

## Contact Information

### Course Instructor

Professor Kyle Danielson

psya02@utsc.utoronto.ca



### Office Hours

Wednesdays, 10:30am-12:00pm BY APPOINTMENT online.

If you wish to attend office hours, you must first sign up for a slot at least 24 hours in advance by using this link:

<http://www.calendly.com/kdanielson>

After you have signed up, you may access Kyle's office hours by navigating to this link:

<https://zoom.us/j/4162877098>

You will be prompted to download the Zoom app if you wish to have a video chat with Kyle. If you just want to use audio, you don't need to download the app.

**IMPORTANT NOTE:** Kyle's office hours are for **content-related questions** or academic/career advice. For all **administrative concerns**, such as missed deadlines, assignment instructions, AccessAbility accommodations, SONA issues, etc., please visit Ainsley's office hours.

### Course Coordinator

Ainsley Lawson

psya02@utsc.utoronto.ca



### Office Hours

Generally available for drop-in appointments on weekdays, 10 AM – Noon and 2 – 4 PM. To book a specific appointment please email [psya02@utsc.utoronto.ca](mailto:psya02@utsc.utoronto.ca).

Location: Psychology Administrative Offices, SW427C

**IMPORTANT NOTE:** Ainsley's office hours are for **administrative questions** (assignment instructions, deadlines, accommodations, issues with SONA, etc.) For content questions, please visit Kyle's office hours.

Ainsley is also able to answer questions related to the Psychology, Mental Health Studies, and Neuroscience programs.

## General Course Information

This course is the second part of Introduction to Psychology. Along with PSYA01, this course provides students with an overview of the foundational aspects of psychological science. In PSYA02, we will continue covering some of the **basic building blocks** of psychology, such as intelligence, emotion, social psychology, and personality. We'll also spend some time discussing **developmental change** across the lifespan. Finally, we'll finish the term by exploring **atypical patterns** in psychology, including psychological disorders and the treatment of them.

We think that there is something for everyone in this course. Even if you don't think that you have thought deeply about psychology before, we in fact are all amateur psychological scientists, constantly pondering and analyzing our own psychological states and those of others around us. We hope that you will find aspects of this course to be applicable to and enriching of your daily lives.

After you finish the PSYA01 and PSYA02 sequence of courses, you'll be prepared to dive further into psychological science at the B-level. We hope that, after this experience, you'll be motivated to do so!

## Learning Objectives

By the time you finish this course, you should...

- ...have a **basic understanding** of the major concepts, findings, and theories in personality, developmental, social, health, and clinical psychology
- ...be comfortable **critiquing** a product of pop science using empirical data and theories from psychological science
- ...have practice **applying** concepts, findings, and theories from psychological science to real-world scenarios
- ...be able to **think critically** about competing theoretical claims in psychology
- ...have practice **critiquing peers' written work** and **incorporating** such feedback into your own written work
- ...have **thought deeply** about what place the study of psychological science will have in the rest of your university career and beyond

## Lectures

Lectures for the summer section of PSYA02 have been recorded during the preceding Winter term. All lectures are accessible online via the University of Toronto's WebOption service. It is important to note that, because the lectures were recorded in a different semester, **any mention of course deadlines in the lectures themselves should be disregarded**. Instead, refer to the **Deadlines** document posted on Quercus.

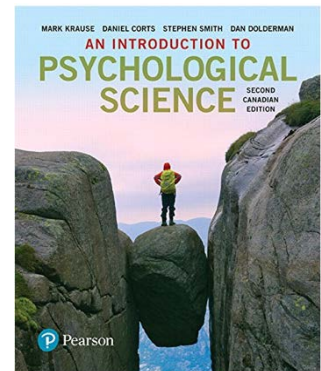
## Textbook

The textbook we will be using for this course is called Psychological Science (2nd **Canadian** Edition) and is authored by Krause, Smith, Corts & Dolderman.

In PSYA02 we will cover **Chapters 9 through 16** of the text, but **not in the exact order that they appear!** Please see the lecture schedule on Quercus for details.

To access the textbook online, navigate to the following link and use the code that you purchased. If you are not sure whether you will remain in the course, you may use the textbook online for free for 14 days.

<https://console.pearson.com/enrollment/5odifd>



**An important note about the relationship between the textbook and the lectures:** although the lectures will be informed by the textbook, certain aspects of the textbook will be emphasized more than others. Some information may also be introduced that may **not** be in the textbook. mTuner quizzes and the final exam will consist of questions from **both** the lecture and the textbook, in roughly equal proportions. It is thus **essential** that you watch each lecture carefully and read each chapter of the textbook (preferably at least twice). Simply reading the textbook alone or watching the lectures alone is **NOT** sufficient!

## Course Mark Breakdown

With the exception of the midterm exam and the final exam, all assessments will be performed **online**. Due dates for each of these assignments can be found in the **Course Deadlines** document on Quercus. **The deadlines are not flexible, under any circumstances, and missing a deadline will result in a "0" on the assignment in question.**

### Grading Scheme:

1%	mTuner 0: Syllabus Quiz
18%	mTuners 1-4 (4.5% each)
12%	peerScholar writing assignment
4%	Experimental participation (SONA)
5%	Top Hat exercises
30%	Midterm Exam
30%	Final Exam

## mTuner

mTuner activities are enhanced, online multiple-choice tests that you will complete after every two chapters we cover in PSYA02. With the exception of mTuner 0, each mTuner activity will contain **25 questions**, and will cover the following chapters and their corresponding lectures:

mTuner 0:	Syllabus (this quiz will contain approximately 10 questions about the syllabus and course structure)
mTuner 1:	10 and 12
mTuner 2:	9 and 11
mTuner 3:	13 and 14
mTuner 4:	15 and 16

The mTuner questions will predominantly be based on the chapters listed. However, Psychology is a cumulative discipline. You should be familiar with earlier chapters in the textbook in order to answer questions on the later mTuners.

**Detailed information on the dates for the mTuner activities and how to complete them will be available on Quercus.**

**The mTuners are meant to help you PRACTICE and to stay up to speed with the lectures. They are NOT designed to mimic the midterm and final exams. Although the question format on the mTuners and on the final exam are similar, do NOT mistake high performance on the mTuners as a guarantee of high performance on the final exam. mTuner scores are typically in the 80-90% range, because they are open-book quizzes. The exams typically have a mean score around 60%.**

## peerScholar

peerScholar is an online tool that helps develop your critical thinking skills. There are three phases:

- 1) You will write a short composition. Details about this composition will become available online at the end of the first week of classes. **The peerScholar assignment for Summer 2019 is NOT the same one as Winter 2019.**
- 2) You will be randomly assigned to anonymously evaluate assignments submitted by approximately six of your peers. At the same time, approximately six peers will be anonymously evaluating your work.
- 3) You will revise your composition in light of the feedback you received, and course TAs will grade you on the final composition, the quality of the comments you gave to your peers, and the appropriateness of your revisions.

**Detailed information on the peerScholar activity and how to complete it will be available on Quercus.**

## Experimental Participation (SONA)

Many senior undergraduates, graduate students, and faculty conduct research aimed at better understanding psychological processes. You will read about such research throughout the course, but to make what you read more concrete, another component of the class involves you serving as a participant in ongoing research. Being a participant will give you the chance to interact directly with researchers in the context of a few specific experiments, with the hope that you will come to a better understanding of psychological research through this experience. **You will earn 0.5 credits for every 30 minutes of participation, up to a maximum of 4 credits (4 hours).**

To find and schedule experiments, you will use a system called SONA. New experiments will be posted regularly. You earn your credits over the term as suitable experiments (i.e. ones that you want to do and that fit your schedule) become available. **Detailed information will be posted to Quercus once SONA has been opened for the term.**

***SONA does not open until the second week of classes. Please do not email us in advance asking when SONA will become available.***

Some notes:

- If you sign up for an experiment but fail to show up for it, you will receive a **0.5 credit deduction** from your SONA grade. If you need to cancel an appointment, you must inform the researcher at least **48 hours** in advance.
- Similarly, if a researcher needs to cancel your appointment, they must inform you 48 hours in advance. If you have signed up for an experiment and the researcher fails to show up, you will still receive your credit.
- You must complete your experimental participation by the last day of classes for the term.

An **alternative assignment** will be made available during the last few weeks of class, for those who prefer not to participate in research studies, or who did not find any suitable experiments to participate in. The due date for the alternative assignment will be the same as the last day to participate in research. **Detailed information on the SONA alternative assignment will be posted to Quercus during the last two weeks of class. Note that these alternative assignments usually require more time commitment than research participation does, so you are encouraged to participate in research instead whenever possible.**

**There will be no extensions, accommodations, or exemptions to the SONA alternate written assignments.**

## Top Hat

This term, we will be using Top Hat to encourage participation in the classroom during lectures. **All students must purchase a Top Hat subscription if you do not already have one valid for this term.**

To sign up for Top Hat, navigate to [tophat.com](http://tophat.com) and enrol in our course using the code **854502**.

Top Hat questions will be scattered throughout the lecture. There will typically be 5 or more questions per lecture. If you are attending lecture in person, you may respond to them in real time while the class is being conducted. If you are watching the lecture on WebOption, you should respond to the questions while you watch the lecture. Regardless of when you see the lecture, it is your responsibility to respond to these questions **prior to the start of the following mTuner**.

Responding to each Top Hat question contributes a small amount to your mark. At the end of the term, we will tally the number of Top Hat questions and your mark will be determined based on how many of those questions you responded to. **There will be no extensions, accommodations, or exemptions to the Top Hat questions. If you do not complete Top Hat questions prior to the start of the next mTuner, regardless of the reason, your Top Hat mark will be reduced.**

## Midterm Exam

The midterm exam will take place **in person on Scarborough campus**. The midterm exam will take place after Reading Week. The exact date and time will be scheduled by the Registrar shortly after classes begin. As such, please be prepared to write the midterm exam any time after Reading Week, including in the evenings and on Saturdays. Personal commitments, work commitments, and **travel are not valid excuses for missing the midterm exam**.

The midterm exam will consist of 60 multiple-choice questions (with answer choices A through E). It will cover material from Chapters 9, 10, 11, and 12, as well as any lectures on those chapters. You will have two hours to complete the test, giving you approximately two minutes per question.

The exam covers material from **both** the textbook and lecture, and questions may appear on the test that only appeared in one of those two modalities.

## Final Exam

The final exam will have the exact same format as the midterm exam, and will cover Chapters 13, 14, 15, and 16. The final exam is **not cumulative**. However, as with the mTuners, it is important to note that psychology is a cumulative discipline. You may very well be expected to remember some details from earlier in the course to best answer questions on the final, but there will be no questions that are entirely based on material from earlier chapters.

The final exam takes place **in person on Scarborough campus** during August exam period. The Registrar will not schedule the final exam until late June, so it is essential to avoid making travel plans until the exam has been scheduled. As with the midterm, personal commitments, work commitments, and travel **are not valid excuses for missing the final**, and the exam could be scheduled at anytime during exam period, including evenings and Saturdays.

## Extra Credit

Throughout the term, there **may** be **optional, extra credit** activities that you can complete online or in person on campus. Details about these activities will be made available on Quercus. The amount of extra credit varies from term to term, from 0% (no extra credit opportunities) to 5%.

# Course Policies: Please read this section in its entirety and very carefully. There are no exceptions to these policies. Please do not email asking for exceptions: they will not be granted, and you may not receive a response to your email.

## 1. Emailing Us

The most effective way to reach us is using email. Consider reading this (somewhat tongue-in-cheek) article about writing academic emails. While the post (and particularly its title) is somewhat satirical, the advice is sound. <https://bit.ly/2v2Ethk>

**If you are emailing about course policies, due dates, missed work, technical problems, psychology program advice, or other administrative concerns:**

- Send an email to [psya02@utsc.utoronto.ca](mailto:psya02@utsc.utoronto.ca)
- Include a short, polite subject in the subject line along with the course code (PSYA02)
- Include your student number in the subject line **and** in the body of the email
- Compose a concise, polite email to Ainsley outlining your request

**Please note that PSYA02 is a HUGE course with nearly 2000 students. Because of the volume of email we receive, we can only respond to emails that adhere closely to these guidelines. If you send an email and do not receive a response within 2-3 working days, it is likely because your email did not adhere to these guidelines. Please try again while adhering to the guidelines. Further, if you email asking for an exception to policy to be made in your case, you may not receive a response, as no exceptions to policy will be made.**

## 2. Your Own Email

It is essential that you check your University of Toronto email and course announcements on a **daily basis** while enrolled in this course. All correspondence will be sent to that email address, including announcements posted on Quercus (provided you have this feature turned on in Quercus.) Failure to check your email **will not** be considered a valid excuse for missing deadlines or time-sensitive information in this course.

**Please make sure that you have your official U of T email entered in ACORN**, because we use it to match your activity grades to you. When signing up for technological services related to this course (e.g., the online textbook, Top Hat, mTuner, etc.), it is essential that you use this University of Toronto email address. Please do not use your personal, non-U of T email address, or we will not be able to trace your work to you, which may cause inaccuracies in computing your marks.

## 3. Missed Term Work

### Missed Assignments

Everything described above is considered a required part of the class. We believe the evaluation is most fair when all students complete all components with no special consideration being applied.

That said, sometimes things happen. If you miss a course activity and can provide documentation that proves you were incapable of completing the activity for a legitimate reason (ex. medical illness or other emergency) then we may be able to make an accommodation for you. Most commonly, this will be to transfer the weight of that activity to the midterm or final exam. **Note that the exam marks tend to be lowest of all the marks in the course**, so it is not in your best interest to have more weight transferred to your exams. **You should avoid this option if at all possible.** Accommodations are **not guaranteed**, and are at the discretion of the course instructor.

**No accommodations will be made for missed Top Hat (see above) or SONA alternate written assignments.** Complete these activities early to avoid running into issues at the last minute.

If you miss an assignment, follow the **Missed Term Work** procedure below.

## Missed Exams

Missing the midterm or the final exam is serious. Please ensure that you do all in your power to write these exams when scheduled, because the alternatives are not in your favour.

**If you miss the MIDTERM exam for illness or another *serious* problem, you should follow the instructions below under Missed Term Tests.** You will then be provided with an option to write a make-up midterm exam approximately one week following the originally scheduled exam. **If you ALSO miss the make-up midterm exam, you must file NEW paperwork as per the policy below.** At that point, the weight of your midterm exam will be transferred to your final exam, which will then consist of 90 questions and be cumulative. **This is not in your best interest and should be avoided.**

**If you miss the FINAL exam,** you must petition the Registrar's office for a deferred examination date. Details can be found on the Registrar's website. The course instructor and staff have no jurisdiction over final exams at U of T.

## YOU MUST FOLLOW THE PROCEDURE OUTLINED BELOW IN ORDER TO BE CONSIDERED FOR ACCOMMODATIONS FOR MISSED TERM ASSIGNMENTS OR MISSED EXAMS.

Once you have missed an assignment or term test, you forfeit any right to earn a mark on the assignment or test in question. If you follow the procedures below, you MIGHT be afforded an accommodation to allow you to make the work up. However, you may also earn a "0" on the assignment or test in question. This is at the instructor's discretion, *regardless of why you have missed the assignment or test and regardless of whether you follow the instructions below.*

### Missed Term Work due to Medical Illness or Other Emergency:

All students citing a documented reason for missed term work must submit their request for accommodations **within three (3) business days** of the deadline for the missed work.

