

INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (GIS) WINTER 2023

GEOG 281 / PLAN 281

Published Jan 07, 2023

CLASS SCHEDULE

Section	Location	Time	Instructor(s)
GEOG 281 001 [LEC]	ONLN - Online	Mondays 2:30 p.m. - 4:20 p.m.	Lingfei Ye lingfei.ye@uwaterloo.ca
PLAN 281 001 [LEC]		Mondays 2:30 p.m. - 4:20 p.m.	

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INSTRUCTOR / TA INFORMATION

INSTRUCTOR:

Ms. Lingfei Ye

E-mail: l36ye@uwaterloo.ca (mailto:l36ye@uwaterloo.ca) (use LEARN system)

Office Location: Environment 1 (EV1), Room 235

Office Hours: Thursday, 2:30 to 4:30 p.m. (refer to LEARN for updates – virtual office hours are held if needed/required)

COURSE AUTHOR:

Dr. Su-Yin Tan

E-mail: [su-yin.tan@uwaterloo.ca](https://outline.uwaterloo.ca/view/su-yin.tan@uwaterloo.ca) (https://outline.uwaterloo.ca/view/su-yin.tan@uwaterloo.ca) (use LEARN system)

Faculty of Environment, University of Waterloo

TEACHING ASSISTANTS

Teaching Assistants (TAs) in the course are assigned to lab sections and their contact information will be available on LEARN. TAs will also hold office hours, which will function as drop-in sessions.

MAD SUPPORT – GEOSPATIAL APPLICATIONS SPECIALIST

James McCarthy E-mail: jmccarth@uwaterloo.ca (mailto:jmccarth@uwaterloo.ca) Office: Ask at MAD Helpdesk

COURSE CORRESPONDENCE

During term time, the instructor and support staff will make every effort to answer e-mails within 48 hours, although busy periods may result in delays. E-mails sent on the weekend will normally be answered on the following Monday or Tuesday. Students are encouraged to consult LEARN support forums, which will be updated with frequently asked questions (FAQs) and to attend lab sessions to consult with TAs about lab and software-related questions.

COURSE DESCRIPTION

Calendar Description for GEOG 281

Introduction to the fundamental concepts and use of Geographic Information Systems (GIS). Students learn about the nature of geographic information and how to store, manipulate and analyze spatial data in a range of application areas. Students will learn underlying theory in lectures and gain a working knowledge of GIS software in lab sessions.

Prereq: GEOG 165 or 181 or 187 or Planning students

Calendar Description for PLAN 281

Introduction to the fundamental concepts and use of Geographic Information Systems (GIS). Students learn about the nature of geographic information and how to store, manipulate and analyze spatial data in a range of application areas. Students will learn underlying theory in lectures and gain a working knowledge of GIS software in lab sessions.

Prereq: GEOG 165 or 181 or 187 or Planning students

OVERVIEW

Geographic Information Systems (GIS) are used in a wide variety of planning, facilities management, resource management, business, and applied research applications. The common thread in this diverse range of applications is the need to store, manipulate, and analyze spatial data. Since spatial factors are central to almost all issues related to planning and geographic inquiry, it is important to develop a sound grasp of GIS principles and the fundamental skills required to apply it in practice.

COURSE DETAILS

This course provides an introduction to digital mapping and spatial analysis using GIS. Students learn how to create their own maps, how to use GIS software to analyse geographic problems, and learn techniques that can be applied to a wide variety of subject areas within geography and other disciplines. The lectures discuss underlying theory and how it is implemented in GIS software. The lab sessions and assignments allow students to gain hands-on experience with GIS software.

IMPORTANT: *GEOG/PLAN 281 is offered as a “blended learning course” during Winter 2023 term, which means that both in-person and online activities will be purposefully incorporated into course delivery. Lectures will be offered in online asynchronous mode, while lab sessions and exam assessments will be offered and scheduled in-person.*

PREREQUISITE

GEOG 165, GEOG 181, GEOG 187, or Planning student.

LEARNING OUTCOMES

By the end of this course students should be able to:

Explain the principles of GIS as a combination of geospatial data input, processing, output, and personnel components.
Describe and critically assess the use of vector and raster representations of real world objects.
Design and produce effective maps for visualizing and communicating spatial data and GIS output.
Apply GIS fundamental concepts and spatial analysis techniques to a variety of applications.
Demonstrate proficiency in using GIS tools for analyzing geospatial problems.

TENTATIVE COURSE SCHEDULE

The following course schedule outlines a timetable of milestones of which assigned coursework should be completed during the term and deadlines for assignments. All times are in the Eastern Time Zone. The instructor reserves the right to make changes to the course schedule when necessary and in accordance with University of Waterloo policy. Any changes will be conveyed to students as early as possible and both electronically and in class.

Week	Lecture Topic	Textbook Chapters	Lab Assigned	Lab Due
Week 1	Course Overview		No Lab Session	None
(Jan 9-13)	Module 1: What is GIS?			

Week	Lecture Topic	Textbook Chapters	Lab Assigned	Lab Due
Week 2 (Jan 16-20)	Module 2: Spatial Data Models	1, 2	Module 1 Lab	None
Week 3 (Jan 23-27)	Module 3: Georeferencing I	3, 8	Module 2 Lab	Module 1 Lab
Week 4 (Jan 30-Feb 3)	Module 4: Georeferencing II	5	Module 3 Lab	Module 2 Lab
Week 5 (Feb 6-10)	Module 5: Vector GIS Fundamentals	12, 14	Module 4 Lab	Module 3 Lab
Week 6 (Feb 13-17)	Module 6: Vector GIS Analysis	4, 15	Module 5 Lab	Module 4 Lab
Week 7 (Feb 20-24)	READING WEEK		None	None
Week 8 (Feb 27-Mar 3)	Midterm Quiz (Scheduled in-person on Mon, Feb 27 @ 2:30-4:20 p.m., Room location TBD)		No Lab Session	None
Week 9 (Mar 6-10)	Module 7: Raster GIS Fundamentals	3	Module 6 Lab	Module 5 Lab
Week 10 (Mar 13-17)	Module 8: Raster GIS Analysis	14, 15, 16	Module 7 Lab	Module 6 Lab
Week 11 (Mar 20-24)	Module 9: Data Acquisition and Data Quality	6, 9, 11	Module 8 Lab	Module 7 Lab
Week 12 (Mar 27-31)	Module 10: Spatial Data Analysis and Modelling	15, 16	Module 9/10 Lab	Module 8 Lab
Week 13 (Apr 3-7)	<i>No new module assigned</i> (Loss of Friday class on Apr. 7 will be made up by following a Friday schedule on Apr. 10)		No Lab Session	Module 9/10 Lab (LAB 106/108/109: Due Mon, Apr 10)

Holidays and University Closures: Feb. 20 (Mon) for Family Day; Feb. 18-26 (Sat-Sun) for Reading Week; Apr. 7 (Fri) for Good Friday. Apr. 10 (Mon) a make-up day for the Good Friday holiday.

Note: Weeks indicated in the schedule begin on Mondays.

The instructor reserves the right to modify the schedule and topics during the term.

TEXTS / MATERIALS

Title / Name	Notes / Comments	Required
Longley, P., Goodchild, M., Maguire, D., and Rhind, D. (2015). Geographic Information Systems and Science. 4th Edition. John Wiley and Sons, Toronto.	Required Textbook	Yes

- E-textbook options are available via the UWaterloo Library website (connect via eduroam or watcard login for off-campus access).
- 3rd edition (2011) is acceptable, but chapter numbers may differ from assigned readings.

STUDENT ASSESSMENT

Component	Value
Module Lab Assignments (9 x 6%)	54%
Lab Attendance	4%
Midterm Quiz	14%
Final Exam	28%

MODULES

The course is structured around 10 modules, which are designed to provide students with a comprehensive understanding of the fundamentals of GIS.

