

## Course Syllabus

*(subject to change)*

HS 1001A: Personal Determinants of Health  
School of Health Studies, Faculty of Health Sciences  
Fall | 2022

### Instructor Information

Prof. Katie Shillington (she/her) | kshilli4@uwo.ca  
Weekly Office Hours: Mondays from 12:00-1:00PM EST

### Positionality/Land Acknowledgement

*I acknowledge that I am a settler scholar of White descent, who has grown up in what is currently called Canada. I am a faculty member at Western University, which is located on the unceded territories of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Attawandaron or Chonnonton Nations, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum.*

*As an educated White woman I state this from a position of privilege. I am grateful to live, work, and thrive upon these lands at present, and call what is currently London, Ontario, home. As a health promoter and physically-abled person, I often reflect upon the honour it is to take my dog for a walk every day or to go for a run. In the stillness of the morning, while my feet hit the ground, I thank the Indigenous Peoples (e.g., First Nations, Métis, and Inuit) whose land this once was, as they are the original caretakers.*

*I want to acknowledge the privilege I have through my access to post-secondary education. As an academic and life-long learner, I am given the opportunity to share my knowledge with others, while I know this is not always the case of my Indigenous and racialized peers. Often, their voices are excluded from these spaces due to practices grounded in intergenerational trauma, colonialism, and oppression. As an advocate for the health and wellbeing of all, I recognize that we must dismantle our current colonial practices that are entrenched in our School, classrooms, and research. I strive to do this in my teaching, in the research I conduct, and in my everyday interactions. Yet, I recognize that there is still much for me to learn. I accept responsibility to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities.*

### Teaching Assistant Information

Teaching Assistants	Email	Online Office Hours <i>(see sign-up in OWL)</i>	Assigned Tutorial
Safa Khan	skha32@uwo.ca	Thursday 11:30am-12:30pm	Tues 11:30-12:30PM SH-2355
Mishele Kaplan	mkaplan5@uwo.ca	Monday 11:30am-12:30pm	Tues 11:30-12:30PM AHB-1B02
Lanei Amein	lamein3@uwo.ca	Tuesday 2:30-3:30pm	Tues 4:30-5:30PM PAB-34
Mahtab Jangi	mjangi@uwo.ca	Monday 4:00-5:00pm	Tues 5:30-6:30PM UCC-67
Madeline Dougherty	mdoughe5@uwo.ca	Wednesday	Wed 9:30-10:30AM

		4:00-5:00pm	PAB-34
Julie Vo	jvo8@uwo.ca	Wednesday 12:30-1:30pm	Wed 1:30-2:30PM SSC-3014
Emily Saunders	esaunde8@uwo.ca	Friday 1:00-2:00pm	Wed 5:30-6:30PM PAB-34
Laura Mulder	lmulder2@uwo.ca	Thursday 3:00-4:00pm	Thurs 8:30-9:30AM PAB-34
Bethelehem (Beth) Girmay	bgirmay@uwo.ca	Tuesday 3:00-4:00pm	Thurs 1:30-2:30PM UCC-67
Jessica Allen	jalle42@uwo.ca	Wednesday 1:30-2:30pm	Thurs 4:30-5:30PM UCC-67
Ahrrabie Thirunavukkarasu	athirun@uwo.ca	Monday 9:00-10:00am	Fri 10:30-11:30AM PAB-34

***\*Please note that the TA who leads your tutorial should be your first point of contact for all course-related inquires.***

### **Course Information**

The purpose of the course is to introduce students to the constructs of health and wellness from a personal perspective. The course covers a range of health-related topics related to personal health and wellness, with a particular emphasis on increasing knowledge, awareness, and improving individual health. Students are expected to review all online lectures, and to: (1) complete two midterm examinations; (2) complete 8 textbook (Connect) assignments; (3) participate in tutorials; and (4) write a final examination.

