quiz 12 (Writing Systems: Ch. 14)**  
Opens: Monday, April 3 at 12:00 AM ET  
Closes: Monday, April 10 at 12:00 AM ET
- **Discussion Forum 4 (Unit 8)** - Write 1 original response and comment on one classmate's post for a total of 2 contributions to the forum.  
Opens: Monday, April 3 at 12:00 AM ET  
Closes: Monday, April 10 at 12:00 AM ET

## Assessments

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

**Table 1: Course Assessments**

Assessment Item	Weight
Unit Quizzes	35%
Assignment 1 (Morphology & Syntax)	15%

<b>Assessment Item</b>	<b>Weight</b>
Assignment 2 (Phonetics & Phonology)	15%
Assignment 3 (Language in Society)	15%
Discussion Forum Contributions (Units 1, 4, 7, 8)	10%
Practice Problems (Units 2, 3, 5, 6)	10%
<b>Total</b>	<b>100%</b>

## Assessment Descriptions

### Unit Quizzes

There are twelve(12) quizzes that cover the material of the eight units in the course. You can access the quizzes by clicking on the **Quizzes** tool (located in the Tools dropdown list in the course navbar). Dates for each quiz can be found in the Course Schedule (found above in this outline). There will be one quiz per week that covers the material indicated on the Schedule. Each quiz will be available for one full week. (Note: The Morphology, Syntax, Phonetics and Language in Society units are 2 weeks long, so these units will have 2 quizzes (one per week), each covering roughly half of the chapter.) Ten (10) out of the twelve (12) quizzes will count towards your final grade (3.5% each) – the two quizzes with the lowest scores will be dropped.

### Assignments

You will complete 3 assignments throughout the semester that will allow you to explore the practical applications of the course material. You will find the assignments by selecting Content on the Navbar and clicking on **Assessments**.

### Important Notes:

- Each assignment will become available for you to access two weeks before the due date.
- You will submit Assignments 1 and 3 in PDF format using the **Dropbox**. Assignment 2 will be completed using the **Quizzes** tool.
- Be mindful of each assignment deadline (date AND time) to avoid any late penalties.

### Discussion Participation

During Units 1, 4, 7 and 8, you are required to participate in the unit's discussion forum. Discussion questions that have been designed to allow you to reflect on the concepts covered in the unit will be posted in the forum by the instructor. For each unit, you will respond to a minimum of one discussion question (write one original post) AND

comment on a minimum of one classmate's response for a total of two posts per unit. Each post will be graded out of 10 (for a total of 20 points per unit). A rubric is posted in the Assessments section outlining the criteria on which your posts will be evaluated. Four completed discussion forums will be calculated as 10% of your final grade (2.5% per unit).

### **Practice Problems**

During Units 2, 3, 5 and 6, you are required to complete a short set of practice problems that will allow you to practise the skills needed to perform linguistic analysis and will prepare you for the assignments. Four completed sets of practice problems will be calculated as 10% of your final grade (2.5% per unit).

The practice problems will be graded based on completion. There will be no penalization for attempted questions that are incorrect. However, if the answers given do not relate to the questions asked, no marks will be awarded, and if the problems are only partially completed, only part marks will be awarded.

Each set of practice problems will become available for you in the Dropbox on the first day of the unit. You will need to submit your completed problems in PDF format to the Dropbox on or before the last day of the unit, at which time the Dropbox will close.

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## **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>

### **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, download, and open attachments);
- Navigate the CourseLink learning environment and use the essential tools, such as **Dropbox**, **Quizzes**, **Discussions**, and **Grades** (the instructions for this are given in your course);
- Access, navigate, and search the Internet using a web browser (e.g., Firefox, Internet Explorer); and
- Perform online research using various search engines (e.g., Google) and library databases.

## Technical Support

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

### CourseLink Support

University of Guelph

Day Hall, Room 211

Email: [courselink@uoguelph.ca](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](#), which you are expected to adhere to.

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

## Communicating with Your Instructor

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

- **Announcements:** The instructor will use **Announcements** on the Course Home page to provide you with course reminders and updates. Please check this section frequently for course updates from your instructor.
- **Ask Your Instructor Discussion:** Use this discussion forum to ask questions of your instructor about 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 2-3 business days.
- **Online meeting:** If you have a complex question that you would like to discuss with your instructor, please email the instructor to book an online **Teams** appointment. 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.

## Submission of Assignments to Dropbox

Assignments 1 and 3 should be submitted in PDF format via the online **Dropbox** tool. Assignment 2 is to be completed online via the **Quizzes** 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 recommend 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 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>

## Late Policy

If you choose to submit your assignments to the **Dropbox** late, the full allocated mark will be reduced by 5% per day after the deadline to a limit of 30% (six days late), at which time access to the **Dropbox** folder will be closed.

Extensions will be considered for medical reasons or other extenuating circumstances. If you require an extension, discuss this with the instructor as soon as possible and well **before** the due date. Barring exceptional circumstances, extensions will not be granted once the due date has passed. These rules are not designed to be arbitrary, nor are they inflexible. They are designed to keep you organized, to ensure that all students

have the same amount of time to work on assignments, and to help to return marked materials to you in the shortest possible time.

## Obtaining Grades and Feedback

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

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

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

<https://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.

A major benefit of using Turnitin is that you will be able to educate and empower yourself in preventing academic misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

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# 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.

For more information, contact Accessibility Services at 519-824-4120 ext. 56208, [email Accessibility Services](#) or visit the [Accessibility Services website](#).

<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 Academic Assistant to the Executive Director](#). Please ensure that you contact us before the end of the first week of your course (every semester) in order to avoid any delays in support. Documentation from a health professional is required for all academic accommodations. Please note that all information provided will be held in confidence.

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

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

[jessica.martin@uoguelph.ca](mailto:jessica.martin@uoguelph.ca)

## Academic Misconduct

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

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

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

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

## Copyright Notice

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## **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>