- **Module 1: What is GIS?**
- **Module 2: Spatial Data Models**
- **Module 3: Georeferencing I – Map Design and Datums**
- **Module 4: Georeferencing II – Map Projections**
- **Module 5: Vector GIS Fundamentals**
- **Module 6: Vector GIS Analysis**
- **Module 7: Raster GIS Fundamentals**
- **Module 8: Raster GIS Analysis**
- **Module 9: Data Acquisition and Data Quality**
- **Module 10: Spatial Data Analysis and Modelling**

The module-based course structure enables GIS concepts to be broken down into smaller groupings or “chunks”, so students will be able to easily track their progress and completed milestones in the course. The modules will be given recommended timeframes for completion (approximately one week per module) with assignment deadlines as indicated. Each module will have learning outcomes and comprise of two components, (a) lectures and (b) lab. Support discussion forums are available. Forms of assessment will be incorporated into each module.

LECTURES

GEOG/PLAN 281 is offered as a **blended learning course** this term, which means that both online and in-person activities are intentionally incorporated into course delivery. **Lectures will be offered exclusively in an online asynchronous format, which means that no in-person lectures will be scheduled or delivered this term.** Instead, lectures are provided as video files on the LEARN website, which students can view independently on their own schedule. Each module has multiple lecture files (each usually less than 15 minutes in length). Lectures supplement lab assignments within the module and are the basis of Midterm and Final Exam assessments.

LABS

Labs will be held in-person in the Galileo GIS Lab (EV1, Room 240). Assignments are completed individually using ArcGIS Pro software. Students are registered in a lab section with a designated Teaching Assistant (TA). Labs are held every week and the lab schedule is listed below [lab section number in brackets]:

Monday: 4:30 p.m.-6:20 p.m. [103]

Tuesday:	12:30 p.m.-2:20 p.m.	[101]
Tuesday:	6:30 p.m.-8:20 p.m.	[102]
Wednesday:	2:30 p.m.-4:20 p.m.	[107]
Wednesday:	4:30 p.m.-6:20 p.m.	[104]
Wednesday:	6:30 p.m.-8:20 p.m.	[105]
Friday:	8:30 a.m.-10:20 a.m.	[106]
Friday:	10:30 a.m.-12:20 p.m.	[108]
Friday:	2:30 p.m.-4:20 p.m.	[109]

When labs are held in-person, only attend the lab session you are assigned to, otherwise assignments submitted to different lab sections may not be marked. Designated lab sections are to accommodate room capacity and social distancing requirements. Attendance will be monitored and no switching between lab sections is permitted.

Online Accommodations (only if necessary): In the scenario when it is necessary for classes to be held remotely (e.g., due to the pandemic), labs will be completed individually using ArcGIS Pro, which can be accessed either by, (a) installing the software on your own Windows computer, or (b) via remote access, which requires a stable internet connection. You must have access to a computer that is able to run ArcGIS Pro software either installed locally or via remote access, since this is required for completing all lab assignments (see the “Resources” section). In this scenario, lab sessions will be migrated to a virtual environment and used as a drop-in session for students to ask their TA questions about lab assignments. WebEx links and TA assignments will be provided on LEARN, only if such a need arises.

Assistance: Please contact your TA first for lab-related questions before contacting the instructor or MAD for assistance. The TAs are responsible for introducing new assignments and guiding you to learn concepts and software. TAs will not give you answers to assignment questions. You are responsible for maintaining back-ups of your work.

Switching lab sections: In rare instances, the instructor or TA may be consulted at the beginning of the course and a switch may be granted if room is available.

Required course supplies: USB flash drive for backing up work. Printing credit for lab assignment submissions, only if necessary.

LEARN COURSE ENVIRONMENT

LEARN is a web-based course management system that enables instructors to manage course materials (posting of lecture notes, etc.), interact with their students (drop boxes for assignment submissions, discussion boards, course e-mail, etc.), and to provide feedback (grades, assignment comments, etc.). Data files for all course modules will be found on LEARN. Log onto LEARN using your Quest/UW userid and password here: <https://learn.uwaterloo.ca> (<https://learn.uwaterloo.ca>)

RESOURCES

ArcGIS Pro software is used for all lab work in this course. Manuals are available as on-line help files. Students are expected to use the on-line help to obtain information on operations that are not fully detailed in the assignment. Other resources will also be posted on the LEARN webpage.

REQUIRED COURSE SUPPLIES

- A portable hard drive, USB thumb drive, or cloud storage for backing up work is required.
- Students will normally access ArcGIS Pro software using computers in the Galileo GIS Lab (EV1, Room 240) or MAD General Use Lab. In case pivoting to a remote teaching environment is required (short-term or longer-term), access to a computer that is able to run ArcGIS Pro software either locally installed on a Windows operating system or via remote access using a stable internet connection.

LAB ASSIGNMENTS

Each module has a lab assignment, which may consist of one or multiple exercises (Modules 9 and 10 are combined into one lab assignment). Each module lab assignment is worth 6%. If a module has multiple exercises, these will sum to 6% weighting. Labs are assigned and due at the start of your registered lab session in the week indicated.

All work for lab exercises within a module should be submitted according to the instructions provided in the exercises. All submissions will be digital and must be submitted according to the instructions by the due date for grading. Assignments should be properly formatted, clearly presented, and easy to read/follow. Indicated time estimates for completing lab exercises are estimates only and do not account for technical troubleshooting. Students are advised to leave ample time to complete assignments. Make sure to read and to follow lab assignment instructions carefully.

MIDTERM QUIZ AND FINAL EXAM

The Midterm Quiz and Final Exams in the course will be held in-person and are focused on assessing comprehension of lecture material and content. The Midterm Quiz is scheduled during a scheduled lecture time slot, while the Final Exam is scheduled by the Registrar's Office. Both assessments may consist of multiple choice and short and long answer questions. Exam responses should be properly formatted, clearly presented, and easy to read/follow for the purpose of grading.

Should in-person (midterm or final) assessments be cancelled or if there is a need to pivot to remote teaching, all quizzes or exams will be administered as take-home assignments instead, which will be released on LEARN with a maximum timeframe for completion. The weighting of such assessments may also be adjusted. Responses for an exam should be submitted as a single Word or PDF document to the designated LEARN dropbox by the deadline.

LAB ATTENDANCE

4% of the total grade has been allocated for lab attendance. TAs will record lab attendance for each lab section. 1% of the total grade will be deducted for a recorded absence up to a maximum of four. The TA and/or the instructor has the discretion to evaluate the lab attendance grade and to deduct marks for excessive tardiness, leaving lab sessions excessively early, etc.

TAs will only grade assignments for students in their assigned lab section. Therefore, students should only attend their assigned lab section, otherwise assignments submitted to a different session will not be graded. If in-person learning is cancelled and it is necessary for labs to be delivered remotely, students will be exempt from lab attendance for virtual lab sessions and will be permitted to attend any virtual lab section that is scheduled.

LATE PENALTY

The penalty for late assignments is 10% of the total mark for the assignment per day (i.e., from the deadline to 24 hours after counts as the first day late), including any weekends, breaks/pause days, or holidays. Assignments will no longer be accepted after 7 days with a maximum penalty of 70% deduction. The enforcement of a late penalty is to encourage lab assignments to be submitted on time and to facilitate the TA grading schedule.

If for some reason you are unable to submit your lab assignment by the due date, contact your TA and the instructor as soon as possible. Accommodations may be made on a case-by-case basis and if early enough notice is provided.

ALTERNATE ARRANGEMENTS FOR CANCELLED IN-PERSON LABS

Should there be a need to pivot to a remote teaching environment during the term (for a short-term or longer-term duration), lab sessions will migrate to an online synchronous format and hosted by TAs (WebEx links will be posted on LEARN). Instructions for ArcGIS Pro software access will also be provided on LEARN with two options for, (a) installing the software onto your own Windows computer, or (b) via remote access, which requires a stable internet connection.

ALTERNATE ARRANGEMENTS FOR CANCELLED IN-PERSON (MIDTERM OR FINAL) EXAMINATIONS

In the event of cancellation of in-person (midterm or final) examinations, such assessments will be administered as take-home examinations with digital submissions and a designated maximum timeframe for completing the examinations. The weighting of course assignments may be adjusted by the instructor, if the need arises. Contingency course assessment weights will be applied to the entire class and not on an individual basis. Further details and instructions will be provided on LEARN.