***Note: This is a blended course (i.e., weekly lectures will be posted on OWL and tutorials will be in person)***

**Lecture Days:** Lectures will be posted on OWL every Monday

**Lecture Time:** N/A

**Lecture Location:** Online (OWL)

<b>Tutorial Day</b>	<b>Tutorial Time</b>	<b>Tutorial Location</b>
Tuesday	11:30-12:30PM	SH-2355
Tuesday	11:30-12:30PM	AHB-1B02
Tuesday	4:30-5:30PM	PAB-34
Tuesday	5:30-6:30PM	UCC-67
Wednesday	9:30-10:30AM	PAB-34
Wednesday	1:30-2:30PM	SSC-3014
Wednesday	5:30-6:30PM	PAB-34
Thursday	8:30-9:30AM	PAB-34
Thursday	1:30-2:30PM	UCC-67
Thursday	4:30-5:30PM	UCC-67
Friday	10:30-11:30AM	PAB-34

*Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.*

## Classroom Expectations

Contemporary academic traditions are built upon the power of a select groups of people; however, that is changing as we move towards classroom content and approaches that acknowledge the importance of inclusivity and equity. This said, I acknowledge that it is possible that there may be both overt and covert biases in the material due to the lens with which it was written. Please contact me or submit anonymous feedback if you have any suggestions to improve the quality of the course materials.

Furthermore, I would like to create a learning environment for my students that supports a diversity of thoughts, perspectives, and experiences, and honours your identities. My goal is to have meaningful conversations and interactions and create opportunities for intellectual and personal enrichment. To help accomplish these classroom goals, I invite you to partner with me in the following ways:

- If you feel like your performance in the class is being impacted by your experiences outside of class, please don't hesitate to talk to me
- If something was said in lecture or in the class (by anyone) that made you feel uncomfortable, please talk to me about it (again, anonymous feedback is always an option)

## Course Materials

Students will be assigned several readings throughout the duration of the course. These readings correspond to the lecture topics and will be identified in the course syllabus. Additional readings may be posted on the course website at any time. Students are responsible for the content of all required readings.

**Required Text:** Irwin, J.D., Burke, S.M., Insel, P.M. & Roth, W.T. (2019). Core Concepts in Health (3rd Canadian Edition). Toronto, ON: McGraw-Hill Education. **[Connect, an online resource which accompanies this text, is also required]**

Students can purchase the Connect **digital only** version, OR the **print text**, packaged with Connect, through the Western University Book Store: [https://bookstore.uwo.ca/textbook-search?campus=UWO&term=W2022A&courses%5B0%5D=200\\_UW/HTH1001A](https://bookstore.uwo.ca/textbook-search?campus=UWO&term=W2022A&courses%5B0%5D=200_UW/HTH1001A)

**Note: This is a NEW edition of the course text; thus, previous versions of the text (i.e., 1<sup>st</sup> and 2<sup>nd</sup> editions) are not recommended. Also, as noted above, CONNECT— the online resource for this text — is required for this course.**

Additional readings related to course content, or health and wellness more generally, may be posted throughout the course. Please note that these readings may or may not supplement course material and are for interest/informational purposes only; they are NOT required readings.

## Student Evaluation

Weighting	Grade Component	Due Date
4%	SmartBook Assignments – 8 assignments X 0.5% each	Sept 19 & 26 Oct 3, 17, & 24 Nov 7, 21, & 28 <i>Submitted by 4:00pm</i>
10%	Tutorial Attendance & Participation	N/A

30.5%	Midterm Exam #1	Oct 4 <sup>th</sup> at 4:00pm EST <i>Content from Weeks 1-4</i>
30.5%	Midterm Exam #2	Nov 12 <sup>th</sup> at 12:00pm (noon) EST <i>Content from Weeks 6-8</i>
25%	Final Exam	TBA <i>Cumulative</i>

**Please note that tutorials and the final examination will occur in-person. Further, the tutorial that you are registered in is the tutorial you must attend.**

## 1. SmartBook Assignments

SmartBook assignments will account for a total of 4% of your final mark. SmartBook assignments are organized for only the course topics/units that are linked to chapters from the textbook. This means that you will have 8 textbook chapters that will be used as the basis for SmartBook Assignments (these units and chapters are noted in the weekly course overview below). It is recommended that you complete each assignment prior to the weekly lessons. You should expect to spend up to 90 minutes working on each SmartBook assignment, although the times will vary.

