1 Course Details

1.1 Calendar Description

Fundamental aspects of plant and animal genetics are covered in this course including the chromosomal basis of inheritance, natural and artificial selection, domestication, epigenetics and quantitative traits. Population dynamics and the effect of selection on allele frequencies will be introduced with examples from agricultural crop and animal species and companion animal species. Genomics will be introduced with an emphasis on the development and use of molecular genetic markers in marker assisted selection.

Pre-Requisites: (BIOL*1050 or BIOL*1070), BIOL*1090

1.2 Course Description

Fundamental aspects of plant and animal genetics are covered in this course to provide a solid foundation for future courses in plant or animal genetics. This course reviews and covers the chromosomal basis of inheritance, natural and artificial selection, domestication, epigenetics, qualitative and quantitative traits. This course introduces population dynamics and the effect of selection on qualitative and quantitative traits with examples from agricultural crop and animal species and companion animal species. Genomics will be introduced with an emphasis on the development and use of molecular genetic markers in marker-assisted selection. This course includes experiential learning activities to reinforce lecture material and provide real examples of the concepts introduced in class. By the end of the course, you will have been introduced to everything from Mendel to modern molecular genetics.

1.3 Timetable

Classes are Monday / Wednesday / Friday from 12:30 to 1:20pm in ROZH (Rozanski Hall) Rm. 101. Details about class can be found in the "Content" section of the Courselink site. Seminars are in person activities, scheduled as shown below depending on which section you
are registered in. **Seminar attendance is required to receive a grade for each learning exercise. Seminars start the week of September 12.**

Sections 0101 and 0102 Fri 3:30-5:20pm

Sections 0103 and 0104 Tues 11:30am-1:20pm

Sections 0105 and 0106 Thurs 11:30am-1:20pm

Sections 0107 and 0108 Tues 3:30-5:20pm

Section 0109 and 0110 Thurs 3:30-5:20pm

Sections 0111 and 0112 Thurs 1:30-3:20pm

There are no seminars the week of the Fall Break (October 10th) or the last week of classes. Since the grade book and therefore grades are based on the section you are officially registered in, **you cannot switch sections after September 9 and you cannot temporarily attend a different section in any week.**

Note that this course is scheduled for in-person delivery as noted above. Pandemic restrictions in place at the time of each class must be followed by everyone according to the guidelines provided by the University and the local public health unit. This may include but not be limited to a vaccination requirement, proper use of appropriate PPE, hand sanitation, social distancing and other measures. Failure to comply with restrictions that are in place at the time of a class could result in the immediate cancelation of the class. Students would still be responsible for learning the material that was to be covered in that class regardless of the cancelation. In the event that the instructor is unavailable due to pandemic restrictions, pre-recorded lecture material from previous years may be posted in lieu of an in-person lecture.

**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

The final examination for MBG-2400 will be in person Thursday December 8, 2022 2:30 to 4:30 pm. Check Courselink for the details and where the examination will be held.

### 2 Instructional Support

This course is team taught by four instructors, two from Plant Agriculture - Drs. Wolyn and Lee - and two from Animal Biosciences - Drs. Robinson and Canovas - in that order. Drs. Wolyn and Lee with split the first half of the course teaching about 1/4 each while Drs. Robinson and Canovas will teach the second half of the course, also about 1/4 each. Dr. Andy
Robinson is also the course coordinator from Animal Biosciences. Contact Andy via the course email, mbg2400@uoguelph.ca, for all concerns regarding scheduling, academic consideration and grade inquiries.

2.1 Instructional Support Team

**Instructor:** Andy Robinson  
**Email:** mbg2400@uoguelph.ca  
**Telephone:** +1-519-824-4120 x53679  
**Office:** ANNU 122  
**Office Hours:** See CourseLink or by appointment  
Andy is the course coordinator so any emails about academic consideration, scheduling, grades etc should be sent to Andy using the course email mbg2400@uoguelph.ca

**Instructor:** Elizabeth Lee  
**Email:** mbg2400@uoguelph.ca  
**Telephone:** +1-519-824-4120 x53360  
**Office:** CRSC 223/225  
**Office Hours:** By appointment

**Instructor:** David Wolyn  
**Email:** mbg2400@uoguelph.ca  
**Telephone:** +1-519-824-4120 x53092  
**Office:** ECBA 4236  
**Office Hours:** By appointment