Students must submit **BOTH** of the following:

- (1.) A completed **Request for Missed Term Work Accommodations form** (<http://uoft.me/PSY-MTW>), and
- (2.) **Appropriate documentation** to verify your illness or emergency, as described below.

### **Appropriate documentation:**

For missed **MIDTERM EXAM** due to **ILLNESS**:

- Submit the Request for Missed Term Work Accommodations form (<http://uoft.me/PSY-MTW>), along with an **original** copy of the official UTSC Verification of Illness Form ([uoft.me/UTSC-Verification-Of-Illness-Form](http://uoft.me/UTSC-Verification-Of-Illness-Form)) or an **original** copy of the record of visitation to a hospital emergency room. Forms are to be completed in full, clearly indicating the start date, anticipated end date, and severity of illness. The physician's registration number and business stamp are required.
- Note: If an end date of "ongoing" is specified, the medical note will be assumed to cover a period of two weeks. If no end date / an "unknown" end date is specified, the note will be assumed to cover a period of three business days (starting from the midterm date.)

For missed **MIDTERM EXAM** due to **ACCESSABILITY REASONS**:

- Meet with your **AccessAbility consultant** and have them email Keely ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) detailing the accommodations required.

For missed **ASSIGNMENTS** due to **ILLNESS**:

- Submit the Request for Missed Term Work Accommodations form (<http://uoft.me/PSY-MTW>), along with a **hardcopy** of the Self-Declaration of Student Illness Form ([uoft.me/PSY-self-declare-form](http://uoft.me/PSY-self-declare-form)).

For missed **ASSIGNMENTS** due to **ACCESSABILITY REASONS**:

- If your desired accommodation is **within the scope** of your Accommodation Letter (ex. your letter includes "extensions of up to 7 days" and you need 3 days), submit the Request for Missed Term Work Accommodations form (<http://uoft.me/PSY-MTW>) and attach a copy of your letter. **Specify how many days extension you are requesting** on the request form.

- If your desired accommodation is **outside the scope** of your Accommodation Letter (ex. your letter includes “extensions of up to 7 days” but you need more time than that) you will need to meet with your **AccessAbility consultant** and have them email Keely ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) detailing the accommodations required.
- Note: **You cannot submit your Accommodation Letter for missed mTuners**, because they are considered a time-sensitive quiz, not an assignment. For missed mTuners due to AccessAbility reasons, we would need an email from your AccessAbility consultant.

For **MIDTERM EXAM** or **ASSIGNMENTS** in **OTHER CIRCUMSTANCES**:

Submit the Request for Missed Term Work Accommodations form (<http://uoft.me/PSY-MTW>), along with:

- In the case of a **death of a family member or friend**, please provide a copy of a death certificate.
- For U of T varsity-level or professional **athletic commitments**, an email from your coach or varsity administrator should be sent directly to Keely Hicks ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) **well in advance** of the missed work, detailing the dates and nature of the commitment.
- For **religious accommodations**, please email ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) **well in advance** of the missed work.
- For circumstances **outside of these guidelines**, please email Keely ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) on the date of the test / assignment deadline to describe your circumstances and ask what documentation would be appropriate

Documents covering the following situations are NOT acceptable: medical prescriptions, personal travel, weddings/personal/work commitments.

**Procedure:**

Submit your (1.) [request form](#) and (2.) [medical/self-declaration](#)/other documents in person **WITHIN 3 BUSINESS DAYS** of the missed term test or assignment.

**Submit to:** Keely Hicks, Room SW420B, Monday – Friday, 9 AM – 4 PM. (Slide forms under door if out of office.)

After submitting your documentation, within approximately one to five business days, you will receive a response from your instructor detailing the accommodations to be made (if any).

**You are responsible for checking your official U of T email and Quercus course announcements daily, as accommodations may be time-critical.**

You should continue to work on your assignments to the best of your ability, as extension accommodations may be as short as one business day, depending on the nature of the illness/emergency.

If an accommodation has been granted but you are unable to meet the conditions of the accommodation (ex. you need a longer extension, or you missed a make-up test), you will need to repeat the missed term work procedure and submit additional forms to request further accommodation. Note that in the case of a missed make-up test, an opportunity to write a second make-up test may not be provided.

**Completion of this form does NOT guarantee that accommodations will be made. The course instructor reserves the right to decide what accommodations (if any) will be made. Failure to adhere to any aspect of this policy may result in a denial of your request for accommodation.**

**Importance of Three Business Day window:**

If you are unable to submit your documents in-person within the three business day window, **you must email Keely** ([keely.hicks@utoronto.ca](mailto:keely.hicks@utoronto.ca)) **within the three business day window** to explain when you will be able to bring your documents in person. Exceptions to the documentation deadline will only be made under **exceptional circumstances**. Attach scans of your documentation, and be prepared to bring your documents to Keely in-person as soon as you are well. Late documents may not be accepted.

**NOTE: Assignments due at end of term**

Instructors cannot accept term work any later than five business days after the last day of class. Beyond this date, you would need to file a petition with the Registrar’s Office (<https://www.utoronto.ca/registrar/term-work>).

**NOTE: Final Exams**

This policy applies only to missed assignments and term tests. Missed final exams are handled by the Registrar’s Office (<http://www.utoronto.ca/registrar/missing-examination>).



## Typical Missed Term Work Accommodations

The following accommodations are typically applied after valid documentation is provided for missed work. Note that these accommodations are subject to change at the discretion of the course instructor.

mTuner:	Re-weighted to midterm (mT 1 and 2) or final exam (mT 3 and 4.)
peerScholar:	If possible, extensions will be provided. If not, re-weighted to midterm and/or final exam.
TopHat:	No accommodations will be made.
SONA written assignment:	No accommodations will be made.
SONA experiments:	If you are unable to provide 48 hours' notice of a cancelled appointment, follow the missed term work procedure to avoid the credit deduction.
Midterm:	Make-up midterm.
Make-up Midterm:	Re-weighted to <b>cumulative</b> final exam.

## Technical Issues

If there is a system-wide issue with any of our course activities, we will post an announcement. For all other cases (i.e. the issue is on your end) we require the following:

- **Technical issues need be reported BEFORE an activity is due.**
  - Any problems reported after a deadline **will not** be accommodated.
- **You must back up your written assignments as you work on them.**
  - We do not accept the excuse that one of our systems failed to save your work. If there are any issues, we may ask you to provide your backed-up version of your work, so make sure you save it somewhere!
  - Google Docs is a great place to do this, since it auto-saves your work as you go, and will also show timestamps of all changes made, so that you can prove you completed your work before the deadline.
- **We do not accept the excuse that your personal computer was not working, or you were experiencing issues with your internet connection.**
  - If you are personally experiencing a technical issue with one of our systems, we recommend trying a try a different browser or a different computer.
  - If it is still not working, you are expected to come to campus and use one of the machines here. The computer labs on campus work reliably with our software.
  - Do not leave your assignments to the last minute, because you will need to leave time to get to another machine if you are experiencing issues.
- **We do not accept the excuse that your internet was being slow if you are submitting at the last minute.**
  - We recommend submitting your assignments at least an hour before they are due, to avoid slow connections at the last minute, and double check that everything submitted properly.
- **Document your technical problems.**
  - If you have tried different computers and are still experiencing problems submitting before a deadline, you need to prove to us that (1.) something went wrong, and (2.) the work was completed before the deadline.
  - To do this, you need to **send your work**, along with **screenshots or videos** of the issue to the course email account **BEFORE** the assignment deadline.

## Invalid Excuses

Some examples of invalid reasons for missing an activity:

- issues with your personal computer/connection (you are expected to use a UTSC computer if this occurs)
- personal travel
- confusion about deadlines or instructions
- slow connections at the last minute (submit your assignments at least an hour before they are due)
- technical issues reported *after* the deadline for an activity

Note: If you are experiencing an ongoing health issue that is affecting your ability to complete your schoolwork, you should consider visiting [AccessAbility Services](#) to explore your options.