You are expected to read the associated textbook chapters before working on the SmartBook assignments. Reading the textbook chapters thoroughly with detailed notes can help you in completing these assignments, and will also help to prepare you for the midterm and final exam.

Additionally, SmartBook assignments are ‘smart’: the system can detect your confidence level on the contents. There is a ‘forced pause’ function embedded. This function is only activated when you repeatedly answer questions incorrectly, prompting you to access the course material before continuing.

More details:

- When you get 2 questions (or more) in a row incorrect, before you may continue to the next question, you must click the resource link button that is below the question. This will take you directly to the highlighted section of SmartBook where the question is addressed. This is meant to provide a direct association to the course material and give you the opportunity to self-correct.
- If you provide an incorrect response again (i.e., 3+ wrong in a row), the forced pause will continue.
- Once you provide a correct response, the system resets to two questions in a row before a forced pause occurs.

## 2. Tutorials

Tutorials will **begin the week of September 19<sup>th</sup>** and **end the week of November 28<sup>th</sup>** (i.e., there are **8 tutorials, worth a total of 10% of your final grade**). You will be assigned to one weekly 60-minute tutorial session, which will be held in-person. Tutorial discussion topics will vary, and will relate to topics discussed during the asynchronous lectures, Connect (e.g., SmartBook) activities, and/or other learning activities that will be identified each week. Students should come prepared to tutorials each week; students will be graded based on tutorial attendance and participation.

In the School of Health Studies, each course instructor sets specific expectations for attendance and participation that are specific to the course, teaching objectives, and learning outcomes. Regular attendance is expected and essential for all courses, but particularly those that include participation grades in their evaluation schemes. Participation means not only attending tutorials, but active engagement in them, including (for example) contributing meaningfully to group discussions, and a demonstrated effort to prepare by completing assigned readings and following the instructor's and TA's guidelines. Students who miss tutorials, or parts of them, are responsible for the material they have missed. Instructors and TAs are not obliged to review the contents of missed tutorials or lectures. Persistent absenteeism may have serious repercussions and may result in you failing this course.

***\*Please note that students are required to attend 6 out of 8 tutorials to pass the course. In situations where students are unable to attend the required number of tutorials due to medical or compassionate reasons, completion of an additional assignment will be required.***

### 3. Midterms

There are two midterms in this course. The midterms, each worth 30.5%, **will take place online** via OWL on **October 4<sup>th</sup> at 4:00pm EST** (content from weeks 1-4) and **November 12<sup>th</sup> at 12:00pm (noon) EST** (content from weeks 6-8). The midterms will include material from the textbook and other required readings, as well as any material covered in the lectures (e.g., lecture notes, films/videos, guest presentations, etc.) and through the SmartBook activities. The midterms will last 90 minutes and information about the midterm exams will be posted on OWL prior to the exams. **Please note there will be NO tutorials held on the weeks of the mid-term examinations.**

### 4. Final Exam

The final exam will include predominantly multiple choice and true/false and may include some fill in the blanks. The final exam, worth 25%, will be scheduled by the Registrars Office at a later date and it is strongly recommended that students do not plan holidays/vacations until the Registrars Office publishes the final exam schedule. **The final exam will be in-person** and will cover content from Weeks 1-14 (i.e., the exam is cumulative). The exam will include material from the textbook and other required readings, as well as any material covered in the lectures (e.g., lecture notes, films/videos, guest presentations, etc.) and through the SmartBook activities.

*Please note computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.*

### 5. Makeup Exam

You must have a valid medical or compassionate reason for missing a scheduled examination, and documentation for your absence must be filed with the main office of the School of Health Studies (please see "University and Course Policies" section below for information pertaining to academic consideration for medical illness or non-medical absences).

Following receipt of approved accommodation from the counselling office, a makeup examination will be scheduled within one week of the originally scheduled exam. Please note that makeup examinations will differ from the originally scheduled examinations and may include written/short answer components.

**Lecture and Reading Schedule (*subject to change*)**

Week	Date	Topic	Readings
1	Sept 8	Introduction to Course	Course Outline
2	Sept 12	<b>Taking Charge of Your Health</b> <i>SmartBook Assignment (Ch. 1) due Sept 19</i>	Textbook Chapter 1
3	Sept 19 *Tutorials Start	<b>Psychological Health</b> <i>SmartBook Assignment (Ch. 2) due Sept 26</i>	Textbook Chapter 2
4	Sept 26	<b>Stress, Kindness, &amp; Resilience</b> <i>SmartBook Assignment (Ch. 3) due Oct 3</i>	Textbook Chapter 3  <i>Supplemental Reading:</i> <i>Shillington, K. J., Johnson, A. M., Mantler, T., Burke, S. M., &amp; Irwin, J. D. (2021). Kindness as an Intervention for Student Social Interaction Anxiety, Resilience, Affect, and Mood: The KISS of Kindness Study II. Journal of Happiness Studies, 1-31.</i>
5	Oct 3 *No Tutorials	Midterm #1 - Oct 4 <sup>th</sup>	N/A
6	Oct 10	<b>Weight Management</b> <i>SmartBook Assignment (Ch. 4) due Oct 17</i>	Textbook Chapter 4
7	Oct 17	<b>Nutrition –</b> <b>Guest Lecture with Nia Contini</b> <i>SmartBook Assignment (Ch. 5) due Oct 24</i>	Textbook Chapter 5
8	Oct 24	<b>Exercise for Health and Fitness</b> <i>SmartBook Assignment (Ch. 6) due Nov 7 (after reading week)</i>	Textbook Chapter 6
9	Oct 31	Reading Week	N/A
10	Nov 7 *No Tutorials	Midterm #2 – Nov 8 <sup>th</sup>	N/A

<b>11</b>	<b>Nov 14</b>	<b>Cancer</b> <i>SmartBook Assignment (Ch. 8) due Nov 21</i>	Textbook Chapter 8
<b>12</b>	<b>Nov 21</b>	<b>Pregnancy and Childbirth – Guest Lecture with Julia Yates</b> <i>SmartBook Assignment (Ch. 12) due Nov 28</i>	Textbook Chapter 12
<b>13</b>	<b>Nov 28</b>	<b>Sexuality, Gender, and Health – Guest Lecture with Cara Davidson</b>	<i>Supplemental Reading: Fleming, P. J., &amp; Agnew- Brune, C. (2015). Current Trends in the study of Gender Norms and Health Behaviors. Current Opinion in Psychology, 5, 72–77.</i>  <i>Jackson, C. L., Agénor, M., Johnson, D. A., Austin, S. B., &amp; Kawachi, I. (2016). Sexual orientation identity disparities in health behaviors, outcomes, and services use among men and women in the United States: a cross-sectional study. BMC Public Health, 16(1), 807.</i>
<b>14</b>	<b>Dec 5</b> <b>*No Tutorials</b>	<b>Course Wrap-Up</b>	N/A

## University and Course Policies

### 1. COVID-19 Contingency Plan

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will not change. Any remaining assessments will also be conducted online as determined by the course instructor.

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, tests and examinations in this course will be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide personal information (including some biometric data) and the session will be recorded. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service. More information about

this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: <https://remoteproctoring.uwo.ca>

## 2. Rounding of Grades and Re-Weighting of Exams

These are practices some students request. These practices will not occur in this course. The edges of this course are clear and sharp. The mark attained is the mark you achieved and the mark assigned; there is no rounding to the next grade level, and there is no re-weighting of exams. Please do not ask us to do this for you. It degrades our experience as your professors and your experience as a student. We all have an appreciation of high standards.

## 3. Course Website (OWL)

All students in this course need to use OWL to access resources used in this course such as PowerPoint (lecture) presentations, videos, additional handouts and/or readings, and this course outline. Students are responsible to check the OWL site regularly for this course for updates and announcements. Additionally, grades will only be provided to you through the course website – we will not, under any circumstance, convey grades via email or over the phone.

OWL is an electronic shared space that will be used frequently throughout the course for a variety of purposes. Please interact respectfully on this shared e-space. The privilege of contributing to the site can be revoked if deemed necessary.

## 4. Contact/Questions

All questions regarding course content should be posted on OWL forums. **While your assigned TA should be your 'first line' for asking questions related to the course**, forums (discussion boards) on OWL will also be used by TAs to answer student questions. The forums will be set up to include a separate space for questions and discussion related to: (1) lectures/content; (2) the midterm exams; (3) the SmartBook activities; and (4) the final exam. You have the ability to edit and delete your own posts. The instructors and TAs can also delete posts that are deemed to be inappropriate. There will also be a 'general discussion' forum where students can discuss any number of topics related to the course.

In all of the above communication tools and any time you are interacting with others on our shared OWL website or via e-mail, please be mindful of '**online etiquette**' (discussed below). It is expected that you will use professional language and proper grammar and punctuation when posting and e-mailing. Students who do not act accordingly have the potential of losing website privileges.

## 5. Email

The TAs and instructor will do our best to answer all course-related questions sent via e-mail within a reasonable timeframe, but please note that due to the large number of students in this class, there may be delays (*also note that e-mails are not typically sent or replied to on weekends or outside of working hours—8am to 5pm—on weekdays*). Please limit your e-mail questions to administrative matters only. Questions on course content will not typically be answered via e-mail; rather, these questions should be: (a) asked during scheduled meetings (or office hours) with the instructor and/or your assigned TA; or (b) posted to an online discussion forum. **Please note that you must use your UWO email address for all correspondence regarding this course; e-mails from other addresses will not be responded to.**

## 6. Intellectual Property

The educational materials developed for this course, including, but not limited to, lecture notes and slides, handout materials, examinations and assignments, and any materials posted to OWL, are the intellectual property of the course instructor. These materials have been developed for student use only and they are not intended for wider dissemination and/or communication outside of a given course. Posting or providing unauthorized audio, video, or textual material of course content to third-party websites violates instructors' intellectual property rights, and the Canadian Copyright Act. Recording lectures in any way is prohibited in this course unless specific permission has been granted by the instructor.

**Unless explicitly noted otherwise, you may not make audio or video recordings of pre-recorded lectures or other course materials. Nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**

## 7. Academic Consideration

The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances, including short-term illness or injury. Reasonable academic consideration is a cooperative process between the University, the student, and academic staff. All participants in the process must act in good faith, and fulfil their respective obligations, if it is to succeed.

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant as to temporarily render them unable to meet academic requirements, may submit a request for academic consideration through the following routes:

- (i) For medical absences, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner, in order to be eligible for Academic Consideration; or
- (ii) For non-medical absences, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration, in order to be eligible for academic consideration.

Students seeking academic consideration:

- Are advised to consider carefully the implications of postponing tests or midterm exams or delaying handing in work;
- Are encouraged to make appropriate decisions, based on their specific circumstances, recognizing that minor ailments (e.g., upset stomach) or upsets (e.g., argument with a friend) are not normally an appropriate basis for a self-reported absence;
- **Must communicate with their instructors no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence;
- **Are advised that all necessary documentation, forms, etc. are to be submitted to academic counselling within two business days after the date specified for resuming responsibilities**

## 8. Student Code of Conduct

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at The University of Western Ontario, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed, and set out the disciplinary procedures that the University will follow. For more information, visit <http://www.uwo.ca/univsec/pdf/board/code.pdf>.

## 9. Academic Offenses

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site: [Academic Calendar](#) - Western University.