ASSIGNMENT SCREENING

Text matching software (Turnitin) will be used to screen assignments in this course. This is being done to verify that use of all material and sources in assignments is documented. In the first week of the term, details will be provided about the arrangements for the use of Turnitin and alternatives in this course. See Administrative Policy below for more information and links.

ADMINISTRATIVE POLICY

Intellectual Property: For further information on IP related to teaching, please see <https://uwaterloo.ca/legal-and-immigration-services/sites/default/files/uploads/documents/volume-1-issue-3-winter-2018.pdf> (<https://uwaterloo.ca/legal-and-immigration-services/sites/default/files/uploads/documents/volume-1-issue-3-winter-2018.pdf>) and the Guidelines for Faculty, Staff and Students Entering Relationships with External Organizations Offering Access to Course Materials, <https://uwaterloo.ca/secretariat/faculty-staff-and-students-entering-relationships-external> (<https://uwaterloo.ca/secretariat/faculty-staff-and-students-entering-relationships-external>).

Students should be aware that this course contains the intellectual property of their instructor, TA, and/or the University of Waterloo. Intellectual property includes items such as:

- Lecture content, spoken and written (and any audio/video recording thereof);
- Lecture handouts, presentations, and other materials prepared for the course (e.g., PowerPoint slides);
- Questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams); and
- Work protected by copyright (e.g., any work authored by the instructor or TA or used by the instructor or TA with permission of the copyright owner).

Course materials and the intellectual property contained therein, are used to enhance a student's educational experience. However, sharing this intellectual property without the intellectual property owner's permission is a violation of intellectual property rights. For this reason, it is necessary to ask the instructor, TA and/or the University of Waterloo for permission before uploading and sharing the intellectual property of others online (e.g., to an online repository).

Permission from an instructor, TA or the University is also necessary before sharing the intellectual property of others from completed courses with students taking the same/similar courses in subsequent terms/years. In many cases, instructors might be happy to allow distribution of certain materials. However, doing so without expressed permission is considered a violation of intellectual property rights.

Please alert the instructor if you become aware of intellectual property belonging to others (past or present) circulating, either through the student body or online. The intellectual property rights owner deserves to know (and may have already given their consent).

Co-op interviews and class attendance: Co-op students are encouraged to try and choose interview time slots that result in the least amount of disruption to class schedules. When this is challenging, or not possible, a student may miss a portion of a class meeting for an interview. Instructors are asked for leniency in these situations; but, a co-op interview does not relieve the student of any requirements associated with that class meeting.

When a co-op interview conflicts with an in-class evaluation mechanism (e.g., test, quiz, presentation, critique), class attendance takes precedence and the onus is on the student to reschedule the interview. CEE provides an interview conflict procedure to manage these situations.

Students will be required to provide copies of their interview schedules (they may be printed from WaterlooWorks) should there be a need to verify class absence due to co-op interviews.

Research Ethics: The University of Waterloo requires all research conducted by its students, staff, and faculty which involves humans as participants to undergo prior ethics review and clearance through the Director, Office of Human Research and Animal Care (Office). The ethics review and clearance processes are intended to ensure that projects comply with the Office's Guidelines for Research with Human Participants (Guidelines) as well as those of provincial and federal agencies, and that the safety, rights and welfare of participants are adequately protected. The Guidelines inform researchers about ethical issues and procedures which are of concern when conducting research with humans (e.g. confidentiality, risks and benefits, informed consent process, etc.). If the development of your research proposal consists of research that involves humans as participants, the please contact the course instructor for guidance and see: <https://uwaterloo.ca/research/office-research-ethics> (<https://uwaterloo.ca/research/office-research-ethics>)

Anti-racism Statement: The University of Waterloo does not tolerate racism or any other form of discrimination and expects campus community members to contribute to a culture where all members feel safe and valued. Any member of the campus community who has experienced racism or discrimination at the University is encouraged to seek guidance from the Office of Equity, Diversity, Inclusion & Anti-racism (EDI-R) via email at equity@uwaterloo.ca (<mailto:equity@uwaterloo.ca>) or through their website: [uwaterloo.ca/human-rights-equity-inclusion/ about/equity-office3](https://uwaterloo.ca/human-rights-equity-inclusion/about/equity-office3)

Unclaimed Assignments: Unclaimed assignments will be retained until one month after term grades become official in Quest. After that time, they will be destroyed in compliance with UW's confidential shredding procedures.

