INSTRUCTOR & T.A. INFORMATION

Instructor: Dr. Noorin Manji	Email: n2manji@uwaterloo.ca	Office Hours: By Appointment
Teaching Assistant: Derrick Wang	Email: dwmaru@uwaterloo.ca	Office Hours: By Appointment

COURSE DESCRIPTION

Most modern societies are heavily predicated on the integration and development of digital technologies. The reach of this evolution extends far beyond the technology itself by having clear, vast, and diverse impacts on other aspects of human life, as well. It might even be said that this transformation has caused a fundamental paradigm shift, resulting in drastic changes to the way we live and operate in the world. In this course, students will have the opportunity to examine some of these impacts by delving into academic. and non-academic content that can help us to make sense of the pervasive digital culture that now characterizes our everyday lives. Students will explore both, the tangible and practical aspects of digital culture, as well as some of the theoretical models we have developed through social research to help explain people's interaction with it. Overarching themes in the course include historical evolution, human relationships, interconnectivity, and identity, among many others. Fourth year Global Business and Digital Arts (GBDA) students enrolled in this course will be challenged to conceive, create, and apply design-driven content and solutions to unique digital socio-cultural problems, in both local and global contexts.

COURSE OBJECTIVES & LEARNING OUTCOMES

Upon completion of the course, a successful student will be able to:

- Demonstrate their growing knowledge related to digital culture as a defining feature of modern life.
- Navigate online learning environments and resources to locate, retrieve, and generate content, particularly with the goal of finding and effectively applying relevant material to course deliverables.
- Examine, assess, and analyze both scholarly and non-scholarly content in the application of contemporary models and theories, especially with the purpose of discerning how varying perspectives overlap and differ.
- Apply strong oral and written communication skills to various independent and collaborative work goals.
- Engage in self-directed learning strategies to hone academic and non-academic strengths and weaknesses.
- Bridge the processes of collecting information, conducting analysis, and engaging in communication, with the goal of producing content and knowledge, especially through project-based deliverables.

COURSE REQUIREMENTS AND ASSESSMENTS

Assessment	Due By/Breakdown	Weighting
Term Tasks	4 X 5% each	20%
Product Digitization Group Project	Due on the week your group selects	25%
Project Commentaries	12 X 2.5% each	30%
Final Assignment	Tuesday, December 7, 2021	25%
TOTAL		100%

*PLEASE NOTE: Assessments due by <u>11:59 pm Eastern Time</u> on due date (see schedule for details)

RECOMMENDED READINGS

All readings and additional content will be posted on LEARN for your access. Guidance and instructions on how best to navigate the materials will be provided in the weekly course announcements.

CLASS/LECTURE STRUCTURE

Classes are being delivered remotely and asynchronously. This means that there is **no** formal meeting time at which you have to 'attend class.' To help you stay organized throughout the term, a weekly announcement will be posted on your course's LEARN homepage at the start of each new week. The announcements will contain:
1. The week's 'Course Topic'
2. Information on recorded lecture content to help guide you through course material
3. Information on readings and other content for you to explore and make use of to complete course work
4. A list of deliverables due that week, with information on task descriptions and other related material

TERM TASKS

There will be 5 Term Tasks in this course, each worth 5%, for a total of 25% of your course grade. Term Tasks may cover a wide range of simple activities including, but not limited to, discussion board posts, informal video assignments, mini creative projects, and others. More particular instructions/guidance will be provided on the weeks that the Term Tasks are due:
- Term Task 1 → DUE BY: 11:59 pm (Eastern Time) on **Monday, September 13th**
- Term Task 2 → DUE BY: 11:59 pm (Eastern Time) on **Monday, September 27th**
- Term Task 3 → DUE BY: 11:59 pm (Eastern Time) on **Monday, October 4th**
- Term Task 4 → DUE BY: 11:59 pm (Eastern Time) on **Monday, October 18th**

PRODUCT DIGITIZATION GROUP PROJECT

You will be guided on how to form groups of 4-6 students during the first week of the term. There should be 15 groups total across the class. Each group will pick an available week during the term for which they will be responsible for recording and uploading their presentation for the Product Digitization Project (see schedule). This will entail group members organizing and recording a virtual meeting (using any platform you prefer like Zoom, Teams, FaceTime, etc.). Your group's presentation + posted recording will account for 25% of your course grade. Though there will be a small group mark, the majority of your grade for this assignment will be dependent on your INDIVIDUAL contributions. More details will be provided on how best to execute this and what tools, resources, and approaches should be explored.

PROJECT COMMENTARIES

You will also be responsible for providing some form of commentary on some of the other groups' uploaded Product Digitization Presentations. You do **NOT** need to provide commentary on the presentations of any groups who are scheduled the same week as your own group (including your own group). In total, you should be commenting on 12 other groups' presentations, and each commentary will be worth 2.5%, accounting for a total of 30% of your overall course grade. More information will be given on how to best address these commentaries on the weeks that they will occur (see course schedule).

FINAL ASSIGNMENT

You will also be responsible for completing the final course assignment, which is worth 25% of your overall course grade. More details and instructions will be provided closer to the due date.

MISSED/LATE WORK

No accommodations will be made for students who miss/are late to complete course work, without providing the institutionally required documentation in accordance with UW guidelines. Students who miss more than one evaluation may face re-weighting of their course components, at the instructor's discretion, as well as a notification to the Associate Dean's office, whether documentation is provided or not. A general late policy will apply to course work, at 5% per day, at the discretion of the instructor.

COURSE SCHEDULE

Week #	Date	Course Content
1	Wednesday, September 8th – Friday, September 10th	Course Introduction
	Monday, September 13th	**Deliverable:** Term Task 1 (5%)
2	Tuesday, September 14th – Monday, September 20th	The Evolution to Digital Life
3	Tuesday, September 21st – Friday, September 24th	Human Relationships in the Digital Age
	Monday, September 27th	**Deliverable:** Term Task 2 (5%)
4	Tuesday, September 28th – Friday, October 1st	Exploring Smartphones as THE Digital Tool
	Monday, October 4th	**Deliverable:** Term Task 3 (5%)
5	Tuesday, October 5th – Friday, October 8th	Digital Identity
	Saturday, October 9th – Sunday, October 17th	READING WEEK [NO CONTENT]
(5)	Monday, October 18th	**Deliverable:** Term Task 4 (5%)
6	Tuesday, October 19th – Friday, October 22nd	Theorizing Digital Existence
	Monday, October 25th	**Deliverable:** Product Digitization Group Projects & Project Commentaries – Set 1
7	Tuesday, October 26th – Friday, October 29th	Happiness in the Digital Era
	Monday, November 1st	**Deliverable:** Product Digitization Group Projects & Project Commentaries – Set 2
8	Tuesday, November 2nd – Friday, November 5th	Discussion of Final Assignment
	Monday, November 8th	**Deliverable:** Product Digitization Group Projects & Project Commentaries – Set 3
9	Tuesday, November 9th – Monday, November 15th	[Course "catch up" week → no new content, no deliverables - use this time to catch up/work ahead!]
10	Tuesday, November 16th – Friday, November 19th	GUEST LECTURE
	Monday, November 22nd	**Deliverable:** Product Digitization Group Projects & Project Commentaries – Set 4
11	Tuesday, November 23rd – Friday, November 26th	The Mobile Revolution: A Paradigm Shift
	Monday, November 29th	**Deliverable:** Product Digitization Group Projects & Project Commentaries – Set 5
12	Tuesday, November 30th – Tuesday, December 7th	[Optional Student Appointments] **Deliverable:** Final Assignment due by December 7th (25%)

*PLEASE NOTE: All Assessments are due by <u>11:59 pm Eastern Time</u> on the due date

STATEMENTS AND LINKS TO BE INCLUDED ON ALL COURSE OUTLINES:

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 for more information.]

Grievance: A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70, Student Petitions and Grievances, Section 4. 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 his/her actions. [Check the Office of 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. For typical penalties, check Guidelines for the Assessment of Penalties.

Appeals: A decision made or penalty imposed under Policy 70, Student Petitions and Grievances (other than a petition) or Policy 71, Student Discipline may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to Policy 72, Student Appeals.

Note for students with disabilities: AccessAbility 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.

Intellectual Property: 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). 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.

Notes: