



BIOC*2580 Introduction to Biochemistry

Fall 2023

Section(s): 01

Department of Molecular and Cellular Biology

Credit Weight: 0.50

Version 1.00 - September 07, 2023

1 Course Details

1.1 Calendar Description

This course introduces students to the evolution, chemical structure, and biological roles of the major molecular components of the cell: including proteins, nucleic acids, lipids, and carbohydrates. Topics and processes integrated through understanding biological macromolecules include enzymology and intermediary metabolism, with emphasis on catabolic processes. Students will gain basic investigative skills through hands-on experiences in a laboratory setting.

Pre-Requisites: CHEM*1050

1.2 Timetable

Lectures:

Section I: Tuesday and Thursday 8:30 AM to 9:50 AM - ROZH 104

Section II: Tuesday and Thursday 11:30 AM to 12:50 PM - ROZH 104

Section III: Tuesday and Thursday 11:30 AM to 12:50 PM - ALTERNATE DELIVERY-SYNCHRONOUS VIRTUAL (Via Zoom)

All material covered in lectures is the responsibility of the student, including announcements regarding midterms, labs, and exams.

Lectures will **not be** recorded and posted.

Labs:

All Labs will be held in-person in lab room SSC 3110/3111/3112. The Lab schedule and some

important information is included in this outline. Additional lab related information will be posted on Courselink under the "Labs" folder.

1.3 Final Exam

Date: Thursday, December 7, 2023

Time: 8:30 - 10:30 AM

Room: TBD

The final exam is 2hrs in length and will be held **in-person**. An online option will **not** be available.

2 Instructional Support

2.1 Instructional Support Team

Instructor:	Dr. Enoka Wijekoon
Email:	bioc2580@uoguelph.ca
Telephone:	+1-519-824-4120 x56095
Office:	SSC 3517
Office Hours:	Tuesday and Thursday 2:00-3:30 PM

(If these times do not work for you due to another class or a lab scheduled at the same time, please email to set up a different time)

Course Co-ordinator:	Jaspreet Kaur
Email:	bioc2580@uoguelph.ca
Telephone:	+1-519-824-4120 x58220
Office:	SSC 3521

Course Co-ordinator:	Akash Jairaj
Email:	bioc2580@uoguelph.ca
Telephone:	+1-519-824-4120 x53866
Office:	SSC 4251

3 Learning Resources

3.1 Recommended Resources

Lehninger Principles of Biochemistry (Textbook)

The following text is **recommended**, especially if you also intend to take the second biochemistry course, BIOC*3560 Structure and Function in Biochemistry. It is also used in several other senior biochemistry courses:

Lehninger Principles of Biochemistry; D.L. Nelson and M.M. Cox, 8th ed. (2021) **OR** 7th ed. (2017) W.H. Freeman, NY.

There are multiple options available, each containing the same information, but in different formats:

1. The loose-leaf textbook bundled with Achieve* (Achieve 1 or 2-Term Access)
2. Achieve Online for Lehninger Principles of Biochemistry (Achieve 1 or 2-Term Access)

*Achieve is the publisher's online platform. It gives access to all online resources associated with the textbook (ebook for online and offline reading, quizzing, videos, animations, plus additional resources by course). Use it for self study. It will NOT be used in the course to assign homework or for evaluation purposes.

To access the Achieve resources you need to register in the Achieve Course.

Course URL: <https://achieve.macmillanlearning.com/courses/j858dy/mycourse>

The Achieve **Course ID** for BIOC*2580 F23 is: j858dy

Ebook Access: students who purchase Achieve access (by itself or freely bundled with a physical text), will have access to the eBook after **download** for the **duration of their education or 4-years**.

Loose leaf versions cannot be resold as a used textbook at the Bookstore. **BE AWARE: With the eBook, you are purchasing access to the electronic version for a specific period of time; once this is over, you will not be able to access the eBook.**

Multiple copies of this textbook are on Reserve in the library. An ebook is also available to be borrowed on a single user basis.

