

UNIVERSITY OF CALGARY
FACULTY OF ARTS
DEPARTMENT OF CLASSICS AND RELIGION

COURSE OUTLINE – Fall 2018

Course LATI 401-02
Time TBA
Instructor Hanne Sigismund Nielsen
Office Hours Wednesdays 14:00-15:00
Office SS 552
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Telephone 403 220 5070

Required Text(s): Cicero's letters to Atticus, will be provided

Course Description: an understanding of Roman letter writing and its language. An understanding of how to interpret the most important source we have for the political history of Rome in the late republic.

Course Requirements:

Date	Assessment	Weight (%)	Required pass/fail
25 Feb	Take home translation and commentary exam	50%	
12 Apr	Take home translation and commentary exam	50%	

There is no Registrar-scheduled final exam for this course.

Grading

A numerical mark will be given for each course requirement. A letter grade will be assigned on the following number and letter grade scheme, usually used within the Department of Classics and Religion:

A+	100 - 96	A	95 - 90	A-	89 - 85
B+	84 - 80	B	79 - 75	B-	74 - 70
C+	69 - 65	C	64 - 60	C-	59 - 55
D+	54 - 53	D	52-50	F	Under 50

N.B. All written assignments will be graded with regard to both form and content.

Policy with regard to missed assignments/assessments: contact me if you are unable to write an exam.

Expectations for student conduct in this course: decently.

Electronic Device Policy: for dictionaries and encyclopedia.

Syllabus:

A complete syllabus will be made available the first week of class.

Academic Honesty

Plagiarism is not tolerated at the University of Calgary and has serious consequences. Your essays/presentations must be your own work and inadequate referencing may be seen as plagiarism. Please see the relevant sections on Academic Misconduct in the current University Calendar (section K, which can be found here: <http://www.ucalgary.ca/pubs/calendar/current/k.html>). If you have questions about correct referencing, please consult your instructor, or librarian staff.

Student Accommodations

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.

The full policy on Student Accommodations is available at http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy_0.pdf.

Desire 2 Learn (D2L) Help

Go to <http://elearn.ucalgary.ca/desire2learn/home/students> for Student Help and FAQ's about D2L. Troubleshooting tips and a tutorial are also available on this website.

Faculty of Arts Program Advising and Student Information Resources

- For program planning and advice, students in the Faculty of Arts will contact The Arts Students' Centre (ASC). Drop in at SS102, call at 403-220-3580 or email at ascarts@ucalgary.ca. You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library.

Freedom of Information and Privacy

This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP): <http://www.ucalgary.ca/secretariat/privacy>

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

to anyone else without your permission. As one consequence, students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page.

Student Ombudsperson and Students' Union Representative

The Student Ombuds Office provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. See www.ucalgary.ca/provost/students/ombuds for more information.

The Students' Union Faculty of Arts representative can be reached at arts1@ucalgary.ca.

Emergency Evacuation Assembly Point

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at www.ucalgary.ca/emergencyplan/assemblypoints. Please check this website and not the nearest assembly point for this course.

Safewalk

The Safewalk program provides volunteers to walk students safely to their destination anywhere on campus (including McMahon Stadium, Health Sciences, Student Family Housing, the Alberta Children's Hospital and the University LRT station). This service is free and available to students, staff and campus visitors 24 hrs/day, 365 days a year. Call 403-220-5333 or use one of the Help phones located throughout campus to request a walk.

Health and Wellness

There are services available to students to help with physical and mental health, including the SU Wellness Centre: <http://www.ucalgary.ca/wellnesscentre/>.

Learn more about the Campus Mental Health Strategy here: <https://www.ucalgary.ca/mentalhealth/>.

Supporting Documentation and the Use of a Statutory Declaration

Students who are absent from class assessments (tests, participation activities, or other assignments) should inform their instructors as soon as possible. Instructors may request that evidence in the form of documentation be provided and the student should provide the documentation they feel best supports their case. For information on possible forms of documentation, including statutory declarations, please see <https://www.ucalgary.ca/pubs/calendar/current/n-1.html>.