1 Course Details

1.1 Calendar Description

A detailed, critical review of an area of study related to the specialization of students in the MSc by course work and major paper option that includes analysis and interpretation of relevant data.

1.2 Course Description

This course may span 1 or 2 semesters and constitutes the major independent research project of the student's program. The project should involve ca. 2-3 months of data collection, summary, and analysis but will also require some background preparation. It may involve experimental work, or research and planning for policy analysis or development. The final product could be (but is not limited to) in the format of a manuscript suitable for publication in a refereed journal. Other examples of final products could be a report, standard operating procedure, white paper or set of guidelines. The project should involve critical analysis and interpretation of information at the graduate level.

1.3 Timetable

Contact your advisor for course timetable requirements.

COVID-19 Disclaimer: please be aware that the information on course delivery, accessibility and examinations presented in this outline were developed based on current University guidelines. However, due to the continuously evolving situation and resulting changes in public health recommendations, the format and delivery of this course may be revised with limited notice.

1.4 Final Exam
No final exam.

2 Instructional Support

2.1 Instructional Support Team

Course Co-ordinator: Niel Karrow
Email: nkarrow@uoguelph.ca
Telephone: +1-519-824-4120 x53646
Office: ANNU 123

3 Learning Resources

3.1 Required Resources

Required Resource (Other)
Each student's faculty advisor is the primary resource for this course.

4 Learning Outcomes

This course is broadly configured to allow students an opportunity to work with a faculty member in a one-on-one situation. Learning outcomes vary widely depending upon the project that is defined between the advisor and the student. That being said, by the end of the course, students may have been involved in experimental work or research, with the final product being (but not limited to) a manuscript suitable for publication, report, standard operating procedure, white paper or set of guidelines having involved critical analysis and interpretation of information at the graduate level.

5 Teaching and Learning Activities

To be developed and mutually agreed upon with the faculty advisor

6 Assessments
6.1 Marking Schemes & Distributions

<table>
<thead>
<tr>
<th>Name</th>
<th>Scheme A (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Background preparation</td>
<td>10</td>
</tr>
<tr>
<td>Attention to detail and level of organization during data collection</td>
<td>10</td>
</tr>
<tr>
<td>Managing time and anticipating next steps in the data collection</td>
<td>5</td>
</tr>
<tr>
<td>Assuming an independent role for basic data summarization and analysis; level at which they understand their data set</td>
<td>10</td>
</tr>
<tr>
<td>Final Paper</td>
<td>65</td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
</tr>
</tbody>
</table>

6.2 Assessment Details

- **Background preparation (10%)**
  - How well the student used resources to understand the problem, prepare for designing the study and for collecting data

- **Attention to detail and level of organization during data collection (10%)**

- **Managing time and anticipating next steps in the data collection process (5%)**

- **Assuming an independent role for basic data summarization and analysis; level at which they understand their data set (10%)**

- **Final Paper (65%)**
  - Written in a format of a peer-reviewed journal article

7 University Statements

7.1 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.

7.2 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

7.3 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-regchg.shtml

Associate Diploma Calendar - Dropping Courses  
https://www.uoguelph.ca/registrar/calendars/diploma/current/c08/c08-drop.shtml

7.4 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.

7.5 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

7.6 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

7.7 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.

7.8 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

7.9 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 (https://news.uoguelph.ca/2019-novel-coronavirus-information/) and circulated by email.

7.10 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).

7.11 Covid-19 Safety Protocols

For information on current safety protocols, follow these links:

- https://news.uoguelph.ca/return-to-campuses/how-u-of-g-is-preparing-for-your-safe-return/
- https://news.uoguelph.ca/return-to-campuses/spaces/#ClassroomSpaces

Please note, these guidelines may be updated as required in response to evolving University, Public Health or government directives.