## 4. Department of Psychology position on Grade Norms

The Department of Psychology at UTSC is committed to providing fair, consistent, and uniform delivery of its courses from year to year. As part of this commitment, the Department mandates that all A-level courses' final course averages fall between 65% and 68%. That ensures that PSYA02 is not graded harshly in one term and leniently in another term. **Typically**, the average for PSYA02 falls below 65%, and the instructor then **adds** points to everyone's mark. However, the opposite is also theoretically possible, where the course average falls above 68%, and points have to be subtracted. This has never happened before, but the course instructor reserves the right to modify marks across the board (for all students) to conform to these averages.

## 5. Grade Changes:

Under **no circumstances** will the instructor of this course change a grade for an assignment, an exam, or for the course mark. There is **no circumstance** (not a health issue, or death in the family, or impending graduation prevented by failing this course) that is compelling enough for the instructor to do so. The **only changes** made to the course marks will be the ones provided to everyone, as detailed above in the section on Grade Norms. That is the only method that ensures fairness for everyone. **Again, there are no exceptions here.** Every semester Kyle has to tell students "no", even when they present compelling and often heart-wrenching excuses. Please do not put Kyle in the awkward position of telling you "no" when you ask for a grade change. It will absolutely, under no circumstances, ever happen. You may, as always, petition the Registrar's Office if you believe that your mark has been calculated incorrectly.

## 6. Academic Integrity:

Academic integrity is essential to the pursuit of learning and scholarship in a university, and to ensuring that a degree from the University of Toronto is a strong signal of each student's individual academic achievement. As a result, the University treats cases of cheating and plagiarism very seriously. The University of Toronto's [Code of Behaviour on Academic Matters](#) outlines the behaviours that constitute academic dishonesty and the processes for addressing academic offences. Potential offences include, but are not limited to:

In papers and assignments:

- Using someone else's ideas or words without appropriate acknowledgement;
- Submitting your own work in more than one course without the permission of the instructor;
- Making up sources or facts;
- Obtaining or providing unauthorized assistance on any assignment.

On tests and exams:

- Using or possessing unauthorized aids;
- Looking at someone else's answers during an exam or test;
- Misrepresenting your identity; and
- When you knew or ought to have known you were doing it.

In academic work:

- Falsifying institutional documents or grades;
- Falsifying or altering any documentation required by the University, including (but not limited to) doctor's notes; and
- When you knew or ought to have known you were doing so.

All suspected cases of academic dishonesty will be investigated following procedures outlined in the Code of Behaviour on Academic Matters. If students have questions or concerns about what constitutes appropriate academic behaviour or appropriate research and citation methods, they are expected to seek out additional information on academic integrity from their instructors or from other institutional resources.

Students are highly encouraged to read the guide on [How Not to Plagiarize](#) and to take advantage of [writing resources](#) on campus. The keyword here is respect – a good educational context is one in which all parties respect one another's perspective and opinions.

**Very important note about the mTuners:** every semester, a few students post answers to the mTuner questions online using Facebook, Google Drive, or other services. **This is a contravention of the University's policy on academic integrity.** Every term that this occurs, we are made aware of the files by other students. If you are found to have published **or are a member in any group that has published** such answers, you will automatically receive a 0 on all mTuner activities and your case will be referred to the University.

## 7. AccessAbility:

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodations, please feel free to approach me and/or the AccessAbility Services as soon as possible.

AccessAbility Services staff (located in Rm SW302, Science Wing) are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations 416-287-7560 or email [ability@utsc.utoronto.ca](mailto:ability@utsc.utoronto.ca). The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course.

## 8. TurnItIn:

Normally, students will be required to submit their course essays to Turnitin.com for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays to be included as source documents in the Turnitin.com reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin.com service are described on the Turnitin.com web site.