

# Western HealthSciences

## School of Kinesiology

KIN 2993A

### Lifestyle, Individual, Fitness & Exercise (LIFE)

Fall 2026

#### Campus Supports

Western University is committed to a **thriving campus**. For help with:

- Both physical and mental health, go to [Wellness & Wellbeing](#)
- Studying with disabilities, go to [Accessible Education](#)
- Writing skills, go to the [Writing Support Centre](#)
- Learning skills and strategies, go to [Learning Development & Success](#)
- Contacting the ombudsperson, go to the [Office of the Ombudsperson](#)



Your course coordinator can also **guide you** to available campus resources and/or services.

#### Technical Requirements

 Stable internet connection       Laptop computer

#### Important Dates

| Classes Begin | Reading Week  | Classes End | Study day(s) | Exam Period    |
|---------------|---------------|-------------|--------------|----------------|
| September 9   | October 10-18 | December 9  | December 10  | December 11–22 |

**September 30** - [National Day for Truth and Reconciliation](#) (non-instructional day)

**\*September 17:** Add/drop date (no drop fee and the course will not appear on your transcript)

**\*November 30:** Last day to withdraw from course without academic penalty ('WDN' on transcript)

#### Contact Information

| Course Coordinator/instructor | Contact Information | Office Hours            |
|-------------------------------|---------------------|-------------------------|
| Dr. Molly Driediger           | mdriedig@uwo.ca     | Contact for appointment |

| Teaching Assistant(s) | Contact Information | Office Hours            |
|-----------------------|---------------------|-------------------------|
| TBD                   |                     | Contact for appointment |
|                       |                     | Contact for appointment |
|                       |                     | Contact for appointment |

**NOTE:** All course information including grades, assignment outlines, deadlines, etc. are

available via [OWL Brightspace](#). Download the Brightspace Pulse App to stay up-to-date on course communication and enable your notification settings within “Communications” in the top toolbar. Check the website regularly for course announcements. If you need assistance, visit [OWL Brightspace Help](#) or contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800.

### Calendar Course Description:

This course is an introduction to knowledge and techniques essential in designing exercise programs promoting individual active lifestyles. Using a variety of common exercise types, students will put into practice techniques to educate and motivate individuals to adopt an active healthy lifestyle to promote optimum health for all ages.

**Antirequisite(s):** [Kinesiology 2980A/B](#) (if taken in 2018-19); the former Kinesiology 2940Q/R/S/T; the former Kinesiology 2941Q/R/S/T.

**Prerequisite(s):** Completion of the first year Kinesiology program and registration in the School of Kinesiology.

**Extra Information:** 5 lecture/laboratory hours.

*Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.*

**NOTE: If you wish to enroll in this course without the stated pre-requisite(s), you must obtain written approval from the course instructor. The approval should then be forwarded to your academic counsellor.**

### My Course Description

This is a student-centered activity course. It is an introduction to the theory and techniques that form the foundation for designing exercise programs to promote active lifestyles for individuals across the lifespan. Students will gain practical experience and appreciation for diverse ways of moving by engaging in various indoor and outdoor physical activities and group exercise classes. Students are expected to apply theory and put into practice techniques used to develop and deliver group exercise classes and implement strategies to educate and motivate individuals to promote daily active living.

### Overarching Course Objective:

[Individuals need to enjoy moving to initiate and maintain engagement in physical activity for lifelong health and wellbeing.](#)

### Learning Outcomes

Upon successful completion of this course, you will be able to:

1. **Engage** in local community-based group exercise classes to **critically reflect, evaluate** and **compare** leadership styles, instructional practices and class design elements.

2. **Recognize and reflect** on the benefits of a physically active lifestyle by **gaining exposure** to new and different ways of moving by **participating** in local indoor and outdoor activities offered by community partners.
3. **Summarize** health behaviour change theories and psychological strategies and **apply** these to promote the initiation and maintenance of physical activity among individuals.
4. **Source, interpret,** compare and **critically appraise** fitness-related media and scholarly articles.
5. **Recognize and implement** the current Canadian 24-Hour Movement Guidelines when prescribing physical activity for individuals.
6. **Collaborate** with other students to **research, plan, and design** a safe and effective group exercise class.
7. **Coach and monitor** others through movement by **applying knowledge** of exercise technique, exercise equipment and training principles.
8. **Apply knowledge** of instructional strategies to motivate, educate, and engage participants in group and individual exercise.
9. Provide **constructive, effective strength-based feedback** to peers to share understanding while promoting physical activity.
10. **Translate and communicate health and exercise knowledge** succinctly using plain language for a general audience.

Delivery Mode: **Blended, ~5h/week**

| Component                              | Date(s)                                                                                                                   | Time        |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Lectures</b><br>In-person (1h/week) | Mondays<br><br>To do well in this course, students must attend lectures and participate in active learning opportunities. | 11:30-12:30 |

| Component                                                                          | Date(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Time                                |
|------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Labs</b><br>In-person (2h/week)                                                 | T/Th/F<br><br>Labs are set up as a <b>flipped classroom</b> . Students are expected to review the online content and lab instructions on Brightspace prior to attending each lab. Lab time is then used to engage in hands-on, collaborative activities that require application of the knowledge read or viewed prior (Educause, 2012).<br><br>Labs are movement-based. Expect to move, sometimes at higher intensities. Please dress in clothing that allows you to be comfortable engaging in physical activity. Clean, dry running shoes are required in the gym. | See schedule below.                 |
| <b>Online</b><br>Lab prep, activities, readings (~2h/week)                         | The <b>Content</b> tool in <b>OWL Brightspace</b> will be used to post lecture slides, outline lab tasks, learning objectives and resources. In addition to labs and lectures, expect to spend <b>1-2h each week</b> reviewing online information in preparation for labs, reading assigned articles and planning/engaging in independent field trips.                                                                                                                                                                                                                | Posted by Friday for following week |
| <b>Community engagement</b><br>Off-campus independent field trips (~1-4h/activity) | <b>*Independent off-campus field trips:</b><br>Students are expected to plan, schedule, prepare for, travel to/from and participate in these community-based experiences independently (or with classmates) outside of class time.                                                                                                                                                                                                                                                                                                                                    | Students schedule independently     |

### Laboratory Schedule (TBD):

| Lab section <sup>1</sup> | Day | Time        | GTA |
|--------------------------|-----|-------------|-----|
| 002                      | Tu  | 2:30-4:30   |     |
| 004                      | Th  | 10:30-12:30 |     |
| 005                      | F   | 11:30-1:30  |     |

<sup>1</sup> Due to a strict maximum number of students in each laboratory section, students are not permitted to attend alternate lab sections. YOU MUST ATTEND THE SESSION YOU ARE REGISTERED FOR. There are no make-up sessions for missed labs.

## Course Content and Tentative Schedule

| Week                   | Lecture                                         | Online Lab Prep                                | Lab                                                                                                     | Evaluation          |
|------------------------|-------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------|
| Sept. 9 <sup>th</sup>  | N/A                                             | Read syllabus, browse OWL site                 | NO LABS                                                                                                 |                     |
| Sept. 14 <sup>th</sup> | Lecture 1<br>Ex program baseline                | Principles of training & exercise fundamentals | LAB 1<br>Select group & modality                                                                        |                     |
| Sept. 21 <sup>st</sup> | Lecture 2<br>Ex program goals                   | Warm-up and cool down                          | LAB 2                                                                                                   | Lab participation 1 |
| Sept. 28 <sup>th</sup> | Lecture 3<br>Test 1                             | Exercise variations                            | LAB 3<br><br>NO LABS WED<br>(Sept. 30 <sup>th</sup> -<br>National Day for<br>Truth &<br>Reconciliation) | Lab participation 2 |
| Oct. 5 <sup>th</sup>   | Lecture 4                                       | Instructor cues                                | LAB 4                                                                                                   |                     |
| Oct. 12 <sup>th</sup>  | Lecture 5                                       | Music                                          | LAB 5                                                                                                   | Lab participation 3 |
| Oct. 19 <sup>th</sup>  | <b>FALL READING WEEK</b><br>No labs or lectures |                                                |                                                                                                         |                     |
| Oct. 26 <sup>th</sup>  | Lecture 6<br>Ex program mid-point               | Exercise prescription                          | LAB 6<br>Lab task:<br>Exercise class rehearsal                                                          | Lab participation 5 |
| Nov. 2 <sup>nd</sup>   | Lecture 7<br>Test 2                             | Prep for presentation                          | LAB 7<br><br>Student-led lab                                                                            | Lab participation 6 |
| Nov. 9 <sup>th</sup>   | Lecture 8                                       |                                                | LAB 8<br><br>Student-led lab                                                                            |                     |
| Nov. 16 <sup>th</sup>  | Lecture 9                                       | Prep for presentation                          | LAB 9<br><br>Student-led lab                                                                            | Lab participation 7 |
| Nov. 23 <sup>rd</sup>  | Lecture 10                                      | Prep for presentation                          | LAB 10<br><br>Student-led lab                                                                           | Lab participation 8 |

|                       |                                                    |                       |                           |                         |
|-----------------------|----------------------------------------------------|-----------------------|---------------------------|-------------------------|
| Nov. 30 <sup>th</sup> | Lecture 11<br>Test 3                               | Prep for presentation | LAB 11<br>Student-led lab | Lab participation<br>9  |
| Dec. 7 <sup>th</sup>  | Lecture 12<br>Final Ex program<br>Final Reflection |                       |                           | Lab participation<br>10 |

### Course Materials You Must Acquire and Their Costs

- **No textbook required.**
- All activities offered through community partners for the Independent Field Trips are **complimentary** (no charge). We are fortunate to have funding for this course and amazing partnerships. **Students who choose to engage in an activity that is not provided through a partnered organization will be responsible for paying the costs associated with that activity.** Cost is activity dependent.

### Tips to Succeed in this Course:

- Read the course outline!
- Review the online content prior to your lab. Stay up to date on this. Prepare in advance for lab by completing the pre-lab tasks.
- Attend and participate in lectures. Apply content during active learning opportunities.
- Attend and participate in labs. Collaborate. Apply content. Move! Coach! Get feedback.
- Put the independent field trips into your calendar now. Make a plan, complete them early in the semester. This will help you prepare for other assignments (group exercise class delivery) and give you time when things pile up and get hectic later in the semester.
- Prepare to submit videos before you engage in each community-based activity. Know the information you need to provide in each video.
- Put the assignment due dates into your calendar now. Review the assignments and ask questions now. Know what needs to be done and when it needs to be submitted.
- Follow the rubrics. They tell you exactly what you need include.
- **Make friends, work together, have fun!**
- **Practice, practice, practice!**

### \*Independent Field Trips:

Students are responsible for attending two (2) community-based activities for this course, including:

1. **One YMCA exercise class** between **September 15 and October 31** (***note that this must be completed at the start of the semester***). This will allow students to experience a structured in-person group exercise class prior to leading their own. Reflection on this experience will help students succeed on their final group exercise practical.
2. **One activity** to be selected from a variety of “menu” options provided by participating local partnered organizations (e.g., Boler Mountain, Junction Climbing, Adrenaline MMA, etc.) between **September 8 and December 1** to complete the *Choose Your Own Adventure (CYOA) Infographic*.

The following points apply to all field trip components:

- **Field trip forms (waivers for liability)** must be signed and **submitted to OWL Assessments BEFORE traveling to EACH of the off-campus facilities for the first time.** Students are required to submit 2 separate forms. These can be submitted at any time prior to traveling to each activity.
- **For each independent field trip, students must submit a 10-30 second video as**

evidence of their engagement (worth 2.5% each). Video must show location/organization, activity, include the student in the video and have a time stamp that matches date listed on field trip form.

- **Students who do not submit the field trip form prior to traveling to the activity and/or fail to submit a video will receive a grade of zero on the 2.5% video submission.** Both components must be submitted to be graded.
- **Students will require the use of a bus pass, or a reliable method of transportation, to travel** to/from YMCA facilities and other London-based community organizations. Again, complete the field trip form prior to travel.
- It is expected that each student arrives at the activity prepared to engage fully and dressed appropriately.
- Students are expected to fully participate in each field trip activity or exercise class. Those who are unable to physically participate must obtain approved academic considerations and discuss options with Dr. Driediger.
- Students are expected to be respectful of the facility, any instructors/coaches and other participants or clientele. You are representing Western and the School of Kinesiology. Reports of inappropriate behavior will result in a grade of zero on your assignment and any deviations to the Student Code of Conduct will result in disciplinary action.
- **Most importantly, try something new and have fun!!!**

The following points apply to the YMCA field trip only:

- Each student will receive a **complimentary limited-time membership** to attend one or two group fitness classes at any London YMCA during **September and October** only. Students will choose the YMCA location and class(es) they wish to attend. You may attend two, but note that only one video must be submitted for this assignment.
- Students are encouraged to arrive **30-45 minutes prior to their class** to obtain their membership card and have their picture taken.

#### **Course Conduct:**

Students are expected to attend all lectures and labs (see *course-specific conditions below*), to be prepared and on-time, to demonstrate effortful engagement and professional and collaborative conduct at all times.

**The lab work is often completed within a group.** It is critical that students attend the first lab when groups are formed. *Follow up quickly with instructors if you have enrolled in the course late.*

*Students are expected to contribute equally to their group work.* For all absences, students are expected to connect with peers to gather any missed content and continue to contribute to their group work.

#### **Etiquette:**

I prefer to be addressed by my professional title (Dr.); however, it is acceptable to use the first names of your graduate teaching assistants (GTAs). If you have a preferred name or pronoun that we get wrong, or if we mispronounce your name, please correct us. We wish to foster a respectful learning space where all students feel welcome and comfortable to ask questions, share ideas and diverse perspectives. I expect students and instructors to be respectful and supportive of each other at all times.

## Assessments and Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated.

| Assessment                                                                                                                                                                     | Weight                       | Description                                                                                                                                                                                                                                                                                                                                                            | Learning Outcome                                        | Flexibility/Due Date                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>LAB PARTICIPATION</b>                                                                                                                                                       | <b>20%</b>                   |                                                                                                                                                                                                                                                                                                                                                                        |                                                         |                                                                                                       |
| <b>Lab Participation</b>                                                                                                                                                       | 10%                          | <p>Students will work to complete hands-on assignments and fulfill learning objectives.</p> <p>1 mark = proof of lab task completion <i>during lab time</i> (not accepted at any other time).</p> <p>Mark achieved on <b>best 9 of 10 labs</b> will be applied to final grade. Each lab is worth ~1.66%.</p>                                                           | <p>3-10</p> <p>Drop lowest</p>                          | <p><b>Assessed at end of each lab, starting Week of Sept. 15th. There are a total of 10 labs.</b></p> |
| <b>General Exercise program</b> <ol style="list-style-type: none"> <li>1. Baseline</li> <li>2. Goals</li> <li>3. Mid-point</li> <li>4. Final</li> <li>5. Reflection</li> </ol> | 10%, each component worth 2% | <p>Using a template, students independently record, plan and track their own exercise, evaluate and adjust the plan to achieve their unique SMART goals. Full marks (2% each) if students meet the criteria outlined in Brightspace for each component.</p>                                                                                                            | No flexibility                                          | <b>Due when stated on Brightspace.</b>                                                                |
| <b>COMMUNITY ENGAGED INDEPENDENT LEARNING ASSESSMENTS</b>                                                                                                                      | <b>25%</b>                   | Students must complete at least 2 community field trips.                                                                                                                                                                                                                                                                                                               |                                                         |                                                                                                       |
| <b>YMCA group exercise class video submission</b><br><br><b>*Independent Field Trip Assignment</b>                                                                             | 2.5%                         | <p>After submitting their field trip form, students will independently visit a local London YMCA location of their choice to participate in one exercise class. Students will reflect on this experience independently to inform their own group exercise instruction and delivery.</p> <p>A 10-30 second video of the student at the YMCA before, during or after</p> | <p>1, 3, 5, 8, 9, 10</p> <p>72-hour no late penalty</p> | <b>Oct. 31<sup>st</sup></b>                                                                           |

|                                                                                                                  |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                               |                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                  |                   | the exercise class will be submitted.                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                               |                                                                                                                                                           |
| <p><i>Choose Your Own Adventure (CYOA) video submission</i></p> <p><b>*Independent Field Trip Assignment</b></p> | 2.5%              | <p>Get active! After submitting their field trip form, students will discover local settings and organizations that offer opportunities for physical activity to explore and appreciate different ways of moving. On their own time, students will be required to engage in a London-based activity from a menu of options.</p> <p>A 10-30 second video of the student at the community organization before, during or after the physical activity will be submitted.</p> | <p>2, 3, 4, 8, 10</p> <p><i>72-hour no late penalty</i></p>                                                   | <b>Dec. 1</b>                                                                                                                                             |
| <p><i>Choose Your Own Adventure (CYOA) Infographic</i></p>                                                       | 20% - infographic | Students will be required to reflect on their CYOA experience to create and submit a unique report as an <b>infographic</b> .                                                                                                                                                                                                                                                                                                                                             | <i>72-hour no late penalty</i>                                                                                | <b>Dec. 4</b>                                                                                                                                             |
| <b>PRACTICAL GROUP ASSESSMENTS</b>                                                                               | <b>35%</b>        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                               |                                                                                                                                                           |
| <p><i>Warm-up presentation</i></p>                                                                               | 5%                | <p>In <b>groups</b>, students will instruct and lead a warm-up that aligns with their selected fitness modality.</p> <p>Students who engage in the warm-up will provide strength-based (SB) feedback to the presenting group. This will be marked but worth a minimal amount to help students succeed on the final practical and SB feedback delivery.</p>                                                                                                                | <p>3, 4, 6, 7, 8, 9, 10</p>                                                                                   | <p><b>Presented as scheduled during lab time at the start of labs 3-5</b></p> <p><i>*Groups, modalities and schedules are determined in first lab</i></p> |
| <p><i>Group Exercise Class Presentation</i></p> <p><b>Final Practical</b></p>                                    | 25%               | In groups, students will be required to instruct and lead a group exercise class of their design (worth 20%).                                                                                                                                                                                                                                                                                                                                                             | <p>1, 3, 4, 5, 6, 7, 8, 9, 10</p> <p><i>Designated Assessment - Must provide documentation if absent.</i></p> | <b>Presented as scheduled during lab time in last 4-5 weeks of labs</b>                                                                                   |

|                                         |            |                                                                                                                         |                               |                                                               |
|-----------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------|
| <b>Strength-Based Feedback Delivery</b> | 3%         | Students who engage in each student-led exercise class will deliver strength-based feedback to the student instructors. | 5, 8, 9, 10                   | <b>As scheduled during lab time in last 4-5 weeks of term</b> |
| <b>Peer Evaluation</b>                  | 2%         | Students will provide an evaluation of each of their group members based on contribution to all group assignments.      | Flexibility not applicable.   | <b>Dec. 9</b>                                                 |
| <b>TESTS</b>                            | <b>20%</b> |                                                                                                                         |                               |                                                               |
| <b>Quizzes</b>                          | 20%        | Best 2 of 3 in-person lecture quizzes.                                                                                  | 3, 5, 8, 9<br><br>Drop lowest | <b>1. Sept. 29<br/>2. Nov. 2<br/>3. Nov. 30</b>               |

#### ☑ **Lab Participation (10%)**

- **Format:** Weekly laboratory tasks (exit tickets) completed during lab time only. Graded for completion (not correctness).
- **Content:** Topics covered online in pre-lab preparation and during lab.
- **Flexibility:** You must attend the entire laboratory session and complete the lab task to earn ~1% each for 10 out of 11 in-person laboratory sessions scheduled throughout the semester. Thus, you may miss one laboratory session without penalty. This includes any missed laboratory sessions, with or without academic considerations.
- **Conditions:** No make-ups, extensions or rescheduling of labs. If a student experiences an extenuating circumstance, students must submit their request for consideration through the Student Absence portal. **Students must not provide medical or compassionate documentation to the instructor(s).** If more than one lab is missed without approved academic considerations, only the first missed session will be dropped and a grade of zero will be assigned to all others. If academic considerations are approved for missed sessions, the weight(s) will be redistributed onto the completed labs. The laboratory component is critical for meeting the learning objectives for the course. **Therefore, students must attend and complete at least 8 labs to pass the course. If a student misses more than 3 labs (with or without academic considerations), that student will receive an 'F' (fail) in the course.**

#### ☑ **Community Engaged Independent Learning Assessments (25%)**

- **Format:** 2 x field trip form submission (waivers of liability – no marks), 2 x video submission (2.5% each) and one CYOA infographic (20%) to be submitted on Brightspace. Videos are intended to provide evidence of participation in each community-based activity. Video content must clearly identify the location, time, activity and include the student. Graded based on Brightspace rubric.
- **Flexibility:** Should extenuating circumstances arise, students are permitted to submit the assignment up to 72 hours past the deadline without a late penalty. No Academic Consideration is required for this extension.
- **Conditions:** If a field trip form and/or video is not submitted, the student will receive zero on that field trip assignment. Both components must be submitted to be graded. Students submitting their assessment beyond the extended deadline will

receive a zero. Academic Consideration requests may be granted only for extenuating circumstances that began before the deadline and lasted longer than the extension. **Students must not provide medical or compassionate documentation to the instructor(s).**

☑ **Group Presentations (35%)**

- Format: In-person, during lab time; **date of presentation selected in first lab**; 50 min.
- **Flexibility:** Not applicable. This assessment has been designated as being central to the assessment of learning outcomes in this course (designated assessment).
- **Conditions:** No make-ups or extensions. Presentations may be rescheduled on an individual basis with approved academic considerations only. Documentation must be provided for any extenuating circumstances. As with any extenuating circumstance, students must submit their request for consideration with supporting documentation through the Student Absence portal. Only the student with extenuating circumstances must submit. Other students in the group will have the opportunity to continue with their scheduled presentation.

☑ **Quizzes (20%)**

- **Format:** In-class, on paper on TBD.
- **Flexibility: Drop lowest grade:** There are 3 quizzes in total. However, only the top 2 scores will be counted, each worth 10%. This allows you to miss one quiz without penalty. This includes any missed quiz, with or without academic considerations.
- **Conditions:** There are no make-ups or extensions. If more than one quiz is missed without approved academic considerations, only the first missed quiz will be dropped and a grade of zero will be assigned to all others. If academic considerations are approved for missed quizzes, the weight(s) will be redistributed onto the completed quizzes. The quizzes are flexible assessments that are not eligible for undocumented absences. With approved accommodations, if all quizzes are missed, the student will write a 3h special make-up exam in January.

**General information about assessments**

- ☑ All assignments are due prior to 23:55 EST unless otherwise specified.
- ☑ Academic consideration requests must be submitted within 48h of the due date. Requests must be submitted through the Student Absence Portal.
- ☑ Students are responsible for ensuring that the correct file version is uploaded; incorrect submissions including corrupt files could be subject to late penalties (see below) or a zero.
- ☑ Written assignments will be submitted to Turnitin (statement in policies below).
- ☑ Students will have access to Turnitin reports before their submission is graded. Students may have 2 submissions to Turnitin.
- ☑ Group projects are expected to be a group effort. This means that all students in the group will receive the same grade. It also means that all students will receive the same penalty if any portion of the project is determined to be plagiarized.
- ☑ A student might not receive the same grade as their group members if it is determined that the distribution of work was not equal. Students are expected to create and sign a group contract at the start of term to commit to identified group roles and responsibilities. Students will also have the opportunity to provide a peer evaluation of their group member's contribution to assignments.
- ☑ **After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days.**

- ✓ Prior to the filing of a written request for relief, students must attempt to resolve the concern regarding a mark or grade through informal consultation with the instructor. If the student is dissatisfied with the decision of the instructor or does not receive a decision from the instructor, a written request for relief must be submitted to the Undergraduate Chair of the School offering this course, within three (3) weeks from the date that the mark was issued.

The table below outlines University-wide grade descriptors.

| Letter grade | Number grade | Description                                                     |
|--------------|--------------|-----------------------------------------------------------------|
| A+           | 90-100       | One could scarcely expect better from a student at this level   |
| A            | 80-89        | Superior work which is clearly above average                    |
| B            | 70-79        | Good work, meeting all requirements, and eminently satisfactory |
| C            | 60-69        | Competent work, meeting requirements                            |
| D            | 50-59        | Fair work, minimally acceptable                                 |
| F            | below 50     | Fail                                                            |

### **Rounding of Grades** (for example, bumping a 79 to 80%)

This is a practice some students request. The final grade documented is the grade that you have achieved. There is no rounding to the next grade level, or 'giving away' of marks. Please don't ask me to do this for you; the response will be "please review the course outline where this is presented".

**INC (Incomplete Standing):** If a student has been approved by the Academic Advising Office (in consultation with the instructor/department) to complete term work at a later date, an INC will be assigned. Students with INC will have their course load in subsequent terms reduced to allow them to complete outstanding course work. Students may request permission from Academic Advising to carry a full course load for the term the incomplete course work is scheduled.

**SPC (Special examination):** If a student has been approved by the Academic Advising Office to write a Special Examination and the final exam is the only outstanding course component, an SPC will be assigned. If the class has a makeup exam, the student is expected to write the makeup exam. If the class doesn't have a makeup exam or the student misses the makeup exam for reasons approved by the Academic Advising Office, the student will write the exam the next time the course is offered. Outstanding SPCs will reduce the course load for the term the exam is deferred as outlined in [Types of Examinations](#) policy

## Academic Policies and Statements

### **Support Services**

There are various support services around campus and these include, but are not limited to:

1. Academic Support and Engagement - <http://academicsupport.uwo.ca>
2. Wellness and Well-being - <https://www.uwo.ca/health/>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombuds Office -- <http://www.uwo.ca/ombuds/>

The websites for Registrarial Services (<http://www.registrar.uwo.ca>), and the same for affiliated university colleges when appropriate, and any appropriate Student Support Services (including the services provided by the USC listed here: <http://westernusc.ca/services/>) and the Student

Development Services, should be provided for easy access.

Students who are in emotional/mental distress should refer to Mental Health@Western (<https://www.uwo.ca/health/>) for a complete list of options about how to obtain help.

### **Statement on Gender-Based and Sexual Violence**

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at:

[https://www.uwo.ca/health/student\\_support/survivor\\_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html).

### **Statement on Harassment and Discrimination**

Western is committed to providing a learning and working environment that is free of harassment and discrimination. All students, staff, and faculty have a role in this commitment and have a responsibility to ensure and promote a safe and respectful learning and working environment. Relevant policies include Western's Non-Discrimination/Harassment Policy (M.A.P.P. 1.35) and Non-Discrimination/Harassment Policy – Administrative Procedures (M.A.P.P. 1.35). Any student, staff, or faculty member who experiences or witnesses' behaviour that may be harassment or discrimination **must report the behaviour** to the Western's Human Rights Office. Harassment and discrimination can be human rights-based, which is also known as EDI-based, (sexism, racism, transphobia, homophobia, islamophobia, xenophobia, antisemitism, and ableism) or non-human rights-based (personal harassment or workplace harassment).

### **Student Code of Conduct**

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at Western University, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed and set out the disciplinary procedures that the University will follow. For more information, visit <https://www.uwo.ca/univsec/pdf/board/code.pdf>

### **Absence from Course Commitments**

Students must familiarize themselves with the Policy on [Academic Consideration – Undergraduate Students in First Entry Programs](#)

Students missing course work for medical, compassionate, or extenuating circumstances can request academic consideration by completing a request at the [central academic consideration portal](#). Students are permitted one academic consideration request per course per term **without** supporting documentation. Note that supporting documentation is **always** required for academic consideration requests for examinations scheduled by the office of the registrar (e.g., December and April exams) and for practical laboratory and performance tests (typically scheduled during the last week of the term).

Students should also note that the instructor may **designate** one assessment per course per term that requires supporting documentation. This designated assessment is described elsewhere in this document. Academic consideration requests may be denied when flexibility in assessment has already been included. Examples of flexibility in assessment include when there are assessments not required for calculation of the final grade (e.g. 8 out of 10 quizzes), when there is flexibility in the submission timeframe (e.g. 72 hour no late penalty period), or when timed assessments (e.g., quizzes) are available over an extended period of time (e.g., when you are given a 72 hour time period to start – and finish – the assessment).

Please note that academic considerations in this course are granted by the academic advisors in your home unit and implemented by the instructor of this course in accordance with information presented in this course syllabus. Supporting documentation for academic considerations for absences due to illness should use the [Student Medical Certificate](#) or, where that is not possible, equivalent documentation by a health care practitioner. If your absence relates to accommodations that are already supported by [Accessible Education](#), please work with your accessible education counsellor regarding your missed course work.

### **Accommodation for Religious Holidays**

Students should review the policy for [Accommodation for Religious Holidays](#). Where a student will be unable to write examinations and term tests due to a conflicting religious holiday, they should inform their instructors as soon as possible but not later than two weeks prior to writing the examination/term test. In the case of conflict with a midterm test, students should inform their instructor as soon as possible but not later than one week prior to the midterm.

### **Special Examinations**

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examination dates. The Faculty of Health Sciences has set School-specific dates for these Special Examinations. Please speak with your instructor about the date on which the Special Examination for this course will be held.

### **Scholastic Offences**

Scholastic offences are taken seriously and students are directed to read the policy on [Scholastic Discipline for Undergraduate Students](#).

### **Plagiarism**

Student work is expected to be original. Plagiarism is a serious academic offence and could lead to a zero on the assignment in question, a zero in this course, or your expulsion from the university. You are plagiarizing if you insert a phrase, sentence or paragraph taken directly from another author without acknowledging that the work belongs to him/her. Similarly, you are plagiarizing if you paraphrase or summarize another author's ideas without acknowledging that the ideas belong to someone else. All papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and Turnitin.com ([www.turnitin.com](http://www.turnitin.com)).

### **Use of Artificial Intelligence for the Completion of Course Work**

Within this course, you may only use artificial intelligence tools (e.g., "ChatGPT") in ways that are specifically authorized by the course instructor. All submitted work must reflect your own thoughts and independent written work.

### **Re-submission of Previously Graded Material**

Without the explicit written permission of the instructor, you may not submit any academic work for which credit has been obtained previously, or for which credit is being sought, in another course or program of study in the University or elsewhere.

### **Use of Statistical Pattern Recognition on Multiple Choice Exams**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

### **Accessibility Statement**

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#). If you think you may qualify for ongoing accommodation (e.g. separate room to write exams, flexibility with deadlines, etc.) that will be recognized in all your courses, we encourage you to visit [Accessible Education](#) for more information.

### **Correspondence Statement**

The centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at their official university address is attended to in a timely manner. Students are further expected to attend to announcements presented through Brightspace, and to read emails generated in this way.

### **Use of Electronic Devices**

#### **During Exams**

Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices (e.g., cell phones, tablets, cameras, smart glass, smart watches, or iPods) during ANY tests, quizzes, midterms, examinations, or other in-class evaluations. **These devices MUST either be left at home or with your belongings at the front of the room. They MUST NOT be at your test/exam desk or in your pocket. Any student found with a prohibited device will be referred for investigation of a Scholastic Offence, per the policy listed above. The typical first-offence penalty for possession of a prohibited device is zero on the test or exam.**

#### **During Lectures and Tutorials**

Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class.

### **Copyright and Audio/Video Recording Statement**

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.

### **Contingency Plan for an In-Person Class Pivoting to 100% Online Learning**

In the event of a situation that requires this course to pivot to online content delivery, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on Brightspace for students to view at their convenience). The grading scheme will **not** change. Any remaining assessments will also be conducted online as determined by the course instructor.

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures under the Code of Student Conduct.

### **Online Proctoring**

Tests and examinations in this course may be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide **personal information** (including some biometric data) and the session will be **recorded**. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service. More information about this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: <https://remoteproctoring.uwo.ca>.

### **Academic Appeals and Scholastic Offences**

Students can file a **request for relief from academic decisions** if the request is based on one or more grounds listed in the policy. Students can read more about the policy [here](#) and a link to the procedures is listed in the Support Services sections of this document.

Students may **appeal** some academic and scholastic disciplinary decisions by a Dean or their designate, to the Senate Review Board Academic (SRBA). Students can read more about the policy [here](#) and a link to the procedures is listed in the Support Services section of this document.