3.2 Getting Help in BIOC*2580

Course Email: bioc2580@uoguelph.ca

You can make use of the course e-mail address to ask questions. Only use your @uoguelph account when sending messages to this address. Enquiries regarding the laboratory should have the word LAB in the subject line. **E-mail may not be answered outside of office hours.**

Supported Learning Group (SLG)

SLGs are free study sessions led by students. These trained SLG Leaders sit in on lectures and run sessions that are informal, flexible, and fun. Students who make regular use of the SLG have a higher average grade on this course than those who do not. SLG information and schedules are available at <https://www.lib.uoguelph.ca/writing-studying/studying-resources-workshops/slgs>

4 Learning Outcomes

4.1 Course Learning Outcomes

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

1. Describe the structures and the chemical properties of the 20 amino acids.
2. Describe the methods used in the separation of amino acids and proteins based on their chemical properties.
3. Describe the first three levels of protein structure and explain how protein structure is influenced by the amino acid sequence.
4. Explain how enzymes catalyze reactions and how enzyme activity is affected by inactivators and inhibitors.
5. Describe the structure and the chemical properties of carbohydrates (monosaccharides and disaccharides), lipids (fatty acids, triglycerides and glycerophospholipids) and nucleic acids (RNA and DNA).
6. Describe the chemical reactions involved in the generation of ATP through the oxidation of glucose and fatty acids.
7. Apply several of the knowledge outcomes in 1-6 by effectively carrying out laboratory procedures to collect, properly record and analyse experimental data.
8. Manage time effectively and follow instructions to meet deadlines for course requirements.

5 Teaching and Learning Activities

5.1 Lecture Schedule

* Textbook Section

Class	Date	Topic	Lehninger (7th ed)	Lehninger (8th ed)
1	Sept 7	Biological polymers; building blocks and hydrolyzable bonds. Amino acids, peptides and proteins.	12-16;75-76;85-86	(1.2)* 10-14; (3.1) 70-71; (3.2) 80-81
2	Sept 12	Amino acids, peptides and proteins (continued), Polarity and ionization of amino acids	75-85; 47-50;58-65	(Ch 3; 3.1) 70-80; (Ch2; 2.1) 43-46; (2.2; part of 2.3) 53-61
3	Sept 14	Separation of amino acids and proteins by chromatography	47-50; 58-65	43-46; 53-61
4	Sept 19	More analytical methods; Polypeptides and proteins: structural hierarchy, sequence. Basis of reactivity and hydrolysis	89-96; 96-102	(3.3) 83-90; 90-95
	Sep 20-26	Quiz 1 (Lectures 1-4) (Online via Courselink Quizzes)		
5	Sept 21	Sequence determination, Secondary structure: α -helix, β -sheet,	96-102; 115-125	90-95; (Ch4; 4.1;4.2) 106-116
6	Sept 26	Secondary structure: α -helix, β -sheet (continued)	115-125	106-116
7	Sept 28	Principles of tertiary structure. Protein	125-141;	(4.3) 106-

Class	Date	Topic	Lehninger (7th ed)	Lehninger (8th ed)
		stability and function	187-198	128; (Ch6; 6.1; 6.2) 177- 188
8	Oct 3	Binding and recognition of substrates and specificity of enzymes; The basis of chemical and enzymatic catalysis.	187-198	177-188
	Oct 4-11	Quiz 2 (Lectures 5-8) (Online via Courselink Quizzes)		
9	Oct 5	Mechanism of action of chymotrypsin, Enzyme assay and detection	213-217; 95- 96; 203	(6.4) 203- 208; (3.3) 89- 90; (6.3) 192- 193
10	Oct 12	Enzyme assay and detection (continued), Enzyme kinetics	198-213	(6.3; 6.4) 188-203
11	Oct 17	Experimental enzyme kinetics: linear plots, Enzyme inhibition and regulation.	198-213	(6.3; 6.4) 188-203
12	Oct 19	Enzyme inhibition and regulation (continued), REVIEW	198-213	(6.3; 6.4) 188-203
	Saturday, Oct 21	Midterm Examination. In-person 1:00 - 2:30 PM Rooms: TBD		
13	Oct 24	Lipids: fatty acids	361-364	(Ch 10;10.1) 341-344

Class	Date	Topic	Lehninger (7th ed)	Lehninger (8th ed)
14	Oct 26	Lipids: triacylglycerols, phospholipids; Analysis of lipids; Carbohydrate chemistry: simple sugars	364-369; 381-383; 241-243	(10.1; 10.2) 344-348; (10.4) 361-362; (Ch7; 7.1) 229-233
15	Oct 31	Carbohydrate Chemistry: linear and ring structures, Reducing sugars	243-247; 249	(7.1) 233-235; 237
16	Nov 2	Carbohydrate chemistry: glycosides, di and polysaccharides, Nucleic acid chemistry (RNA & DNA): nucleotides and polynucleotides	250-252; 279-285	(7.1) 237-241; (Ch8; 8.1) 263-269
	Nov 3-9	Quiz 3 (Lectures 13-16) (Online via Courselink Quizzes)		
17	Nov 7	The DNA double helix, ATP as cellular energy currency	285-287; 507-514	(8.2) 269-272; (13.3) 479-485
18	Nov 9	ATP as cellular energy currency (continued), Introduction to metabolism; Redox reactions	507-514; 491-494; 517-522	479-485; (Part II) 461-464; (13.4) 488-492
19	Nov 14	Adenosine containing cofactors: Catabolism of Fats- fatty acid beta oxidation	621; 522-526; 649-650; 652-659	576; (13.4) 492-496; (8.1) 294-295; (Ch17) 601; (17.1) 603-611
20	Nov 16	Fatty acid beta oxidation contd.; Glycolysis: anaerobic energy generation	652-659; 533-545;	603-611; (Ch 14) 510-521

Class	Date	Topic	Lehninger (7th ed)	Lehninger (8th ed)
			548	
	Nov 17-23	Quiz 4 (Lectures 17-20) (Online via Courselink Quizzes)		
21	Nov 21	Fates of pyruvate; Shuttle systems conveying cytosolic NADH to mitochondria, Pyruvate dehydrogenase complex, The Citric Acid Cycle	619-624; 739-740; 553-558; 619; 624-636	(14.3) 525-526; 530-533; (Ch16) 574-578; (Ch19) 683-686; (Ch16) 574-575;(16.2) 578-589
22	Nov 23	Citric acid cycle cont.; The electron transport chain	624-636; 7711-724	(16.2) 578-589; (Ch19) 659-672
23	Nov 28	Chemiosmotic energy transduction; ATP synthase	724-728; 728-739	672-674; 674-683
24	Nov 30	ATP Synthase; Efficiency of oxidative phosphorylation	728-739; 657-659	674-683; 609-611
	Thursday, Dec 7	Final Examination. In-person. 8:30 - 10:30 AM Rooms: TBD		

5.2 Lab Schedule

LAB SCHEDULE-BIOC*2580 F'23	
All Labs will be in-person.	
Dates	Activity / Section/ Group* (*see at the bottom of the table)
Sept 11-15	Watch Safety, and Micropipetting Videos, take the two quizzes on Couselink (ALL SECTIONS)
Sept 19-22	Lab 1- Separation and Identification of Amino Acids (GROUP A)
Sept 25-28	Lab 1- Separation and Identification of Amino Acids (GROUP B)
Oct 3-6	Lab 2- Separation and Quantification of Proteins (GROUP A)
Oct 9-13	No Labs
Oct 16-19	Lab 2- Separation and Quantification of Proteins (GROUP B)

LAB SCHEDULE-BIOC*2580 F'23	
Oct 24-27	Lab 3: Enzyme Reaction Kinetics: Lactate Dehydrogenase (GROUP A)
Oct 30-Nov 2	Lab 3: Enzyme Reaction Kinetics: Lactate Dehydrogenase (GROUP B)
Nov 7-10	Lab 4- Determination of Iodine number of Lipids (GROUP A)
Nov 13-16	Lab 4- Determination of Iodine number of Lipids (GROUP B)
Nov 21-24	Lab 5- Determination of Reducing sugars in Carbohydrates (GROUP A)
Nov 27-30	Lab 5- Determination of Reducing sugars in Carbohydrates (GROUP B)

LAB SCHEDULE-BIOC*2580 F'23	

In-Person Lab Groups:

GROUP A: All Odd number sections

GROUP B: All Even number sections

6 Assessments

6.1 Grade Assessments

Form of Assessment	Weight of Assessment (% of final)	Due Date of Assessment (2023)	Course Content /Activity	Learning Outcome Addressed
Online Quiz #1	2.5%	September 20-26	Lectures 1-4	#1, 2, 8
Online Quiz #2	2.5%	October 4-11	Lectures 5-8	#2, 3, 8
Midterm	25%	Saturday, October 21 1:00-2:30 PM	Lectures 1-12	#1, 2, 3, 4, 8
Online Quiz #3	2.5%	November 3-9	Lectures 13-16	#5, 8

Form of Assessment	Weight of Assessment (% of final)	Due Date of Assessment (2023)	Course Content /Activity	Learning Outcome Addressed
Online Quiz #4	2.5%	November 17-23	Lectures 17-20	#5, 6, 8
Final Exam	40%	Thursday, December 7 8:30-10:30 AM	Cumulative, with emphasis on lectures 13-24	#1-6, 8
Laboratory Quizzes and Write-ups	25%	See Lab Schedule	Laboratory experiments	#7, 8

Lecture Component: 75%

Laboratory Component: 25%

Total: 100%

6.2 Note

Students must pass the Lecture component (online quizzes, midterm and final exam) on its own AND the Laboratory component on its own to pass the course as a whole (i.e. students need to achieve an overall grade of at least 37.5/75 for the 4 quizzes and the 2 exams and a minimum of 12.5/25 for the laboratory). This means that a high laboratory mark cannot be used to secure a pass if the lecture component is failed or vice versa. In cases where this standard is not achieved, the final grades assigned will either be the calculated grade or 47%, whichever is less.

6.3 Lecture Component

LECTURE COMPONENT

ONLINE QUIZZES:

The online quizzes are meant to ensure that students keep up with and have a chance to assess their understanding of the lecture material. Although these assignments are online,

and are not proctored, **STUDENTS ARE EXPECTED TO ANSWER THE QUESTIONS BY THEMSELVES**. The goal of the quizzes is to have students review and reflect on the material, and facilitate studying for the midterm and final exam in a lower-stakes format. As such, students will be given **three attempts** at the quiz over a period of one week. For each attempt, you will see your overall grade and the mark you received for each question (from which you can determine which questions you answered correctly and which you answered incorrectly) immediately after submitting the quiz. **The highest attempt out of the 3 will be used in the overall grade calculation.** The time limit for each quiz attempt is 1 hr. Extra time for students with accommodations will be set up automatically on Courselink once they register with SAS. Since the questions are randomly selected, **each attempt will have different questions** but on the same theme.

Access to grades, answers and feedback: Students will be granted access to the feedback and answers to the quiz questions on the day following the closing of the quiz. Questions about the grades must be made to the instructor within a period of one-week following that. **Please note that feedback, explanations, or answers cannot be provided while the quiz is open.** Please email your questions regarding specific quiz questions **ONLY** after reviewing the marking scheme once it has been released.

Deferrals policy: The quiz cannot be extended beyond the one week period it is open as answers are set to be released immediately following the closure of each quiz. Students with medical or compassionate issues that **cover the entire one-week period the quiz is open** will be granted a changed mark weighting. The value of quizzes missed will be added to the value of the final exam. Please inform the instructor within **one week** of the end of the assignment deadline. Documents may be required. Be sure you have access to a working computer with a stable Internet connection. **Technical problems are not grounds for a deferral.**

MIDTERM EXAM:

Date: Saturday, October 21, 2023

In-person

Time: 1:00-2:30 PM (90 min)

Room: ROZH 101, 102, 103, 104 & 105 (Room assignments will be released closer to the exam date)

STUDENTS MUST NOTIFY THE INSTRUCTOR OF ANY ACADEMIC OR VARSITY SPORTS RELATED CONFLICTS BY Friday, September 22. Academic conflicts are courses, labs, or exams that are scheduled at the exact same time. In case of varsity sports related conflicts, the coach of your team must confirm the conflict with the instructor. Please copy your coach when emailing your requests. **Work commitments are not considered conflicts and will not be accommodated.**

Access to grades, answers and feedback: Students will be granted access to their grades

and answers to the midterm once all exams have been graded. Questions about the grades must be made to the instructor within one week of the midterm being available for return.

Deferrals policy: Students who have an academic or varsity sports related conflict with the midterm time will be granted an alternate midterm.

Students who miss the midterm due to a medical or compassionate reason will also be allowed an opportunity to write the alternate midterm. Please inform the instructor as soon as possible if you miss the midterm due to a valid medical or compassionate reason. Accommodation forms from Program Counselors or documentation may be **required**.

Only one alternate exam date will be provided. The alternate midterm is usually held on the Monday following the regular midterm date. The exact date and time will be announced later.

If a student misses the alternate exam as well, the final exam will be reweighted to 65%, provided there is a valid reason for missing both the regular exam and the alternate exam.

FINAL EXAM:

DATE: Thursday, December 7, 2023

In-person; Rooms:TBA

This exam will **cover the entire course (lectures 1-24)**, with strong emphasis on the material covered after the midterm examination. A **metabolic chart** will be posted on CourseLink and provided at the final examination. The chart shows chemical structures organized into metabolic pathways, but it does not show compound or enzyme names, reaction stoichiometries and mechanisms, etc. Students are expected to be familiar with these, as outlined in the Learning Outcomes for the course.

Deferral Policy: If you are unable to write the final exam at the scheduled time due to a valid medical or compassionate reason, **please contact your program counsellor as soon as possible to apply for a deferred exam**. Deferred exams will be held during the deferred exam period scheduled by the Registrar's Office the following semester. Instructors are not able to provide alternate exam times for final exams.

Technology in all exams: Students may use a numerical calculator with ln and log functions for exams. Advanced calculators, computers, tablets or smart phones may **not** be used.

6.4 Laboratory Component

Laboratory sessions are designed to relate to the lecture content and to introduce students to

proper scientific recording of data and analysis of results.

Lab completion:

Students must complete at least 4 labs out of total 5 to pass the course.

Safety Video and Micropipetting Video are posted on Courselink. Watch the two videos and take the two quizzes during the week of Sept 11. In-person Laboratory sessions begin the week on September 19 (see Laboratory Schedule)

Location:

SSC 3110/3111/3112 (If you are unfamiliar with the Summerlee Science Complex, it is highly recommended that you go and familiarize yourself with the route to the BIOC*2580 teaching labs on the third floor in the east wing.)

Lab Manual:

You must buy a Lab manual before you come for Lab 1. You will receive an email detailing when, where and for how much you can buy it. You must bring it to each lab period.

Lab Preparation:

Make sure to come prepared to the labs. Read the Lab Manual and watch the videos of the experiments posted on the Courselink before coming to the lab.

Lab Quizzes:

The first 10 minutes of each Lab period are designated for the Lab quiz. Please be on time or you will miss the quiz and a grade of zero will be assigned to your that day's Lab quiz. The Lab quiz will be based on the theory of the experiments for that day's lab.

Lab Write-up Submission:

The Lab write-up must be completed and submitted into the Dropbox on Courselink within 24 hours of completion of the lab.

Lab exemptions:

If you have earned a passing lab grade in a previous attempt at BIOC*2580 within the last 12 months, you may apply for a lab exemption. Send your request to bioc2580@uoguelph.ca (put *Lab exemption* on the Subject line). **You do not have a valid lab exemption unless you have received confirmation that it has been granted.**

Lab section number:

The last 3 digits on your class schedule are your section number; e.g. for BIOC*2580*0110,

the section number is 110. Always put your section number and your TA's name in the subject line when you send an email regarding any lab issue to the course email ID bioc2580@uoguelph.ca.

Lab TA:

Each section will be assigned a TA and her/his email will be posted on the Courselink under the labs folder. You can also email your TA regarding any questions you have about the Lab.

Lab Grades:

Each Lab quiz grade and Lab write-up grade will be uploaded on the Gradebook in Courselink. Make sure to check them regularly. If there is any discrepancy between the actual grade and the recorded grade, bring it to your TA's attention promptly.

7 Course Statements

7.1 Themes

There are three main themes that run throughout this foundational course in biochemistry:

1. The principles of Physics and Chemistry can explain Biology.
2. The Structure and Function of biological molecules are inextricably connected.
3. Biochemistry is the link between biological Metabolism and its underlying Chemistry

7.2 Statement on the use of animals:

No animals are used directly in the laboratory exercises for BIOC*2580. However it is in the nature of biochemistry that some enzymes or biochemical substances may be derived from animal sources. Efforts have been made to reduce the use of animal related products by using equivalent enzymes or substances derived from microbial or plant sources, but in some cases it may be necessary to use these products

8 Department of Molecular and Cellular Biology

Statements

8.1 Academic Advisors

If you are concerned about any aspect of your academic program:

- Make an appointment with a program counsellor in your degree program. [B.Sc. Academic Advising](#) or [Program Counsellors](#)

8.2 Academic Support

If you are struggling to succeed academically:

- Learning Commons: There are numerous academic resources offered by the Learning Commons including, Supported Learning Groups for a variety of courses, workshops related to time management, taking multiple choice exams, and general study skills. You can also set up individualized appointments with a learning specialist.
<http://www.learningcommons.uoguelph.ca/>
- Science Commons: Located in the library, the Science Commons provides support for physics, mathematic/statistics, and chemistry. Details on their hours of operations can be found at: <http://www.lib.uoguelph.ca/get-assistance/studying/chemistry-physics-help> and <http://www.lib.uoguelph.ca/get-assistance/studying/math-stats-help>

8.3 Wellness

If you are struggling with personal or health issues:

- Counselling services offers individualized appointments to help students work through personal struggles that may be impacting their academic performance.
<https://www.uoguelph.ca/counselling/>
- Student Health Services is located on campus and is available to provide medical attention. <https://www.uoguelph.ca/studenthealthservices/clinic>
- For support related to stress and anxiety, besides Health Services and Counselling Services, Kathy Somers runs training workshops and one-on-one sessions related to stress management and high performance situations.
<http://www.selfregulationskills.ca/>

8.4 Personal information

Personal information is collected under the authority of the University of Guelph Act (1964), and in accordance with Ontario's Freedom of Information and Protection of Privacy Act (FIPPA) <http://www.e-laws.gov.on.ca/index.html>. This information is used by University officials in order to carry out their authorized academic and administrative responsibilities and also to establish a relationship for alumni and development purposes.

For more information regarding the Collection, Use and Disclosure of Personal Information policies please see the Undergraduate Calendar.
(<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/intro/index.shtml>)

8.5 Course Offering Information Disclaimer

Please note that course delivery format (face-to-face vs online) is subject to change up to the first-class day depending on requirements placed on the University and its employees by public health bodies, and local, provincial and federal governments. Any changes to course format prior to the first class will be posted on WebAdvisor/Student Planning as they become available.

9 University Statements

9.1 Email Communication

As per university regulations, all students are required to check their e-mail account regularly: e-mail is the official route of communication between the University and its students.

9.2 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. The grounds for Academic Consideration are detailed in the Undergraduate and Graduate Calendars.

Undergraduate Calendar - Academic Consideration and Appeals

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

Graduate Calendar - Grounds for Academic Consideration

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

Associate Diploma Calendar - Academic Consideration, Appeals and Petitions

<https://www.uoguelph.ca/registrar/calendars/diploma/current/index.shtml>

9.3 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 students (undergraduate, graduate and diploma) 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 their respective Academic Calendars.

Undergraduate Calendar - Dropping Courses

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

Graduate Calendar - Registration Changes

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/genreg-reg-regchg.shtml>

Associate Diploma Calendar - Dropping Courses

<https://www.uoguelph.ca/registrar/calendars/diploma/current/c08/c08-drop.shtml>

9.4 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.

9.5 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 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 Guelph students, information can be found on the SAS website
<https://www.uoguelph.ca/sas>

For Ridgetown students, information can be found on the Ridgetown SAS website
<https://www.ridgetownc.com/services/accessibilityservices.cfm>

9.6 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 encourages academic integrity. 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.

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

Graduate Calendar - Academic Misconduct

<https://www.uoguelph.ca/registrar/calendars/graduate/current/genreg/index.shtml>

9.7 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.

9.8 Resources

The Academic Calendars are the source of information about the University of Guelph's procedures, policies, and regulations that apply to undergraduate, graduate, and diploma programs.

Academic Calendars

<https://www.uoguelph.ca/academics/calendars>

9.9 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).
