_____

PSYC 301(01)	RESEARCH METHODS II	Winter 2024

Instructor:	Dr. Claire Midgley	**Lecture Location:**	EDC 179
Phone:	n/a	**Lecture Days/Time:**	TuTh
			9:30AM – 10:45AM
Email:	claire.midgley@ucalgary.ca	**Lab Location:**	SS 18
Office:	AD 216	**Lab Time:**	See D2L
Office Hours:	Wednesdays:	**TA Name:**	(Communication >
	10:30-11am in person (AD216),	**TA Email:**	Groups)
	11-11:30am on Zoom (link below)		
	Thursdays:		
	12:30-1pm in person (AD216),		
	1-1:30pm on Zoom (link below)		

One-on-one meetings: Book here
Zoom link for drop-in office hours & one-on-one meetings (same across all courses):
https://ucalgary.zoom.us/j/5757736564?pwd=cFQwQlpwS1UvRnZwdVUvdm4yYTNsdz09
Zoom link to join class remotely accessible via D2L (Communication > Zoom > Upcoming Meetings;
recordings for past lectures are found under Communication > Zoom > Cloud Recordings)

Course Description
An integration of research methods and statistics in psychological research, with an emphasis on
conducting and interpreting inferential statistical techniques.

Course Learning Outcomes
The Department of Psychology is committed to student knowledge and skill development. The table
below lists the key learning outcomes for this course, the program-learning outcomes they facilitate (see
https://live-arts.ucalgary.ca/psychology/about#program-learning-outcomes), and the expected level of
achievement.

Course Learning Outcomes	Assessment Methods	PLO(s)	Level(s)
Identify the theoretical underpinnings of various statistical analyses and assumptions that must be met to conduct these statistical analyses	Tests; Lab assignments 1-8	3	C
Identify which statistical analysis is appropriate based on a study's research question and methodology	Tests; Lab assignments 2,4,6,7,8	2	C
		3	C
		4	C
Conduct and interpret statistical calculations by hand and using statistical software	Tests; Lab assignments 2,4,6,7,8	3	C
Design research using appropriate methodology to test a research question	Lab assignments 1,3,5	1	C
		2	C
		3	C

		4	C
		5	C
		6	C
		7	C
Accurately and effectively communicate research findings in APA format	APA Quiz; Lab assignments 2,4,6,8	3	C
		4	C
		5	C
Effectively communicate research findings in a non-academic format	Lab assignment 7	3	C
		4	C
		5	C
		6	C
		7	C
Draw and interpret graphical depictions of data (single factor and factorial)	Tests; Lab assignments 2, 4, 6, 7, 8	2	C
		3	C
		4	C

Notes. PLOs = Program-Learning Outcomes: 1 = demonstrate knowledge of psychological sciences, 2 = think critically and solve problems, 3 = conduct research and analyze data, 4 = communicate effectively, 5 = demonstrate information literacy, 6 = understand and implement ethical principles in a diverse world, 7 = apply psychological knowledge and skills, 8 = Demonstrate multicultural competence and awareness of issues related to equity, diversity, and inclusion. Level of PLO achievement facilitated by this course: I = introductory, C = competency, A = advanced.

Acknowledgments and Respect for Diversity
Our classrooms view diversity of identity as a strength and resource. Your experiences and different perspectives are encouraged and add to a rich learning environment that fosters critical thought through respectful discussion and inclusion. The Department of Psychology would also like to acknowledge the traditional territories of the people of the Treaty 7 region in southern Alberta. The City of Calgary is also home to Métis Nation of Alberta (Districts 5 and 6).

Course Format
This is an in-person class held on campus.

Prerequisites
Psychology 300

Required Text: Statistics for Social Science (Hayward et al.; Top Hat Bundle)

We will be using Top Hat (www.tophat.com) to access the digital interactive textbook, *Statistics for Social Science*, that we will be using in this class.

If you already have a Top Hat account, go to https://app-ca.tophat.com/e/554961 to be taken directly to our course. If you are new to Top Hat:

- Go to https://app.tophat.com/register/student
- Click "Search by school" and input 'University of Calgary'
- Search for our course with the following join code: 554961

IMPORTANT: Make sure to use your UCalgary email address for your Top Hat account, so that your grades sync with D2L (you can also adjust this under settings later if needed). Also, bear in mind that textbook material will be made available in our course throughout the semester, so do not panic if you do not see any in the course upon entry.

Should you require assistance with Top Hat at any time please contact their Support Team directly by way of email (support@tophat.com), the in-app support button, or by calling 1-888-663-5491. Specific user information may be required by their technical support team when troubleshooting issues.

Assessment Methods

Course Outline & APA Quiz (1% of final grade)

The first assessment you will complete will be the Course Outline Quiz (accessible via D2L via Content > Course Outline OR Assessments > Quizzes), which, once you've obtained 100%, grants access to the 'Lecture Slides,' 'Tables & Formulas,' and 'Tests' modules on D2L. Similarly, to gain access to the 'Labs' module, you must obtain 100% on the APA Quiz (Content > Course Outline OR Assessments > Quizzes). Both quizzes are untimed and have unlimited attempts prior to the due date (see table below).

Assessment	Date	Format
Course Outline Quiz (0.5%)	Tues. Jan. 23rd (11:59pm)	Untimed, unlimited attempts quiz submitted via D2L
APA Quiz (0.5%)	Thurs. Jan. 25th (11:59pm)	Untimed, unlimited attempts quiz submitted via D2L

Tests (45% of final grade)

There will be three in-class tests during this course, all multiple-choice, all covering content from both lectures and the textbook. Tests 1 and 2 will be largely non-cumulative insofar as they will cover material covered since the previous exam. However, some of the concepts in this course are inherently cumulative in that they assume knowledge and understanding of material introduced earlier. Test 3 will be cumulative (i.e., include questions testing content from all topics covered since the beginning of the course), but with an emphasis on content covered since Test 2.

Tests in this course require use of a calculator, which you should also bring to class for use when given time to work on practice questions. Tests have been designed to be written using a scientific calculator such as this model sold at the University of Calgary Bookstore. You may use a graphing/programmable calculator if you wish; however, you will be asked to clear the memory before the test and are responsible for knowing how to do so.

Tests in this course are closed book or, in other words, the use of resources, including class notes, the textbook, online resources, is prohibited during the tests in this course. Test booklets will include any tables needed to complete that test (e.g., z-table, t-table, F-table) and the same formula sheet as posted on D2L (Content > Tables & Formulas). You may not communicate with others about course material or the exam either in person or electronically during exams. Please see section titled 'Absence from Test/Exam' for information on what to do if you are unable to attend a test.

Assessment	Date	Format	Topics
Test 1 (15%)	Tue. Jan. 30th	During class; multiple-choice	Topics 1-4
Test 2 (15%)	Tue. Mar. 5th	During class; multiple-choice	Topics 5-7
Test 3 (15%*)	Thur. Apr. 4th	During class; multiple-choice	All material from the course, with a focus on Topics 8-11

*Will increase if miss Test 1 and/or Test 2. See section titled 'Absence from Test/Exam' for more details.

Group Tests: In the class following each test, you can complete the same test from the previous class again in groups of three, submitting a single scantron sheet for each group. If you wrote the original test AND whose group grade on the test is higher than their individual average, their

final test score will be a weighted average of their individual score (90%) and their group score (10%). If you did not attend the individual test, you may attend and participate in the Group Test; however, their group's score will not count towards their final grade in the course. If you are unable to attend the Group Test, there will be opportunity to review the test at other times (see Test Review Sessions section below), but not to complete the test in a group and receive the 90-10 individual-group weighted average.

In the Group Test, any questions/concerns groups have about the test can be noted on the submitted group test for instructor review. The instructor will then review these notes and make any needed adjustments to the scoring/answer key. The final answer key will be available for review in the Test Review Sessions (see below).

Test Review Sessions: Once the answer key is finalized, scantrons and answer keys may be reviewed in the test review sessions (location & times will be posted as a news item on D2L). If you have additional questions for the instructor after reviewing the answer key, follow-up questions may be asked during drop-in office hours or in an individual appointment. If you wish to write a note during the test review session for the TAs to deliver to the instructor, you may do so; however, for a response, you must follow up during office hours or via individual appointment.

Practice Questions (10% of final grade)

Topics 1 thru 11 will have assigned practice questions on Top Hat that may be submitted anytime up until BEFORE class start time (11:59am) on the day of the test that first covers that topic (see above 'Tests' section or Class Schedule for dates). If, for whatever reason, you are not able to complete the questions through Top Hat you may complete the alternative version of these assessments on D2L (under Assessments > Quizzes). Note, however, that if you complete the questions in both locations (i.e., Top Hat and D2L), D2L will automatically drop the *higher* score, so take care to complete the practice questions in one location only. The due dates for these practice questions are final and non-negotiable, regardless of any technical difficulties encountered with either Top Hat or D2L. At the end of the semester, your 10 highest grades across the 11 topics will count towards your final grade in the course (1% x 10 = 10%).

Lab Assessments (44%)

Each of the 8 labs has an associated assignment (see Tentative Lab Schedule below). In even-numbered labs, you will use a publicly available data set (from the Pew Research Center) to practice conducting and reporting various statistical tests. The best 3 out of 4 of these assignments (i.e., 2, 4, 6, and 8) will count for up to 8% each towards your final grade (24% total). For the remaining assignments (i.e., the "Survey Project") you will help create a survey that will be taken by all PSYC 301 students (A1; 2%), complete and reflect on the survey or participate in a replacement assignment (A3; 2%), prepare your data set for analysis (A5; 2%), and then run an analysis with the predictors of your choice and report your findings in a final poster (A7; 14%). More information and detailed rubrics for all assignments will be uploaded to D2L.

Additional instructions and expectations for these assessments will be posted on D2L under Content > Labs. All assignments must be submitted in PDF format to the corresponding Dropbox folder on D2L. All

Dropbox folders will be set to accept unlimited submissions, but only the most recent submission will be kept and graded.

Week of	Lab Topic	Notes & Deadlines
Jan. 8th	NO LABS	---
Jan. 15th	Lab 1 (Survey Project): Survey item creation	**Lab 1 Assignment (2%) due before your lab start time on week of Jan. 29th**
Jan. 22nd	Lab 2 (Pew Data): Data cleaning & descriptive statistics	**Lab 2 Assignment (8%) due before your lab start time on the week of Feb. 5th**
Jan. 29th	Work Period	*Time to chat with TA and/or work on Lab 2 Assignment*
Feb. 5th	Lab 3 (Survey Project): Survey completion & reflection	**Lab 3 Assignment (2%) due before your lab start time on the week of Feb. 12th**
Feb. 12th	Lab 4 (Pew Data): T-Tests	**Lab 4 Assignment (8%) due before your lab start time on the week of Feb. 26th**
Feb. 19th	NO LABS (Term Break)	*Will post information on D2L re whether/when SS18 will be open for use during term break*
Feb. 26th	Lab 5 (Survey Project): Data cleaning and variable creation	**Lab 5 Assignment (2%) due before your lab start time on the week of Mar. 11th**
Mar. 4th	Work Period	*Time to chat with TA and/or work on Lab 5 Assignment*
Mar. 11th	Lab 6 (Pew Data): ANOVAs	**Lab 6 Assignment (8%) due before your lab start time on the week of Mar. 18th**
Mar. 18th	Lab 7 (Survey Project): Data analysis & poster formatting	**Lab 7 Assignment (14%) due before your lab start time on the week of Apr. 1st**
Mar. 25th	NO LABS	*Will post information on D2L about SS18 availability for Mar. 25th thru 28th*
Apr. 1st	NO LABS	*Will post information on D2L about SS18 availability for Apr. 2nd thru 5th*
Apr. 8th	NO LABS	*Will post information on D2L about SS18 availability for Apr. 8th and 9th* **Lab 8 Assignment (Pew Data: Chi-Square Tests; 8%*) due by 11:59pm on Apr. 9th** (same due date and time for all students, regardless of lab time)

*Lowest grade for assignments 2, 4, 6, and 8 will be dropped.

Assessment Note: Once approved by the course instructor, and at their discretion, alternative arrangements for missed assessments may be considered.
https://www.ucalgary.ca/pubs/calendar/current/g-1-2.html. Students may be asked for documentation
https://www.ucalgary.ca/pubs/calendar/current/m-1.html.

University of Calgary Academic Integrity Policy
Academic integrity is the foundation of the development and acquisition of knowledge and is based on values of honesty, trust, responsibility, and respect. We expect members of our community to act with integrity.
Research integrity, ethics, and principles of conduct are key to academic integrity. Members of our campus community are required to abide by our institutional code of conduct and promote academic integrity in upholding the University of Calgary's reputation of excellence. It is your responsibility to ensure that you have read and are familiar with the student academic misconduct policy:

Department of Psychology Criteria for Letter Grades

Psychology course instructors use the following criteria when assigning letter grades:

A+ grade: *Exceptional Performance.* An A+ grade indicates near perfect performance on multiple choice and short answer exams. For research papers/essays/course projects/presentations, an A+ grade is awarded for exceptional work deserving of special recognition and is therefore not a common grade.

A, A- Range: *Excellent Performance.* Superior understanding of course material. Written work is very strong in terms of critical and original thinking, content, organization, and the expression of ideas, and demonstrates student's thorough knowledge of subject matter.

B Range: *Good Performance.* Above average understanding of course material. Written work shows evidence of critical thinking and attention to organization and editing but could be improved in form and/or content.

C Range: *Satisfactory Performance.* Adequate understanding of course material. Knowledge of basic concepts and terminology is demonstrated. Written work is satisfactory and meets essential requirements but could be improved significantly in form and content. Note: All prerequisites for courses offered by the Faculty of Arts must be met with a minimum grade of C-.

D range: *Marginally meets standards.* Minimal understanding of subject matter. Written work is marginally acceptable and meets basic requirements but requires substantial improvements in form and content. Student has not mastered course material at a level sufficient for advancement into more senior courses in the same or related subjects.

F grade: *Course standards not met.* Inadequate understanding of subject matter. Written work does not meet basic requirements. Student has not demonstrated knowledge of course material at a level sufficient for course credit.

Grading Scale

A+	96-100%	B+	80-84%	C+	67-71%	D+	54-58%
A	90-95%	B	76-79%	C	63-66%	D	50-53%
A-	85-89%	B-	72-75%	C-	59-62%	F	0-49%

It is at the instructor's discretion to round off either upward or downward to determine a final grade when the average of term work and final examinations is between two letter grades. **In this course, to determine final letter grades, final percentage grades will be rounded up or down to the nearest whole percentage (e.g., 89.5% will be rounded up to 90% = A but 89.4% will be rounded down to 89% = A-).**

Tentative Class Schedule

Date	Class Topic/Activity (& Top Hat Reading)	Notes & Deadlines (all 11:59pm, unless otherwise noted)
T Jan 9	Topic 1: Review of Key Concepts from PSYC300, Pt I (Modules 1 & 2)	
R Jan 11	Topic 1: Review of Key Concepts from PSYC300, Pt II (Modules 5 & 6)	*Modules 3 and 4 are optional reading (i.e., will not be tested)*
M Jan 15	***Labs begin this week (see Tentative Lab Schedule)***	
T Jan 16	Topic 2: Confidence Intervals (Module 7)	
R Jan 18	Topic 3: Hypothesis Testing, Pt I (Module 8)	*Last day to drop a class without financial penalty*
F Jan 19	*Last day to add or swap a course*	
T Jan 23	Topic 3: Hypothesis Testing, Pt II (Module 8)	**Course Outline Quiz Due** (D2L: Assessments > Quizzes; 0.5%) **Lab 1 Assignment (2%) due before your lab start time this week** (see Tentative Lab Schedule)
R Jan 25	Topic 4: Single-Sample Hypothesis Testing (Module 9)	
F Jan 26	*Fee payment deadline for Winter Term full and half courses.*	
T Jan 30	**Test 1** (Topics 1-4; 15%)	**Practice Qs Due BEFORE CLASS START TIME** (Top Hat: Topics 1-4; 1% each, with lowest score for Topics 1-11 dropped from final grade) *Fee payment deadline for Winter Term full and half courses.*
R Feb 1	Group Test 1	**APA Quiz Due** (D2L: Assessments > Quizzes; 0.5%)
T Feb 6	Topic 5: Two-Sample Hypothesis Testing, Pt I (Module 10)	**Lab 2 Assignment (8%) due before your lab start time this week** (see Tentative Lab Schedule)
R Feb 8	Topic 5: Two-Sample Hypothesis Testing, Pt II (Module 10)	
T Feb 13	Topic 6: Hypothesis Testing with 3+ Samples, Pt I (Module 11)	**Lab 3 Assignment (2%) due before your lab start time this week** (see Tentative Lab Schedule)
R Feb 15	Topic 6: Hypothesis Testing with 3+ Samples, Pt II (Module 11)	
Feb 18-24	*Term Break; no classes/labs*	
T Feb 27	Topic 7: Factorial Designs, Pt I	**Lab 4 Assignment (8%) due before your lab start time this week** (see Tentative Lab Schedule)
R Feb 29	Topic 7: Factorial Designs, Pt II	
T Mar 5	**Test 2** (Topics 5-7; 15%)	**Practice Qs Due BEFORE CLASS START TIME** (Top Hat: Topics 5-7; 1% each, with lowest score for Topics 1-11 dropped from final grade) *Fee payment deadline for Winter Term full and half courses.*
R Mar 7	Group Test 2	
T Mar 12	Topic 8: Correlation & Regression, Pt I (Module 13)	**Lab 5 Assignment (2%) due before your lab start time this week** (see Tentative Lab Schedule)
R Mar 14	Topic 8: Correlation & Regression, Pt II (Module 13)	
T Mar 19	Topic 9: Discrete Probabilities	
R Mar 21	Topic 10: Chi-Square Test (Module 12)	
T Mar 26	Topic 11: Non-parametric Tests, Part I (Appendix I)	**Lab 6 Assignment (8%) due before your lab start time this week** (see Tentative Lab Schedule)

R Mar 28	Topic 11: Non-parametric Tests, Part II (Appendix I)	
T Apr 2	Review Class	**Lab 7 Assignment (14%) due before your lab start time this week** (see Tentative Lab Schedule)
R Apr 4	**Test 3** (Topics 8-10; 15%)	**Practice Qs Due BEFORE CLASS START TIME** (Top Hat: Topics 8-11; 1% each, with lowest score for Topics 1-11 dropped from final grade) *Fee payment deadline for Winter Term full and half courses.*
T Apr 9	Group Test 3	**(Optional) Lab 8 Assignment (8%) due at 11:59pm** (same due date for all labs); best 3 out of 4 of assignments 2, 4, 6, and 8 count toward final grade (24% total) *Winter Term Lectures End.* *Last day to withdraw with permission from Winter Term half courses.*
Apr 12-23	*Winter Final Exam Period*	

Course Credits for Research Participation (Max 2% of final grade)

Students in most psychology courses are eligible to participate in Departmentally approved research and earn credits toward their final grades. **A maximum of two credits (2%) per course**, **including this course, may be applied to the student's final grade. Students earn 0.5% (0.5 credits) for each full 30 minutes of participation.** The demand for timeslots may exceed the supply in a given term. Thus, students are not guaranteed that there will be enough studies available to them to meet their credit requirements. Students should seek studies early in the term and should frequently check for open timeslots. Students can create an account and participate in Departmentally approved research studies at http://ucalgary.sona-systems.com. The last day to participate in studies and to assign or reassign earned credits to courses is **April 9, 2024.**

Seating During Exams

Instructors and exam invigilators are free to ask students to move seats before an exam begins or even during an exam. Students must comply with this request and refusal to do so may warrant a charge of academic misconduct.

Absence From Test/Exam

At the University of Calgary, makeup tests/exams are **NOT** an option without the approval of the instructor https://www.ucalgary.ca/pubs/calendar/current/g-1-1.html. At the instructor's discretion, a makeup test/exam may differ significantly (in form and/or content) from a regularly scheduled test/exam.

In this course, students do not require permission from the instructor to miss a test; rather, the following protocol will automatically activate:

- **In the case of missed Test 1 and/or 2,** there will NOT be an opportunity to make up the test; instead, the final (cumulative) Test 3 will be re-weighted to account for the missing test(s).

- **In the case of a missed Test 3**, students must complete Google form titled 'Scheduling Makeup Test 3' under Content > Important Links to indicate their availability to write a makeup Test 3. If it is not possible to schedule a makeup test 3 before 5pm on Apr. 12th, 2024, students will have to submit a request for a deferral of term work form

(https://www.ucalgary.ca/sites/default/files/teams/14/deferral-of-term-work_weighting.pdf)
with section 1 completed and may not be able to complete the test until after exam period has
concluded, thus delaying posting of the student's final grade in the course. The makeup Test 3,
like the original, will be cumulative, but may or may not be administered in the same format.
Details for the format of this makeup final will be posted within 48 hours after the original
sitting of the test.

Late Policy & Extension Requests

All assessment dates have been set to space out the work evenly throughout the semester and, when
applicable, to ensure that you receive your grades/feedback in time for it to be useful in future related
assessments. Thus, it is in your best interest to plan to complete your assignments before the due dates
indicated. However, I understand that sometimes life events (e.g., technological issues, pet-/child-
/family-care, mental/physical illness) can pose challenges to meeting academic deadlines. **Thus, except
for the final Lab 8 submission, all D2L submissions <u>worth more than 1%</u> come with built-in, automatic
1-week extension period.** At the end of these extension periods, most submissions will be accepted for
an additional week after the end of the extension period but penalized 5% per day elapsed after the
extended deadline, including weekends/holidays. See the table below for a summary of the due dates,
extension periods, and final submission deadlines for applicable assignments in this course. If no
submission is received by the last day to submit, you will receive a grade of zero for that assessment.

Assessment	Due Date	End of penalty-free extension period	Last day to submit (-5% per day after end of extension period)
Lab 1 (Survey Project): Survey item creation (2%)	**Before your lab start time on week of Jan. 29th**	Before your lab start time on the week of Feb. 5th *	Before your lab start time on the week of Feb. 12th
Lab 2 (Pew Data): Data cleaning & descriptive statistics (8%)	**Before your lab start time on the week of Feb. 5th**	Before your lab start time on the week of Feb. 12th	Before your lab start time on the week of Feb. 19th
Lab 3 (Survey Project): Survey completion & reflection (2%)	**Before your lab start time on the week of Feb. 12th**	Before your lab start time on the week of Feb. 19th	Before your lab start time on the week of Feb. 26th
Lab 4 (Pew Data): T-Tests (8%)	**Before your lab start time on the week of Feb. 26th**	Before your lab start time on the week of Mar. 4th	Before your lab start time on the week of Mar. 11th
Lab 5 (Survey Project): Data cleaning and variable creation (2%)	**Before your lab start time on the week of Mar. 11th**	Before your lab start time on the week of Mar. 18th	Before your lab start time on the week of Mar. 25th
Lab 6 (Pew Data): ANOVAs	**Lab 6 Assignment (8%) due before your lab start time on the week of Mar. 18th**	Before your lab start time on the week of Mar. 25th	Before your lab start time on the week of Apr. 1st

Lab 7 (Survey Project): Data analysis & poster formatting	Lab 7 Assignment (14%) due before your lab start time on the week of Apr. 1st	Before your lab start time on the week of Apr. 8th	n/a**
Lab 8 (Pew Data): Chi-Square Tests	Lab 8 Assignment (Pew Data: Chi-Square Tests; 8%) due by 11:59pm on Apr. 9th (same due date and time for all students/labs)	n/a***	

* Note that late survey items will not be included in the survey, but it will still be possible to complete subsequent Survey Project assignments.

