UNIV 401.32
RESEARCH ON GLOBAL CHALLENGES

COURSE SUMMARY

D2L COURSE NAME: UNIV 401.32 – Research on Global Challenges

COURSE DESCRIPTION: In Research on Global Challenges, you will explore responses and solutions to global challenges by conducting supervised research within a research project stream. Develop research skills with an interdisciplinary cohort of students, investigating topics such as poverty, hunger, health, education, gender, climate change, and economic growth.

TERM: Winter 2021, Monday, January 11 – Thursday, April 15th, 2021
CLASS DAY: Mondays
CLASS TIME: 3:00 – 5:00 pm
CLASS LOCATION: Online via Zoom
CREDIT HOURS: 3 units;
PRE-REQUISITES: Completed more than 30 units at the time of registration.

INSTRUCTOR NAME: Dr. Kyla Flanagan
OFFICE: TI 230
TELEPHONE: 403.220.4056
EMAIL: kmflanag@ucalgary.ca
EMAIL RESPONSE PRACTICES: I will be working hard to answer all student emails by the end of the next business day. As email is most useful for short and specific inquiries, detailed questions regarding course material and assignments should be addressed during office hours or during class time. To ensure clear and prompt communication, please include your name and UNIV 401 in your email correspondence.
OFFICE HOURS: Wednesday 3:30 – 4:30 pm or by appointment (via Zoom).

RESEARCH STREAM SUPERVISORS: Dr. Christian Jacob (Pandemics), Dr. Ben Tutolo (Carbon Dioxide Removal), Dr. Adela Kincaid (Humans, Animals, and the Environment), Dr. Adam Murry (Indigenous Experiences with Police).

RESEARCH COACHES: TBA, updated on D2L before the first week of the term.

RESOURCE LIBRARIANS: Dr. Alix Hayden and Dr. Zahra Premji will serve as an excellent resource for students for finding and evaluating evidence to inform the research process, and will be attending some of our classes throughout the term.

COURSE OVERVIEW

UNIV 401 is an experiential learning-based course where students will learn how to conduct research through a project led by a Research Supervisor. You will spend your time doing impactful research, receiving one-on-one support, and developing research skills alongside peers. You will work closely with Research Supervisors and coaches who will provide mentorship for designing a research project, applying research methodology, and preparing findings to share with others. Students in the course will explore responses and solutions to Global Challenges in a relevant global context. Projects are based out of research streams that align with one or more of the UN Sustainable Development Goals. Given the nature of research, be prepared for some bumps along the way! I will do everything possible to ensure you are successful as we work our way through this reserach experience together.

TEACHING AND LEARNING APPROACHES

SPECIFICATIONS GRADING: While students will earn a letter grade in the course, assignments will be graded using a pass/fail scheme (i.e. there is no partial credit for assignments). The rationale for this approach to grading comes from research into adult learning: adults learn best when they have a flexible but challenging learning environment and when they can excercise some choice in their learning experience. In this course, we will create a positive and challenging learning environment in which we will uphold high expectations for work. There will be opportunities to revise work that does not yet meet expectations along with feedback and support from me and your teammates to achieve your best work. The specifications or requirements for a pass on each assignment are clearly stated in the rubrics for each assignment and you will have examples of work that does and does not meet the specifications. This course provides you choice in your learning experience both in terms of the topics for some of the assignments as well as which assignments to complete. There are no traditional midterms or final exams; instead, there are a variety of assignments from which you can choose how much to do to meet the requirements for the grade you plan to earn. We will talk more about specifications grading in the first two classes of the term, and you will have the chance to ask any questions or discuss any concerns then.

SYCHRONOUS AND ASYNCHRONOUS LEARNING: Weekly classes will occur synchronously via Zoom Mondays 3-5 pm. Students will conduct an average of 5 hours of research asynchronously on their own time. Students will meet one-hour per week with their research supervisor/research coach and team to discuss research progress.

RECOMMENDED READINGS, TEXTBOOKS, AND LEARNING MATERIALS: We will be using Desire2Learn (D2L) in this course. If you need help accessing or using D2L, please visit the Desire2Learn resource page for students: http://elearn.ucalgary.ca/desire2learn/

Recommended textbook: Bell, J. and S. Waters (2018) Doing Your Research Project - A Guide for First-Time Reserachers. Seventh-edition. England, McGraw-Hill. (Available at the bookstore)

TECHNOLOGY REQUIREMENTS

Students will need access to: a computer with a supported operating system, as well as the latest security, and malware updates; a webcam/camera (built-in or external); a microphone and speaker (built-in or external), or headset with microphone; current and updated web browser with current antivirus and/or firewall software enabled; stable internet connection. Please let me know if you have any concerns about your access to any of this technology or if your circumstances make it difficult for you to meet these requirements. Students may be required to access Google Docs, Google JamBoards, TopHat, Twitter, and/or other social media platforms as part of this course.

Students will be required to complete team and self-assessment inventories which are freely available to all University of Calgary students: https://www.itpmetrics.com; www.ucalgary.ca/currentstudents/ucalgarystrong/cliftonstrengths

COURSE LEARNING OUTCOMES

In this course, learning outcomes are bundled around four course components: (1) Research Foundations, (2) Community & Collaboration, (3) Reflection & Skills Articulation, and (4) Research Dissemination. Successful students will be able to:

1. RESEARCH FOUNDATIONS
    1.1. *Develop* a research plan, *identify* a specific area of inquiry, *assess* the viability and suitability of research practices, *carry-out* the research plan.
    1.2. *Demonstrate* an awareness of and adherence to the safety and ethical research practices of the discipline.
    1.3. *Demonstrate* an understanding of the research process, diverse research methodologies, interpretation and critical analysis of data & information.
    1.4. *Search* the literature to find needed information*, evaluate* the credibility of sources and information, *organize* information to reveal patterns and themes, and *analyze* information critically to produce a coherent understanding.
2. COMMUNITY & COLLABORATION
    2.1. *Collaborate* with researchers in the design, planning, implementation, and dissemination of a research project.
    2.2. *Demonstrate* the five key competencies identified as critical to team effectiveness (commitment, communication, knowledge, uphold high standards & focus) during work with team members.
3. REFLECTION & SKILLS ARTICULATION
    3.1. *Reflect* on and *articulate* the impact of UNIV 401.32 on your personal learning goals, research skill development, and your identity as a researcher.
4. RESEARCH DISSEMINATION
    4.1. *Describe* the importance of your research to communities on- and off-campus.
    4.2. Effectively *communicate* the value and impact of your research and conclusions to a variety of audiences.

ASSESSMENT COMPONENTS

For this course, you are not required to complete all assessments; instead, you will be able to choose which assessments and how many assessments you complete, according to the grade you are aiming to achieve (see GRADING, below).

Learning Bundle	Learning Outcome	Specifications & Assessments
1. Research Foundations	1.1	Complete the **Research Planning Guide** within the **first 2 weeks** of the semester to outline research outcomes, activities, products, and criteria.
		Complete an *average* of **5 hours per week** of research. This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.
	1.2	Complete all required **safety and ethics training**. This specification will be assessed by your Research Supervisor or Research Coach and must be completed **BEFORE** you start your research. This will be assessed by the Research Supervisor using *Ready for Research* sign off within the **first 2 weeks**.
		Conduct research safely and ethically. This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.
	1.3	Attend, be on time, and participate in our UNIV 401 class activities and discussions with no more than 1 unexcused late/absence during the semester.
	1.4	Complete **Annotated Bibliography** entries including a cover sheet, marked-up articles, and article summary and reflection.
2. Community & Collaboration	2.1	Conduct research collaboratively with written agreements on Intellectual Property (IP), publication of work, research roles and responsibilities. This will be assessed by the Research Supervisor using *Ready for Research* sign off within the first 2 weeks.
		Conduct yourself professionally in interactions with your Research Supervisor and Research Coach, including attending and being on time for weekly meetings (missing or arriving late to no more than one meeting in the semester without notice). This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.
	2.2	Complete **2 Peer Feedback surveys** (mid-semester & final) online through ITP metrics. These surveys will produce a Peer Score for each individual in the team that will be used to quantify each individual's contribution to teamwork.
		Complete the **Team Health Report** generated from the mid-semester ITP metrics survey.
3. Reflection & Skills Articulation	3.1	Complete a mid-semester and final course **Reflection** using the DEAL model. These will be evaluated using the *Critical Reflection* rubric.
		Complete an **Authentic Research Survey** at the start and end of term that explores your experiences with research, perspectives on the research process, self-assessed research skills, and professional and career goals.
4. Research Dissemination*	4.1	**Final Research Project Draft** - on April 12 you will submit to D2L draft version of your Final Research Project before class.
		Final Research Project Peer-Review - on April 12, you will complete 2 peer-reviews of a classmate's work during class.
		Final Research Project - as defined by the *Final Research Project Specifications and Rubric*. The finalized draft of the Final Research Project is due on the last day of the semester (April 15 @ 11:59pm) in the Dropbox on D2L.

*Note the *Final Research Project* may be completed individually or as a team, depending on the agreements outlined in *Ready for Research*

GRADING - The University policy on grading and related matters is described in sections F.1 and F.2 of the online University Calendar.

You will earn grades based on the requirements you choose to complete (note that you do not have to do all the assessments!). To earn a given letter grade, you must complete all the requirements listed for that letter grade.

- To earn a **D**, you must complete the *Research Foundations* and *Community & Collaboration* learning bundles to the extent outlined in the Assignment of Letter Grades table below
- To earn a **C**, you must complete the *Research Foundations* and *Community & Collaboration* learning bundles to the extent outlined in the Assignment of Letter Grades table below
- To earn a **B**, you must complete the *Research Foundations*, *Community & Collaboration*, *Reflection & Skills Articulatio*n and *Research Dissemination* learning bundles to the extent outlined in the Assignment of Letter Grades table below
- To earn an **A**, you must complete *ALL* the learning bundles to the extent outlined in the Assignment of Letter Grades table below

Assignment of Letter Grades

Specifications & Assessments	Requirements for each letter grade**			
	D	**C**	**B**	**A**
Complete the **Research Planning Guide** within the **first 2 weeks** of the semester to outline research outcomes, activities, products, and criteria.	☑	☑	☑	☑
Complete an *average* of **5 hours per week** of research. This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.	☑	☑	☑	☑
Complete all required **safety and ethics training**. This specification will be assessed by your Research Supervisor or Research Coach and must be completed **BEFORE** you start your research. This will be assessed by the Research Supervisor using *Ready for Research* sign off within the **first 2 weeks**.	☑	☑	☑	☑
Conduct research safely and ethically. This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.	☑	☑	☑	☑
Attend, be on time, and participate in our UNIV 401 class activities and discussions with no more than 1 unexcused late/absence during the semester.	☑	☑	☑	☑
Complete **Annotated Bibliography** entries including a cover sheet, marked-up articles, and article summary and reflection.	**2** Annotated Bibliography entries	**3** Annotated Bibliography entries	**4** Annotated Bibliography entries	**5+** Annotated Bibliography entries
Conduct research collaboratively with written agreements on Intellectual Property (IP), publication of work, research roles and responsibilities. This will be assessed by the Research Supervisor using *Ready for Research* sign off within the first 2 weeks.	☑	☑	☑	☑
Conduct yourself professionally in interactions with your Research Supervisor and Research Coach, including attending and being on time for weekly meetings (missing or arrive late to no more than one meeting in the semester without notice). This will be assessed by the Research Supervisor or Research Coach at the mid-semester point and end of term using the *Research Conduct* rubric.	☑	☑	☑	☑
Complete **2 Peer Feedback surveys** (mid-semester & final) online through ITP metrics. These surveys will produce a Peer Score for each individual in the team that will be used to quantify each individual's contribution to teamwork.	☑	☑	☑	☑
Complete the **Team Health Report** generated from the mid-semester ITP metrics survey.	Final Peer Score of **0.6 or higher**	Final Peer Score of **0.7 or higher**	Final Peer Score of **0.8 or higher**	Final Peer Score of **0.9 or higher**
Complete a mid-semester and final course **Reflection** using the DEAL model. These will be evaluated using the *Critical Reflection* rubric.	☒	☒	**1 out of 2** reflections	**2 out of 2** reflections
Complete an **Authentic Research Survey** at the start and end of term that explores your experiences with research, perspectives on the research process, self-assessed research skills, and professional and career goals.	☑	☑	☑	☑
Final Research Project Draft - on **April 12** you will submit to D2L draft version of your Final Research Project before class.	☒	☒	☑	☑
Final Research Project Peer-Review - on **April 12**, you will complete 2 peer-reviews of a classmate's work during class.	☑	☑	☑	☑
Final Research Project - including all the intermediate steps as defined by the *Final Research Project Specifications and Rubric*. The final version of Research Project is due on the last day of the semester (April 15 @ 11:59pm) in the D2L Dropbox	☒	☒	Final Project earns an **E or M**	Final Project earns an **E**

For the above table,
- check-marks indicate the specification must be completed to earn that letter grade,
- "X" indicates the specification is not required for the letter grade,
- The letters E and M refer to grading on an EMR rubric. E= **E**xcellent, M=**M**eets expectations, R=Needs **R**evision. A grade of **R** indicates that the requirements for the assignment are **NOT** met/not completed.

** Students who *exceed* expectations *for a given* letter grade will earn the "+" letter designation. For example, a student aiming to complete the "B" letter grade requirements who completes more than four annotated bibliography entries, **OR** passes 2 out of 2 reflections, **OR** earns an E on the final project will earn a B+ letter grade. The peer score will not count towards the "+" designation.

** Students who do not complete **one (and only one)** of the specifications for the **annotated bibliography, reflections, or peer score** required for a letter grade will earn the "-"letter designation. **All components of the final project must be completed for the A and B letter grades**. For example, a student who earns an "M" score on the Final Project, with all other components completed for the A letter grade, will earn an A-. Another example is a student aiming to complete the "B" letter grade requirements, who completed only three annotated bibliography entries **OR** 0 out of 2 reflections, **OR** a Peer Score less than 0.8, will earn a B- letter grade. Students not successfully completing **more than one** of the requirements for a letter grade will be assessed as **not having met the requirements for that grade** and will drop to the next lower letter grade.

** Note that a grade of **F** will result if students do not successfully meet **all** of the D grade requirements.

To earn an A+, students must exceed *all* expectations for the A grade description (i.e. meet all the required components, complete more than five annotated bibliography entries, complete 2 out of 2 reflections, earn a Peer Score greater than 0.95, **AND complete the Final Project at the E standard).

** Students will be given *three 'free passes'* that can be used to re-submit any written assignment to get the work to an "acceptable" standard. The free pass and re-submitted assignment must be submitted **within one week (7 days) of the graded assignment being returned or mark being posted**. There is only one re-submission per free pass, and the **Free Pass Form** must be completed and attached to the re-submitted assignment. Re-submitted material must also be accompanied by the original graded assignment and a brief statement (approximately one paragraph) describing how the student has revised their assignment according to that feedback. Free passes can also be used to hand-in an assignment **up to 1 week AFTER the due date**, without penalty (excluding the final project and all draft of the final project). Free passes are **not** transferable.**