Mental Health: The University of Waterloo, the Faculty of Environment and our Departments/Schools consider students' well-being to be extremely important. We recognize that throughout the term students may face health challenges - physical and / or emotional. **Please note that help is available.** Mental health is a serious issue for everyone and can affect your ability to do your best work. Counselling Services <https://uwaterloo.ca/campus-wellness/> (<https://uwaterloo.ca/campus-wellness/>) is an inclusive, non-judgmental, and confidential space for anyone to seek support. They offer confidential counselling for a variety of areas including anxiety, stress management, depression, grief, substance use, sexuality, relationship issues, and much more.

All students are encouraged to download the WatSAFE app which is available free through the google and iOS app stores. The WatSAFE app provides on- and off-campus contacts for students in distress, including international students, and other information related to campus safety and security.

Religious Observances: Students need to inform the instructor at the beginning of term if special accommodation needs to be made for religious observances that are not otherwise accounted for in the scheduling of classes and assignments.

Communications with Instructor and Teaching Assistants: All communication with students must be through either the student's University of Waterloo email account or via LEARN. If a student emails the instructor or TA from a personal account they will be requested to resend the email using their personal University of Waterloo email account.

Recording lecture: Use of recording devices during lectures is only allowed with explicit permission of the instructor of the course. If allowed, video recordings may only include images of the instructor and not fellow classmates. Posting of videos or links to the video to any website, including but not limited to social media sites such as: facebook, twitter, etc., is strictly prohibited.

UNIVERSITY POLICY

Academic integrity: In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. [Check [the Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (<https://uwaterloo.ca/academic-integrity/>) for more information.]

Grievance: A student who believes that a decision affecting some aspect of their university life has been unfair or unreasonable may have grounds for initiating a grievance. Read [Policy 70, Student Petitions and Grievances, Section 4](https://uwaterloo.ca/secretariat/policies-procedures-) (<https://uwaterloo.ca/secretariat/policies-procedures->

guidelines/policy-70) . When in doubt, please be certain to contact the department's administrative assistant who will provide further assistance.

Discipline: A student is expected to know what constitutes academic integrity to avoid committing an academic offence, and to take responsibility for their actions. [Check the [Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (https://uwaterloo.ca/academic-integrity/) for more information.] A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about "rules" for group work/collaboration should seek guidance from the course instructor, academic advisor, or the undergraduate associate dean. For information on categories of offences and types of penalties, students should refer to [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) . For typical penalties, check [Guidelines for the Assessment of Penalties](https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties) (https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties) .

Appeals: A decision made or penalty imposed under [Policy 70, Student Petitions and Grievances](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (other than a petition) or [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) may be appealed if there is a ground. A student who believes they have a ground for an appeal should refer to [Policy 72, Student Appeals](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72) .

Note for students with disabilities: [AccessAbility Services](https://uwaterloo.ca/disability-services/) (https://uwaterloo.ca/disability-services/) , located in Needles Hall, Room 1401, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with AccessAbility Services at the beginning of each academic term.

Turnitin.com: Text matching software (Turnitin®) may be used to screen assignments in this course. Turnitin® is used to verify that all materials and sources in assignments are documented. Students' submissions are stored on a U.S. server, therefore students must be given an alternative (e.g., scaffolded assignment or annotated bibliography), if they are concerned about their privacy and/or security. Students will be given due notice, in the first week of the term and/or at the time assignment details are provided, about arrangements and alternatives for the use of Turnitin in this course.

It is the responsibility of the student to notify the instructor if they, in the first week of term or at the time assignment details are provided, wish to submit alternate assignment.