## 10. Support Services

There are various support services around campus, and these include, but are not limited to:

1. Student Development Centre -- <http://academicsupport.uwo.ca/>
2. Student Health -- <https://www.uwo.ca/health/>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombudsperson Office -- <http://www.uwo.ca/ombuds/>

## 11. Health and Wellness

The undergraduate experience is rewarding and challenging socially, emotionally, and intellectually. Finding ways to balance scholarly life with our personal lives can be tough, but it's important to learn how to manage stress. Western provides several health and wellness-related services to students, which may be found at <http://www.health.uwo.ca/>. You can also check out the Campus Recreation Centre or the McIntosh Gallery ( <http://www.mcintoshgallery.ca/>), for alternative spaces to reconnect with your bodies and restore your spirit. You may also want to access local resources that are closer to where you are living during the school year. Recalibrating ourselves emotionally begins with slowing down, reminding ourselves that we are ok, and taking a few deep, slow breaths. This remarkably effective strategy brings the body from stress mode into a more relaxed state.

If you are in emotional or mental distress should refer to Mental Health@Western [Mental Health Support - Health & Wellness - Western University](#) for a complete list of options about how to obtain help or Thames Valley Family Services (<https://www.familyservicethamesvalley.com/>), a trusted provider within the community. To help you learn more about mental health, Western has developed an interactive mental health learning module, found here: [Health & Wellness - Western University](#). It's also advisable to have a wellness safety plan if you don't want to reach out to formal services. Having the numbers of a few trusted individuals is another strategy.

## 12. University and School of Health Studies Grading Information

The university-wide descriptor of the meaning of letter grades, as approved by Senate:

A+	90-100	One could scarcely expect better from a student at this level
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A	80-89	Superior work that is clearly above average
B	70-79	Good work, meeting all requirements and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

It is expected that the grades for this course will fall between 68-72%. In the event that the course average falls outside this range, a constant may be added (or subtracted) from each student's grade, by the instructor, to bring the class average in line with school policy.

### 13. Common Concern Guidelines

The table below summarizes a list of common student concerns and how they are to be resolved. If you have a concern that is not listed here, then please email your instructor.

Concern	How to address concern
Course administrative matters	Read through the course outline or email instructor if question cannot be answered from information in the course outline
Course content questions	Refer to the OWL Resources (notes, calendar, etc). Email the instructor.
Grade disputes and requests for appeals	A student requesting an appeal to a specific course with respect to a grade for an assignment or examination must first contact their instructor to discuss such matters.  Visit the following website for guide on submitting an appeal: <a href="https://uwo.ca/fhs//policies/appeals.html">https://uwo.ca/fhs//policies/appeals.html</a>

### 14. Classroom Use of Electronic Devices

**During Exams:** Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices during ANY tests, quizzes, midterms, examinations, or other evaluations.

**During Lectures:** Although you are welcome to use a computer during lecture, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class. When engaged in online lectures/discussions, please ensure that all cellphones or other communication devices are turned off or have their ringers silenced.

### 15. Online Etiquette

Some components of this course involve online interactions. To ensure the best experience for both you and your classmates, please honour the following rules of etiquette:

- Please "arrive" to class on time
- Please use your computer and/or laptop if possible (as opposed to a cell phone or tablet)

- Ensure that you are in a private location to protect the confidentiality of discussions in the event that a class discussion deals with sensitive or personal material
- To minimize background noise, kindly mute your microphone for the entire class until you are invited to speak, unless directed otherwise
- In order to give us optimum bandwidth and web quality, please turn off your video camera for the entire class unless you are invited to speak
- Please be prepared to turn your video camera off at the instructor's request if the internet connection becomes unstable
- Unless invited by your instructor, do **not** share your screen in the meeting

When participating in online meetings, please consider the following:

- If you wish to speak, use the "raise hand" function and wait for the instructor/TA to acknowledge you before beginning your comment or question
- Remember to unmute your microphone and turn on your video camera before speaking
- Self-identify when speaking
- Remember to mute your mic and turn off your video camera after speaking (unless directed otherwise)

General considerations of "netiquette":

- Keep in mind the different cultural and linguistic backgrounds of the students in the course
- Be courteous toward the instructor, TA, your colleagues, and authors whose work you are discussing (if applicable)
- Be respectful of the diversity of viewpoints that you will encounter in the class and in your readings. The exchange of diverse ideas and opinions is part of the scholarly environment
- Be professional and scholarly in all online postings and discussions

Note that disruptive behaviour of any type during online meetings, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures.