



Writing 1020G (572)

Winter 2026

Writing: Introduction to University Essay Writing

Course Information:

Calendar Description: A practical introduction to the basics of successful academic writing, designed for first-year students in all disciplines. Topics will range from grammar, sentence structure, and paragraphing to the principles of scholarly argument and research.

Prerequisite(s):

Anti-requisite(s): Writing 0002F/G, Writing 1002F/G, Writing 1021F/G, Writing 1022F/G, Writing 2101F/G.

Extra Information: 3 lecture/tutorial hours. [This course will not serve as a prerequisite for any area of concentration].

Course Weight: 0.50

Breadth: Category B

Subject Code: Writing

Notice: Unless you have either the requisites for this course (fulfilment of pre-requisites, no anti-requisite conflicts), or 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 pre-requisites.

King's University College at the University of Western Ontario
Department of English, French, and Writing
Writing 1020G: Introduction to University Essay Writing (Section 572)

Instructor: Dr. Ryan Shuvera

Class hours: Thursdays 11:30 A.M. – 2:30 P.M.

Office: Over Zoom

Office hours: Tuesday 11am-12pm *over Zoom* or by appointment.

E-mail: rshuvera@uwo.ca

Land Acknowledgement

How we understand where we are, who we are, and what we do is vital to our education process. We should strive to contextualize our learning environment and our place within it. Individually, these discussions will shift depending on who we are and where we come from, but it is important to understand our responsibilities to the land and the first peoples of the land.

London is situated on the land of the Anishinaabek, Haudenosaunee, Lunaapewak, and Attawandaron peoples and has long-standing relationships with three First Nations communities including the Chippewas of the Thames First Nation, the Oneida Nation of the Thames, and the Munsee Delaware Nation. This territorial and community acknowledgement is included as part of a commitment to respect the land and sovereignty of these nations and peoples, including the ways they know and understand the world.

Some materials for this course will be posted on the OWL website. To find the course, go to <https://westernu.brightspace.com/d2l/home/156047> and log in. Posted materials are not a substitute for class attendance.

Course description

Writing 1020F/G is a practical introduction to the basics of successful academic writing, designed for first-year students in all disciplines. Topics will range from grammar, sentence structure, and paragraphing to the principles of scholarly argument and research. **Antirequisite(s): Do NOT take this course if you have already taken** Writing 0002F/G, Writing 0011F/G, Writing 0012F/G, Writing 1002F/G, Writing 1021F/G, Writing 1022F/G, Writing 2101F/G. The course has no prerequisites, but is intended for students who use English as, or like, native speakers.

Course Format

This course is in-person on King's campus. We will meet in the classroom weekly on Thursday evenings. Being present is an important part of this course. Remember, participation largely involves being in the classroom and engaging in the weekly discussions and activities. Online lectures recapping the main themes of the week will be posted on the course website for students to refer to and for those who were unable to attend that week.

This course begins on January 8th and continues until April 9th, honouring all important dates derived from University approved guidelines and academic policies (<https://www.kings.uwo.ca/current-students/academic-resources/academic-dates-and-events/>).

Throughout the course you are expected to interact regularly with other students, and with me, as your instructor. Each student brings their own knowledge, experience and interests to our learning community, we will build on that and use our course material (readings, discussions, lessons, etc.) to amplify learning for everyone.

We will each be responsible for our own learning progress and for contributing to the growth of our learning community through our participation in all course activities and assessments. We will be ready to engage and connect meaningfully. We will be present, professional, respectful and ready to contribute to our group. Welcome to Introduction to University Essay Writing!

Learning outcomes for this course

After taking Writing 1020F/G, you should be able to

- identify the goals, features, and methods of university-level academic writing;
- get familiar with some common genres (the review, the reflective essay, the essay proposal, the research essay) and rhetorical modes (e.g., description, narration, classification, cause-effect, persuasion);
- create clear and plausible arguments that show your awareness of the writing context;
- find and critically read research sources, incorporating relevant material into your own writing through summary, paraphrase, and quotation, with correct citation;
- develop a sense of the structure of paragraphs, and of the essay as a whole;
- review the work of your peers constructively but critically;
- revise and edit your writing to ensure focus, clarity, unity, and correctness.
- Critically support others through peer review and discussion following principles of anti-racism, anti-ableism, anti-transphobia, anti-homophobia, anti-linguicism, anti-gender-based discrimination and violence, and decolonization.

Textbooks

Required: *Academic Writing: The Complete Guide*, Third Edition. Steven C. Roe and Pamela H. den Ouden. Toronto: Canadian Scholars, 2018. ISBN: 9781773380407

Recommended: [Online Writing Lab, Purdue](#) (bookmark this on your computer).

Potential cost of materials: This textbook is about \$76 from the Western bookstore. There is also a \$70 e-book option. If you are unsure about buying the textbook, or these costs may prohibit you from taking this class, please contact me directly by email at rshuvera@uwo.ca to discuss other options.

Technology in the classroom

Writing Program policy will permit limited use of laptops; however, some tasks will involve writing by hand. Students using laptops for purposes other than course work cause disruption and show disrespect to their peers, to the course, and to the instructor. Please use your laptop responsibly.

AI in this Course

Since this is a course on the elements of writing in different disciplines, you will have a more engaging and fulfilling educational experience without the use of AI (artificial intelligence) tools such as ChatGPT. You will develop skills around creativity, independent inquiry, critical thinking, and reflective engagement when you participate without the use of AI. Therefore, AI use is NOT permitted in this course.

You are encouraged to keep in regular contact with me and ask for help when needed. This will reduce the temptation to use generative tools. You are also encouraged to seek help from The Write Place for guidance and another voice in the writing process (more information on The Write Place at the bottom of page five).

Accessibility at King's

You are welcome to meet me to discuss any specific concerns or requests you may have. For information on accessible routes, temporary service disruptions, feedback about the accessibility of services, and policies related to service animals, support persons, and assistive devices, please visit the King's Accessibility Website: <http://www.kings.uwo.ca/about-kings/who-we-are/administrative-departments/human-resources/accessibility/>.

Information about Support Services: Information about Accessibility, Counselling and Student Development (formerly Services for Students with Disabilities) at King's is available at <https://www.kings.uwo.ca/current-students/student-services/>

For emotional/mental health assistance see: <https://www.kings.uwo.ca/current-students/student-affairs/personal-counselling/>

The website for Academic Services at King's University College is: [Career Counselling - King's University College \(uwo.ca\)](#)

Students who are in emotional/mental health distress should refer to Mental Health@Western: <https://www.uwo.ca/health/psych/index.html> for a complete list of options about how to obtain help.

University Students Council provides many valuable support services for students (including the health insurance plan) <http://westernusc.ca/services/>

2SLGBTQIA+ Student Resources

- [King's Resource hub: https://www.kings.uwo.ca/current-students/student-affairs/2slgbtqia-online-resource-hub/](https://www.kings.uwo.ca/current-students/student-affairs/2slgbtqia-online-resource-hub/) (including Preferred Name Change Request Form)
- [2SLGTQIA+ Career Resources \(King's\): https://www.kings.uwo.ca/current-students/student-affairs/career-connect/look-for-employment/lgbtq2s-students/](https://www.kings.uwo.ca/current-students/student-affairs/career-connect/look-for-employment/lgbtq2s-students/)
- [Western Pride: https://www.uwo.ca/faculty_staff/initiatives/pride/index.html](https://www.uwo.ca/faculty_staff/initiatives/pride/index.html)
- [The Pride Library at Western: https://www.uwo.ca/pridelib/](https://www.uwo.ca/pridelib/)

BIPOC Student Resources

- [Black Student Association \(Western\): https://www.bsawestern.com](https://www.bsawestern.com)
- [BIPOC Student Support Group \(King's\): https://www.kings.uwo.ca/about-kings/visitor-info/calendar-of-events/bipoc-student-support-group1/](https://www.kings.uwo.ca/about-kings/visitor-info/calendar-of-events/bipoc-student-support-group1/)
- [Career Opportunities for Black Students: https://www.kings.uwo.ca/current-students/student-affairs/career-connect/look-for-employment/black-students/](https://www.kings.uwo.ca/current-students/student-affairs/career-connect/look-for-employment/black-students/)
- [King's/Brescia Joint President's Anti-Racism Working Group \(Kings\): https://www.kings.uwo.ca/about-kings/office-of-the-president/kings-brescia-joint-presidents-anti-racism-working-group/](https://www.kings.uwo.ca/about-kings/office-of-the-president/kings-brescia-joint-presidents-anti-racism-working-group/)
 - ["They Think You are Exaggerating": A Report on Campus Racial Climate at King's and Brescia" \(summary\)](#)
 - ["They Think You are Exaggerating": A Report on Campus Racial Climate at King's and Brescia" \(full report\)](#)
 - ["Responding to Student Reports about Racism: Some Promising practices for faculty, students, and administrators"\(King/Brescia Joint President's ARWG\)](#)
- [Anti-Racism Working Group, Final Report \(Western\): https://www.president.uwo.ca/pdf/arwg-final-report-to-president-shepard-fnl.pdf](https://www.president.uwo.ca/pdf/arwg-final-report-to-president-shepard-fnl.pdf)

Indigenous Student Resources

- [King's Resource Hub: https://www.kings.uwo.ca/current-students/student-affairs/indigenous-students/](https://www.kings.uwo.ca/current-students/student-affairs/indigenous-students/)
- [Indigenous Initiatives at Western https://indigenous.uwo.ca](https://indigenous.uwo.ca)
- [Indigenous Student Centre https://indigenous.uwo.ca/students/](https://indigenous.uwo.ca/students/)
- [Talk4Healing \(confidential helpline for Indigenous women\): https://www.talk4healing.com](https://www.talk4healing.com)
- ["Responding to Student Reports about Racism: Some Promising practices for faculty, students, and administrators"\(King/Brescia Joint President's ARWG\)](#)

International Students Resources

- [King's International Office, Alumni Court 220, 519-433-3491 ext. 4623](#)
 - [Drop-in hours: Weekdays, 2:00-3:00pm; or contact](#)
 - [Amna Wasty, Manager, King's International -- Amna.Wasty@kings.uwo.ca or 519-433-3491 ext. 4589](#)
 - [Olivia Yusuf, International Programs Coordinator, King's International - Olivia.Yusuf@kings.uwo.ca or 519-433-3491 ext. 4623](#)
- [King's Resource Hub: https://www.kings.uwo.ca/current-students/student-affairs/kings-international/](https://www.kings.uwo.ca/current-students/student-affairs/kings-international/)
- ["Responding to Student Reports about Racism: Some Promising practices for faculty, students, and administrators"\(King/Brescia Joint President's ARWG\)](#)

The Write Place

The Write Place is a hub for writers and writing at King's and part of the Department of English, French, and Writing. The tutors, writing consultants, and writing specialists empower writers working on academic and creative projects, helping build the confidence that comes with improved reading, thinking, and communication skills. Students are highly encouraged to visit The Write Place throughout the semester. Drop-ins are welcome and appointments can be made online, by phone, or by visiting TWP. For more: <https://www.kings.uwo.ca/current-students/academic-resources/the-write-place/appointments-and-drop-ins/>

What expectations for ethical behaviour, politeness, and honesty govern your interactions?

- You are all (like me) expected to be professional, respectful, and kind to each other when you are interacting. Be respectful of this course's goals, of each other's and my privacy, and of our diverse views and standpoints. Please do not record lectures without my explicit consent.
- This course's content, created by faculty members at King's, should not be distributed, shared in any public domain, or sold without the prior written consent of the faculty members.
- Respect the principles and structures of anti-racism, anti-ableism, anti-transphobia, anti-homophobia, anti-linguicism, anti-gender-based discrimination and violence, and decolonization.

How can you succeed in this course?

Each of the **BOLDED, CAPITALIZED** words in the notes below refers to an item in the left-hand menu on your course OWL page. **Full participation** in this course means you attend classes regularly and use the online resources to make up for missed time or enhance the learning process:

1. Use the **GET STARTED** tab to become familiar with the course OWL pages. Read this page carefully, open all the tabs on the left-hand menu on your first day, and explore

each OWL feature to make the best use of it. You could also watch this [interactive OWL Orientation](#).

2. Get to know your instructor--**keep in touch with me!** If you need information or help, email me at rshuvera@uwo.ca. If you have questions about this syllabus or about any course component, please **EMAIL** me!
3. Read the Course **SYLLABUS** carefully. The syllabus tells you what is expected of you as you work through the course. Be disciplined, professional, engaged, responsible for your own learning progress and contribute to the growth of our learning community.
4. Do your reading. Before you open each Lesson Read your textbook and recommended OWL Purdue pages actively, taking notes where appropriate.
5. In the **SYLLABUS**, pay close attention to the **Course Schedule**.
6. Pay attention to the **Assignment Schedule**, which includes assignments and postings (see the **ASSIGNMENTS**, and **FORUMS** tabs). Start working on your assignments early, not at the last minute. Make sure you have time to for an online appointment with a tutor at The Write Place, the writing support centre at King's. Don't miss submission deadlines.
7. The **CALENDAR** tab will help you manage your time responsibly. Some weeks may be less busy than others, but be sure to budget your time efficiently. If you need to know more about important university dates (Add/Drop deadlines, the exam period and Study Days, etc.) go to this link: <https://www.kings.uwo.ca/current-students/academic-resources/academic-dates-and-events/>

Assessment for Writing 1020F/574

Term work is worth 70% of the total course mark, and the final examination is worth 30%. Hand in your assignments on or before the due date. Please retain your copy of each assignment; if a submitted essay is lost, I will ask you to submit the duplicate for grading **immediately**.

Important notes on assessment

- Keep ALL your rough work for EACH assignment that involves prewriting. Collect it in an Assignment Portfolio folder (manual or electronic or both), in a sub-folder or a clip with the assignment name on it. If you are drafting on your laptop, *don't overwrite*: save at least two early drafts. When you submit an assignment, I may ask to see the collection of rough notes, doodles, diagrams, freewriting, research lists, etc. that went into the making of that specific assignment so that I can a) reward you for effort; b) ensure that you are not scrambling your assignment together the night before it is due; c) eliminate the temptation to plagiarize.

- **Revision-based assessment:** For the first two assignments you will have the opportunity to resubmit to improve your grade if significant revision is demonstrated. I will mark these assignments twice: the first time to give you a tentative grade along with feedback, and, if you incorporate the suggested changes and submit within one week of when the assignments are returned, I will remark it and give you a final grade. This marking practice is intended to encourage you to develop your skills in **revision**, since research has shown that it is the skill most characteristic of experienced and successful writers.
- **Late assignment policy:** Please reach out to me and communicate frequently if you are having trouble handing in your assignments according to the guidelines and dates set in the syllabus. You have a grace period of 48-hours for every assignment except the quiz and the final exam. If your assignment is submitted after the due date and the 48-hour extended period, you will lose one letter grade per day (A to A-, for example).
- Use the [STUDENT MEDICAL CERTIFICATE](#) form for medical situations if you are going to miss significant assignments or amounts of time. In any case, please stay in contact and communicate. The more you communicate, the more I can help. If you are uncomfortable disclosing potential issues or reaching out to me, please reach out to an academic counsellor or the Department Head.
- **Academic Consideration for Tests/Examinations:** Students are responsible for seeking consideration as noted in the Western University Calendar:
https://www.uwo.ca/univsec/pdf/academic_policies/exam/courseoutlines.pdf.
- (<https://www.kings.uwo.ca/current-students/courses-enrolment/exams-and-tests/medical-accommodation/>). UWO Policy on Accommodation for Medical Illness:
http://uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf.
- Student Medical Certificate (SMC) - <https://www.eng.uwo.ca/files/undergraduate/student-medical-certificate.pdf>.

Assignments

Writing assignments: Assignments will consist of both in-class and at-home work. Assignments will consist of specific prompts delivered in class to which you must respond. The specific writing prompts will coincide with readings from the textbook and complement the writing process but will also supplement the textbook. At-home entries will be presented in class but will also be posted on OWL for further clarification. While the portfolio assignments are listed on the course outline (see below), the details will be presented in class.