**Instructor:** Angela Canovas  
**Email:** mbg2400@uoguelph.ca  
**Telephone:** +1-519-824-4120 x56295  
**Office:** ANNU 125  
**Office Hours:** By appointment

2.2 Teaching Assistants

**Teaching Assistant (GTA):** Samla Cunha  
**Email:** scunha@uoguelph.ca

**Teaching Assistant (GTA):** Ashley Hornby  
**Email:** ahornby@uoguelph.ca

**Teaching Assistant (GTA):** Kristin Lee  
**Email:** klee32@uoguelph.ca

**Teaching Assistant (GTA):** Qazi Nisa  
**Email:** qnisa@uoguelph.ca

**Teaching Assistant (GTA):** Christiana Obari  
**Email:** cobari@uoguelph.ca

**Teaching Assistant (GTA):** Maryam Vazin  
**Email:** vazinm@uoguelph.ca

**Teaching Assistant (GTA):** Olivia Willoughby
3 Learning Resources

3.1 Required Resources

None (Textbook)

There is no required textbook for this course any longer. In past years we used:

“Genetic Analysis – An Integrated Approach” 2nd Custom Edition by Saunders and Bowman


You may be able to find copies of this book on the used market if you would really like to have a textbook that pertains to the course, primarily the first half of the course. Please note that different versions of the textbook are available in hardcover or softcover and including or excluding the online learning material provided by the publisher so be careful if you are looking on the used market.

3.2 Other Resources

Extensive use is made of Courselink. Seminar guides, instructional videos and other learning resources will be posted on Courselink. Check Courselink for the individual schedule and deadlines for the learning activities for your section since each section meets at different times and therefore may have different schedules and deadlines.

Course Technologies and Technical Support (Software)

System and Software Requirements

This course will use these technologies quite extensively and to varying degrees:

- CourseLink
- online meetings in Zoom and MS Teams
- Microsoft Office suite, most specifically MS Excel
- Respondus Lockdown browser and video camera

To help ensure you have the best learning experience possible, please review the list of system and software requirements, and make sure you have a Zoom account and a Teams account.
CourseLink System Requirements

You are responsible for ensuring that your computer system meets the necessary system requirements. Use the browser check tool to ensure your browser settings are compatible and up to date. (Results will be displayed in a new browser window).

http://spaces.uoguelph.ca/ed/system-requirements/ https://courselink.uoguelph.ca/d2l/systemCheck

CourseLink

This course is being offered using CourseLink (powered by D2L's Brightspace), the University of Guelph's online learning management system (LMS). By using this service, you agree to comply with the University of Guelph's Access and Privacy Guidelines. Please visit the D2L website to review the Brightspace privacy statement and Brightspace Learning Environment web accessibility standards.


Technical Support

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

Email: courselink@uoguelph.ca

Tel: 519-824-4120 ext. 56939 Toll-Free (CAN/USA): 1-866-275-1478

Support Hours (Eastern Time):

Monday thru Friday: 8:30 am–8:30 pm
Saturday: 10:00 am–4:00 pm
Sunday: 12:00 pm–6:00 pm

Zoom and Teams

This course may use Zoom and / or Teams for some meetings. Check your system requirements to ensure you will be able to participate.

https://opened.uoguelph.ca/student-resources/system-and-software-requirements
4 Learning Outcomes

4.1 Course Learning Outcomes

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

1. Demonstrate an ability to model the transmission of qualitative and quantitative variation in plant and animal phenotypes.
2. Demonstrate an understanding of methods of genetic analysis for plants and animals.
3. Demonstrate the ability to synthesize the current state of knowledge regarding the mechanisms of genetic variation in plants and animals.
4. Demonstrate an ability to model the transmission of qualitative and quantitative variation in plant and animal phenotypes.

5 Teaching and Learning Activities

Lectures:

As noted above, all classes are scheduled to be delivered in person. Each instructor has their own approach to teaching in person. Class content information will be posted on CourseLink throughout the semester. The proposed topics covered throughout the semester are presented below. Note that this list is a proposed list of topics provided as a guide and actual lecture content may vary due to class pace through the material, instructor preference, coordinating with seminar scheduling and unforeseen circumstances relating to the ongoing Covid-19 pandemic.

Seminars:

Seminars are two hours each week per section and are scheduled to be delivered in person. Note that we use the term "Lab" interchangeably with "Seminar" in this course but they are officially known as Seminars. There are nine learning activities throughout the semester, the first for one week and labs 2-5 have two activities each, spread over two weeks. The first learning activity is an Excel tutorial to brush up on Excel skills. For learning activities 2-5, the first week is devoted to an activity that will generate data or information required for the second week where the data will be analyzed. Details of the activities, requirements and deadlines for each assignment are posted on CourseLink. As noted above, students must attend the section for which they are scheduled in order to receive a full grade for that learning activity. If a student is unable to attend a seminar, they must contact the course coordinator (mbg2400@uoguelph.ca) and submit the academic consideration request form that can be found on CourseLink to request academic consideration. In the event of changing pandemic restrictions, the seminar activities may need to be changed with very short notice.
5.1 Lecture

Week 1 - September 12 - Wolyn

Topics: Plant and animal life cycles; Single gene inheritance

Week 2 - September 19 - Wolyn

Topics: Inheritance of multiple genes and their interactions; Recombination and linkage

Week 3 - September 26 - Wolyn

Topics: Recombination and linkage; Intro to population genetics, maternal inheritance, and polyploidy

Week 4 - October 3 - Lee

Topics: Extensions to Mendelism-Continued, Recombination & Linkage

Week 5 - October 10 - Lee

Topics: FALL BREAK, Genome Structure

Week 6 - October 17 - Lee

Topics: Reverse and Forward Genetics - October 22 is the end of the material for the midterm exam

Week 7 - October 24 - Robinson

Topics: Population Genetics, Hardy-Weinberg Equilibrium, Migration, MIDTERM EXAM SEPTEMBER 30

Week 8 - October 31 - Robinson

Topics: Single Locus Selection, Quantitative Traits

Week 9 - November 7 - Robinson

Topics: Quantitative Trait Selection
Week 10 - November 14 - Canovas

Topics: Quantitative Trait Selection, Genetic Diversity

Week 11 - November 21 - Canovas

Topics: Genetic Diversity, Predicting Genotypes

Week 12 - November 28 - Canovas

Topics: Predicting genotypes, Wrap-up and Review (Robinson and Canovas)

5.2 Lab

September 12

Topics: Cohort 1 (odd numbered sections) Lab 1 - Excel Skills in CRSC 121A

Cohort 2 (even numbered sections) NO LAB

September 19

Topics: Cohort 1 (odd numbered sections) Lab 2.1 Petunias and Corn - Genetic Ratios in CRSC 121B

Cohort 2 (even numbered sections) Lab 1 Excel Skills in CRSC 121A

September 26

Topics: Cohort 1 (odd numbered sections) Lab 2.2 Horse Colour Inheritance in CRSC 121A

Cohort 2 (even numbered sections) Lab 2.1 Petunias and Corn - Genetic Ratios in CRSC 121B

October 3
**Topics:**

Cohort 1 (odd numbered sections) Lab 3.1 Genetic Dissection of Corn Part 1 - Data Collection in CRSC 121B

Cohort 2 (even numbered sections) Lab 2.2 Horse Colour Inheritance in CRSC 121A

**October 10**

**Topics:**

**SHORT WEEK DUE TO FALL BREAK - NO LABS SCHEDULED**

**October 17**

**Topics:**

Cohort 1 (odd numbered sections) Lab 3.2 Genetic Dissection of Corn Part 2 - Data Analysis in CRSC 121A

Cohort 2 (even numbered sections) Lab 3.1 Genetic Dissection of Corn Part 1 - Data Collection in CRSC 121B

**October 24**

**Topics:**

Cohort 1 (odd numbered sections) Lab 4.1 Hardy-Weinberg Equilibrium - Data Collection in CRSC 121B

Cohort 2 (even numbered sections) Lab 3.2 Genetic Dissection of Corn Part 2 - Data Analysis in CRSC 121A

**October 31**

**Topics:**

Cohort 1 (odd numbered sections) Lab 4.2 Hardy-Weinberg Equilibrium Part 2 - Data Analysis in CRSC 121A

Cohort 2 (even numbered sections) Lab 4.1 Hardy-Weinberg Equilibrium Part 1 - Data Collection in CRSC 121B

**November 7**
Topics:

Cohort 1 (odd numbered sections) Lab 5.1 Mapping a Quantitative and Qualitative Trait - Data Collection in CRSC 121B

Cohort 2 (even numbered sections) Lab 4.2 Hardy-Weinberg Equilibrium Part 2 - Data Analysis in CRSC 121A

November 14

Topics:

Cohort 1 (odd numbered sections) Lab 5.2 Mapping a Quantitative and Qualitative Trait - Data Analysis in CRSC 121A

Cohort 2 (even numbered sections) Lab 5.1 Mapping a Quantitative and Qualitative Trait - Data Collection in CRSC 121B

November 21

Topics:

Cohort 1 (odd numbered sections) NO LAB

Cohort 2 (even numbered sections) Mapping a Quantitative and Qualitative Trait - Data Analysis in CRSC 121A

November 28

Topics:  
NO LABS SCHEDULED - Short week due to revised Thursday / Friday schedule

6 Assessments

6.1 Marking Schemes & Distributions

For the midterm exam, we may have an alternate midterm date in the week following the midterm for students who have approved academic consideration requests with appropriate documentation for missing the midterm. If a student is unable to write the midterm exam at the scheduled time, they may ask for academic consideration by submitting the academic consideration request form found on the Courselink site and their documentation to the
course coordinator (mbg2400@uoguelph.ca). If a student is granted academic consideration for the midterm exam, they should be prepared to write an alternate midterm exam between October 31 and November 3. Should a student be unable to write either the scheduled midterm or an alternate, then there are two options to resolve the midterm grade:

1. receive a grade of zero for the midterm or
2. write a special version of the final exam covering the entire course with a value of 70% of the final grade equally distributed between the material for the midterm (35%) and the material for the final exam (35%).

<table>
<thead>
<tr>
<th>Name</th>
<th>Scheme A (%)</th>
</tr>
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<tbody>
<tr>
<td>Seminars</td>
<td>30</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>35</td>
</tr>
<tr>
<td>Final Exam</td>
<td>35</td>
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<tr>
<td>Total</td>
<td>100</td>
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### 6.2 Assessment Details

**Seminars (30%)**

**Date:** See Section 5.2 above for details of activities

**Learning Outcome:** 1, 2, 3, 4

Seminars start the week of September 12 and meet weekly after that except for the short weeks at the Fall Study Break and the last week of the semester. Note that sections are paired up so that 2 different sections are meeting with 2 different TAs at the same time. Seminars are divided into cohorts. Cohort 1 is the odd numbered sections and cohort 2 is the even numbered sections. Cohorts alternate between CRSC 121A and 121B each week (see section 5.2 above). Each student needs to know which section they are in and attend the correct section in the correct location. Data collected in the learning activities varies by section so the correct answers to the learning activities differ by section. TAs are recording attendance in seminars and lab grades are linked to specific sections so students must attend their scheduled section to receive the full grade for the learning activity that week. If a student wants to change lab sections, they must do so OFFICIALLY via WebAdvisor / the registrar’s office BEFORE SEPTEMBER 12. Since the CourseLink grade book is linked to a specific section, once the first quiz opens Sept 12, students CANNOT CHANGE LAB SECTIONS, not even temporarily.

If a student does not attend their seminar in a particular week but they do submit the quiz for the learning activity, they will be awarded half of the marks they would have received for that learning activity had they been in attendance. If that student subsequently submits a request for academic consideration with a suitable and valid reason for missing the seminar and if that request is granted, only then will they receive the full marks they would have received for the learning activity based on the quiz they submitted.
Quizzes on Courserlink are used to submit the results of the learning activities for the seminars. The deadline for each quiz is shown in Courserlink and depends upon the section each student is registered in so all sections get the same amount of time to complete the quiz following the learning activity (ie sections on Tuesday have an earlier deadline than sections on Friday for example). The learning activity quiz deadlines are generous and there is no time limit on each quiz - until the deadline, students may open the quiz as much and as long as they like. As a result, there is a "NO LATE" and "NO EXTENSION" policy for these quizzes. Once a quiz closes, Courserlink will not accept a quiz submission after the deadline and no marks will be awarded. Students who are unable to complete a quiz before the deadline may choose to submit a request for academic consideration with a reasonable and valid reason for missing the deadline.

See Courserlink (lab quizzes or grade book) for details on the grades for each lab activity. Lab 1 Quiz is worth 6%, each Lab x.1 Quiz is worth 2% and each Lab x.2 Quiz is worth 4% where x = {2,3,4,5}

Midterm Exam (35%)
- **Date:** Saturday October 29, 2022 2:30pm to 4:30pm, Online
- **Learning Outcome:** 1, 2, 3
  - The **online** midterm exam will cover all material presented by Drs. Lee and Wolyn and will use the Respondus lockdown browser + Webcam. Due to the very fluid nature of the fall semester schedule with the ongoing Covid-19 pandemic, in the event of an unexpected conflict or a semester schedule change by the University, it is possible that the midterm may need to be rescheduled. The instructors reserve the option to reschedule the midterm with 2-weeks prior notice.

Final Exam (35%)
- **Date:** Thu, Dec 8, 2:30 PM - , 4:30 PM, TBD
- **Learning Outcome:** 1, 2, 3, 4
  - The **in-person** final exam will cover all material presented by Drs. Robinson and Canovas. A formula sheet will be provided with the exam and a calculator is allowed. A "calculator" is a device that can calculate but not communicate with any other devices so, for example, using a calculator app in a smartphone is not acceptable as a calculator for the exam.

7 Course Statements

7.1 Grading Policies:

There is a “no late” policy in this course. All lab deadlines are posted in CourseLink and quizzes are submitted through CourseLink. The Data Collection Quizzes and the Data Analysis Quizzes have generous deadlines to give you time to complete your analysis after getting guidance from your TA. The activities in the scheduled seminar times are designed to give you sufficient time to complete the learning activity during the seminar. Any quizzes not submitted by the deadline will receive a grade of zero. If you are unable to complete your quiz and would like to seek academic consideration, complete the request for academic
consideration form found on Courselink and submit via email to the course coordinator, preferably before your quiz component is due (Dr. Andy Robinson, mbg2400@uoguelph.ca).

Please note that we have had some challenges in the past with students switching sections and/or relying on classmates to collect the data / information for them. This is not acceptable in this course. Experiential learning activities in seminars require participation by every student. The study of genetics requires observation, data collection and analysis. If Mendel didn’t bother to observe his garden and record data, he would not have been able to develop and prove his theories.

You cannot change sections after September 12. The Courselink grade book is arranged by section and the learning activities do not allow for students randomly changing sections. Seminar attendance will be recorded by your TA and students cannot switch sections, even temporarily. If a student does not attend their scheduled seminar section, any information they do submit for that learning activity via the appropriate quiz will receive a grade of one half of the value of the information provided. Why are we being so strict? The lab sections are balanced for the number of students so each student has access to learning materials as well as the same reasonable expectation of getting assistance from the TA with the learning activities. If students randomly change sections, it is not fair to the other students. It throws off the section balance which puts pressure on the resources of learning materials and TA availability which affects all students.

7.2 Course Policy on Group Work:

Students are encouraged to work in groups on the lab learning activities. However, even if students work together, each student still must submit an individual lab assignment via the appropriate quiz that will be individually graded.

7.3 Course Policy on E-Mail:

The instruction team for this course is involved with other courses also, just as you are. Email is used as an important source of updates about this course. All official email from the instruction team will be sent to your University email account (@uoguelph.ca) - the University's privacy policy prohibits instructors from responding to non-UofG emails with any course information. It is expected that you are checking your official email account on a frequent basis. If you email any of the course instruction team, please use mbg2400@uoguelph.ca and keep in mind that with well over 350 students in this course along with the other courses they teach, the instructor team receives a lot of email in a day. In order to facilitate a response to your email, please consider the following guidelines:

- address your email to mbg2400@uoguelph.ca where it will be directed appropriately by the course coordinator.

- if the answer to your email query can be found in the course outline or other material posted on the MBG-2400 CourseLink site, you might not receive a reply so please check those resources first

- include your section number (01xx) in the subject along with a few relevant key words indicating what your message is about
- include your full name and student number in the email signature

- allow 24 to 48 hours for a response (for example, if you send an email late at night, it may not even be seen until the next day)

7.4 Course Policy on Technology:

Technology is vital to success in this course. It is your responsibility to make sure you have access to a good Internet connection and a suitable computer or electronic device such as a tablet or smartphone along with a web camera, microphone and speakers/headphones for accessing online activities. Your device needs to be capable of browsing and reviewing recorded or live video, audio and printed content from Courselink and across the internet. The University of Guelph’s online Learning Management System (aka CourseLink) is integral to the delivery of this course. It is also your responsibility to ensure that you can access the course materials and complete online course requirements, such as quizzes on CourseLink, within the time allotted. If CourseLink is not accessible for a significant period of time (not including scheduled maintenance) deemed by the instructor to have had an impact on students’ abilities to complete quizzes, deadlines will be extended.

In addition to accessing the Courselink website via a suitable web browser, due to the fluid situation with potential ongoing Covid-19 restrictions, additional software and applications may be used in the delivery of this course. These may include but not be limited to Zoom, MS Teams, MSOffice365 (Word, PowerPoint, Excel), Slido, Respondus lockdown browser, email, web-based apps and media players. The instructors will provide recommendations for software applications that are suitable for the purposes of the course but you will be ultimately responsible for finding, installing and maintaining any applications you use for this course.

In online activities, you need to use technology to connect to course events as well as take notes and interact with the course material. This should be done in a way that respects your fellow students by not creating undue distractions (see below under Online Behaviour). Also keep in mind that if your technology uses the University’s network, the University’s acceptable use policy also comes into play.

7.5 Recording of Online Course Activities

Due to the fluid situation with the ongoing Covid-19 pandemic, some of the learning activities in this course may be shifted from face-to-face to online. Some learning activities may also be recorded by the instructors or TAs. For dissemination and/or accessibility reasons, these recordings may be posted to CourseLink, Zoom, YouTube or another appropriate platform for grading and dissemination. As a result, individual students may be recorded during learning activities associated with this course.

By enrolling in this course, it is assumed that students agree to the possibility of being recorded during classes or other “live” course activities.

If you prefer not to be distinguishable during a recording, you may:
1. turn off your camera
2. mute your microphone (you should always mute your microphone when not participating anyway)
3. edit your identification in the online session or application (e.g. use your initials instead)
4. use the chat function to pose questions (again with identifying information adjusted).

Students who express to the instructors or TAs that they, or a reference to their name or person, do not wish to be recorded may discuss possible alternatives or accommodations with the instructors or TAs.

7.6 Course Policy regarding use of electronic devices and recording of lectures:

In keeping with University policy, electronic recording of classes is expressly forbidden without consent of the individual instructor for that class. When recordings are permitted, they are solely for the use of the authorized student and may not be reproduced or transmitted to others, without the express written consent of the instructor.

If the instructor provides a recording of the class or learning activity, these recordings are also solely for the use of the authorized student and may not be reproduced or transmitted to others, without the express written consent of the instructor. Please note that, if provided, these recordings are an optional additional tool for assisting with your learning and there is no guarantee a recording will be available for every online activity.

7.7 Online Behaviour - "Netiquette"

In light of the fluid situation with the ongoing Covid-19 pandemic and restrictions resulting in online activities in this course along with routine use of online tools like Courselink, the University has provided the following wording about netiquette.

**Inappropriate online behaviour will not be tolerated.** Examples of inappropriate online behaviour include:

- Posting inflammatory messages about your instructor or fellow students
- Using obscene or offensive language online
- Copying or presenting someone else's work as your own
- Adapting information from the Internet without using proper citations or references
• Buying or selling term papers or assignments
• Posting or selling course materials to course notes websites
• Having someone else complete your quiz or completing a quiz for/with another student
• Stating false claims about lost quiz answers or other assignment submissions
• Threatening or harassing a student or instructor online
• Discriminating against fellow students, instructors and/or TAs
• Using the course website to promote profit-driven products or services
• Attempting to compromise the security or functionality of the learning management system

• Sharing your user name and password
• Recording lectures without the permission of the instructor

As a specific note about online course activities, when joining, please ensure your microphone is muted when you first connect. Most of the issues around online class connection quality and background distractions come from open microphones. For your own bandwidth management, you may also want to mute your video to reduce the amount of information passing through your internet connection.

8 University Statements

8.1 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.

8.2 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
8.3 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

8.4 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.

8.5 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
8.6 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

8.7 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.

8.8 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

8.9 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.

8.10 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).

8.11 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.