Week	Theme	Class Activities	Readings	Assessments
1 Jan 11	*Welcome to Research on Global Challenges*	Orientation and Introductions Course Outline & Research Planning Guide Developing a Research Question	Course Outline Chapters 1 - 3	**Research Survey #1** (Completed online) **DUE: Jan 17 @ 11:59 pm**
2 Jan 18	*Ethical & Safe Research*	Research Ethics & Safety Ready for Research Team Contracts	Chapter 4	**Ready for Research form** (Submit to Dropbox on D2L) **DUE: Jan 24 @ 11:59 pm**
3 Jan 25	*Research Planning & literature review*	Literature Review (Librarians) Annotated Bibliography	Chapters 5 - 7	**Research Planning Guide** (Submit to Dropbox on D2L) **DUE: Jan 31 @ 11:59 pm** **Annotated Bibliography dropbox opens for submissions**
4 Feb 1	*Data collection*	Updates and progress check-in Data collection methods overview	Chapters 8 - 13	NO ASSESSMENTS DUE
5 Feb 8	*Reflection*	Why is reflection important? What is the DEAL framework?	None	NO ASSESSMENTS DUE
6 Feb 15	**TERM BREAK**			
7 Feb 22	*Data Management*	Best practices for data management	None	**Reflection #1** (Submit to Dropbox on D2L) **DUE: Feb 28 @ 11:59 pm**
8 Mar 1	*Analyzing & Presenting data*	Quantitative & Qualitative Analyses Metadata. Presentation of pre-liminary results	Chapter 14	**ITP Metrics survey #1** (Completed online) **DUE: Mar 7 @ 11:59 pm**
9 Mar 8	*Team Health*	Working collaboratively during research	None	**Team Health Report** (Completed in class & submit to Dropbox on D2L)
10 Mar 15	*Writing about Research, Writing abstracts*	Getting started with writing, making writing a habit. What make a great abstract?	Chapter 15	NO ASSESSMENTS DUE
11 Mar 22	*Project progress update, check-in, questions*	Progress check, support, teamwork time	None	**Annotated Bibliography** (all entries must be submitted to Drobox on D2L) **DUE: Mar 28 @ 11:59 pm**
12 Mar 29	*Project progress update, check-in, questions*	Progress check, support, preparation for Reflection #2	None	**Reflection #2** (Submit to Dropbox on D2L) **DUE: April 4 @ 11:59 pm**
13 Apr 5	*NA*	*No class (Easter)*	None	NO ASSESSMENTS DUE
14 Apr 12	*Draft final project Peer Feedback* *Course Wrap-up and celebration*	Peer Feedback, how to give and receive feedback Celebration of learning, wrap-up	None	**1. Draft Final Project** (Submit to Dropbox on D2L) **DUE: April 12 @ 10:00 am** **2. Final Project** (Submit to Dropbox on D2L) **3. Research Survey #2** (Completed online) **4. ITP Metrics Survey #2** (Completed online) **DUE: April 15 @ 11:59 pm**

The above schedule is a list of topics for class, associated readings, and assignment due dates. The schedule will remain flexible to accommodate themes identified by students, questions and conversations that emerge as the course progresses. Students will be notified of all changes promptly by email and D2L announcements.

ATTENDANCE, ENGAGEMENT AND CRITICAL REFLECTION EXPECTATIONS

Given the experiential learning structure of the UNIV 401 course, attendance at classes is essential. Students are **expected to attend classes and engage as active participants in the inquiry process**. A detailed engagement and critical reflection rubric will be provided at the beginning of the term so that you know what to expect.

REQUIREMENTS AND GUIDELINES FOR CITING SOURCES

In all course work, you must indicate where you have gotten your information from. This extends to both peer-reviewed and popular sources of writing, images, video, music, and multi-media evidence. While we don't expect stylistic perfection in citations, we ask that students try to use the APA citation style. Guidelines for using APA can be found at the Purdue Writing Lab website: https://owl.english.purdue.edu/owl/resource/560/01/

GUIDELINES FOR SUBMITTING ASSIGNMENTS

Assignments should be submitted using D2L, and are due by 11:59pm on the day listed on the schedule unless otherwise indicated by the instructor.

INTELLECTUAL PROPERTY

Course materials created by professor(s) remain the intellectual property of the professor(s). These materials may not be reproduced, redistributed or copied without the explicit consent of the professor. The posting of course materials to third-party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course may be allowed under fair dealing.

UNIVERSITY OF CALGARY POLICIES AND SUPPORTS

WELLNESS AND MENTAL HEALTH RESOURCES

The University of Calgary recognizes the pivotal role that mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through Student Wellness Services (Room 370 MacEwan Student Centre, ucalgary.ca/wellnesscentre/services/mental-health- services) and the Campus Mental Health Strategy (ucalgary.ca/mentalhealth/).

ACADEMIC INTEGRITY

The University of Calgary is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. It is expected that all work submitted in assignments should be the student's own work, written or created expressly by the student for this particular course. Students are referred to the section on plagiarism in the University Calendar (www.ucalgary.ca/pubs/calendar/current/k-2.html) and are reminded that plagiarism is an extremely serious academic offence.

COPYRIGHT

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf) and requirements of the copyright act (https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html)   to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

APPEALS

If you have a concern about the course, an academic matter, or a grade that you have been assigned, you must first communicate this concern with the instructor. If the concern cannot be resolved with the instructor, you can proceed with an academic appeal https://www.ucalgary.ca/student-services/ombuds/student-appeals through the Associate Dean (Teaching, Learning, and Student Engagement) in the Faculty of Arts.

ACADEMIC ACCOMMODATION

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The student accommodation policy can be found at: ucalgary.ca/access/accommodations/policy.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities:

Students needing an Accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their Instructor or the Department Head/Dean or to the designated contact person in their Faculty.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

The Freedom of Information and Protection of Privacy (FOIP) Act indicates that assignments given by you to your course instructor will remain confidential unless otherwise stated before submission. The assignment cannot be returned to anyone else without your express permission. Similarly, any information about yourself that you share with your course instructor will not be given to anyone else without your permission.

THRIVE PRIORITY SUPPORT NETWORK

Your academic success and personal well-being is important to us. Please note that we work closely with the Thrive Priority Support Network, which seeks to identify students who are facing academic challenges and provide appropriate support services early in the academic term. This tool monitors the D2L gradebook for
sudden changes in a student's academic performance and alerts academic development specialists, who will then reach out to the student. Student engagement with the academic development specialist is entirely voluntary and all information is confidential. More information is provided here: https://www.ucalgary.ca/ssc/advising/thrive.

STUDENT SUCCESS

The Student Success Centre provides services and programs to ensure students can make the most of their time at the University of Calgary. Our advisors, learning support staff, and writing support staff assist students in enhancing their skills and achieving their academic goals. They provide tailored learning support and advising programs, as well as one-on-one services, free of charge to all undergraduate and graduate students. For more information visit: ucalgary.ca/student-services/student-success.

STUDENT OMBUDS' OFFICE

The Student Ombuds' Office supports and provides a safe, neutral space for students. For more information, please visit ucalgary.ca/ombuds/ or email ombuds@ucalgary.ca.

STUDENT UNION (SU) INFORMATION

The SU Vice-President Academic can be reached at 403-220-3911 or suvpaca@ucalgary.ca; Information about the SU, including elected Faculty Representatives can be found here: su.ucalgary.ca.

GRADUATE STUDENTS' ASSOCIATION (GSA) INFORMATION

The GSA Vice-President Academic can be reached at 403-220-5997 or gsa.vpa@ucalgary.ca; Information about the GSA can be found here: gsa.ucalgary.ca.

SAFEWALK

Campus security will escort individuals, day or night, anywhere on campus (including McMahon Stadium, Health Sciences Centre, Student Family Housing, the Alberta Children's Hospital and the University LRT station). Call 403-220-5333 or visit ucalgary.ca/security/safewalk. Use any campus phone, emergency

phone or the yellow phone located at most parking lot pay booths. Please ensure your personal safety by taking advantage of this service.

MEDIA RECORDING FOR LESSON CAPTURE

Zoom is a video conferencing program that will allow us to meet at specific times for a "live" video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the Code of Conduct). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g Student Non-Academic Misconduct Policy). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: https://elearn.ucalgary.ca/guidelines-for-zoom/ .

If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.