** Lab 7 Assignment cannot be submitted past the 1-week extension without an approved deferral of term work form (see below).

*** Lab 8 Assignment cannot be submitted past the due date without an approved deferral of term work form (see below).

Additional extensions beyond the built-in 1-week extensions will only be granted for students who a) have a letter from Student Accessibility Services (SAS) listing extensions as a required accommodation, or b) students with documentation of an acute extenuating circumstance that warrants special consideration. To request an additional extension, email the instructor with the following:

- A brief explanation for the need of an extension longer than 1-week.
- Supporting documentation (e.g., copy of SAS letter, doctor's note)
- A suggestion for a new deadline. Note that if this deadline is beyond 5 days after the end of the semester, you must also submit a request for a deferral of term work form (https://www.ucalgary.ca/sites/default/files/teams/14/deferral-of-term-work_weighting.pdf) with section 1 completed.

Grade Inquiries

If at any point during the semester you notice an error in a grade on D2L (e.g., missing grade, erroneously applied late penalty, section of the rubric that wasn't scored), complete the Google form titled 'Grade Inquiry' under Content > Important Links. The instructor will review responses to this form on Friday afternoons and will correct the error and/or follow up as needed.

> **Questions about grades/feedback on TA-graded work:** In this class all written work is graded by your TA. As they will be using a detailed rubric, most of the feedback you will get on how to improve your written work will be from the rubric itself (i.e., by reviewing the requirements for the sections on which you scored less than 100%). When appropriate and as time allows, your TA will also provide additional written feedback. If you wish to request a meeting with the TA to ask for additional clarification on the grade/feedback you received, you may do so; however, keep in mind that TAs may not be able to respond/meet with you right away and have limited hours in which to meet individually with students. If TAs provide drop-in office hours, you are expected to use those, if possible, rather than emailing with questions and/or requesting an individual meeting.
>
> **Reappraisal of Graded Term Work** (http://www.ucalgary.ca/pubs/calendar/current/i-2.html): For any written assignments in this course, you may request that your instructor reappraise the work. To request this, complete the Google form titled 'Grade Inquiry' under Content > Important Links, selecting 'I would like to request a re-grade from the instructor.' Note that a

regrade may result in your grade going up, down, or staying the same, so I recommend using this only if you are reasonably certain that a regrade would result in a notably higher grade. **For reappraisal of final course grade** see http://www.ucalgary.ca/pubs/calendar/current/i-3.html.

Academic 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 https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Accommodation-Policy.pdf.

Academic Misconduct
For information on academic misconduct and its consequences, please see the University of Calgary Calendar at http://www.ucalgary.ca/pubs/calendar/current/k.html

Instructor Intellectual Property
Course materials created by professor(s) (including course outlines, presentations and posted notes, labs, case studies, assignments, and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed, or copied without the explicit consent of the professor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Copyright Legislation
All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (https://library.ucalgary.ca/services/copyright?_gl=1*bcjlpn*_ga*OTY1ODc0Njg0LjE2NjkxNTA1NTM.*_ga_X4GN9Y4W7D*MTY3Nzc5MjM3Ni4xNy4xLjE2Nzc3OTI4MDYuMC4wLjA) and requirements of the copyright act (https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

Freedom of Information and Protection of Privacy
Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary

Student Support and Resources
https://www.ucalgary.ca/registrar/registration/course-outlines

Important Dates

The last day to drop this course with no "W" notation and **still receive a tuition fee refund** is **Thursday, January 18th, 2024**. Last day add/swap a course is **Friday, January 19th, 2024**. The last day to withdraw from this course is **Tuesday, April 9th, 2024**.