The Essay: The essay will be a 1200-1500-word research paper. It is important to select and develop a topic early in the semester so that you can engage in a beneficial writing process, including revision. This essay must include research (as per the main tenets of the textbook), but should also include a personal, reflective element so that your voice and your interpretation is an integral part of the thesis. You will submit this essay in two versions: the first is a draft that will be peer reviewed in class as well as graded. The second draft is your final version that will

be submitted at the end of the course. This version must show significant evidence of the writing process: that is, considerable attention to the revisions suggested by peers and the professor, relating to the argument, research and sources, organization, style, and mechanics of language must be present. In order to receive a mark for the second draft, students must submit a half-page to (maximum) one-page reflection on the development of their drafts and the essay process.

Peer Review: The first draft of the essay will undergo a peer review process in class. You will be asked to write a review letter of your peer's essay (assignment sheet will be presented in class). Students will submit a copy of the first draft of their essay for grading and give another copy to a student determined in class. Students will then have one week to review their peer's essay. This review process is an essential part of the writing process and not only aids your peer but will aid you in the writing of your own essay.

Attendance and participation are crucial to your success in this course. Your attendance will be tracked; the sign-in sheet will be circulated 10 minutes after the start of class, OR ten minutes after the mid-class break; if you do not sign in, you will be marked absent. Western's Calendar states: "Any student who, in the opinion of the instructor, is absent too frequently from class... in any course, will be reported to the Dean of the Faculty offering the course (after due warning is given). On the recommendation of the department concerned, and with the permission of the Dean of the Faculty, the student will be debarred from taking the regular examination in the course." Your participation grade will be earned through completion of readings and in-class activities.

The final examination will test your ability to read given passages critically; to construct a convincing argument in response to these readings and a prompt; to summarize, paraphrase and quote effectively; and to cite correctly. No electronic devices may be used during the examination.

Assignment	Weight	Due date (final grade)	How to submit
Attendance, preparedness, and class participation	10%	Primarily through communication, attending classes, writing conferences, and engaging in weekly activities.	
Exercise 1: Reflective essay	5%	Jan. 22	OWL: Assignments
Exercise 2: Critical Summary of scholarly writing	5%	Feb. 5	OWL: Assignments
Exercise 3: Essay proposal	5%	Feb. 24	OWL: Assignments
Term Essay DRAFT 1 and Research Notes	15%	March 16	OWL: Assignments
Exercise 4: Grammar and Punctuation Quiz	5%	March 12	In-person; Hand-written
Peer review letter	10%	March 29	OWL: Assignments
Term Essay DRAFT 2	15%	April 5	OWL: Assignments
Final examination	30%	April 2025	In-person

Week 1: Jan. 8

- Introduction
- Academic Writing as Genre
- Purpose, Audience, Subject, and Perspective

Week 2: Jan. 15

- Paraphrase
- Compiling a research notebook
- Topics for Essays
- Rubric discussion

Readings: Required: (*Academic Writing*) Chapter 2 (part), pp. 19-30.

Submit Ex. 1, Reflection on Jan. 22 by 11:55pm.

Submit on OWL: Assignments

Week 3: Jan. 22

- Reading and research
- Research skills: Libraries and beyond.
- <https://www.lib.uwo.ca/>
- The research problem

Readings: Required: (*Academic Writing*) Chapter 2 pp. 31-39 and Chapter 3 pp. 41-55.

Week 4: Jan. 29

- Summary
- Critical Thinking/Analysis

Submit Ex. 2, Critical Summary by Feb. 5 at 11:55pm. Submit on OWL: Assignments

Readings: Required: (*Academic Writing*) Chapter 3 pp. 56-69.

Week 5: Feb. 5

- Writing proposals
- Methods of development
- Developing a Central Argument
- Discuss proposal assignments

- **Readings:** Required: (*Academic Writing*) Chapter 4 pp. 70-74, then read through one or two examples (MLA pages 74 and 80. APA on pages 82, 84, 86, 89, and 91). Chapter 5 pp. 155. Chapter 6 (part), pp. 179-186: skim-read the examples, but pay attention to the methods.

Optional Bonus Mark Assignment: Critical summary as Zine.

Week 6: Feb. 12

- Proposal Workshop
- Elevator Pitch

Readings: Required: (*Academic Writing*) Chapter 4 pp. 70-74, then read through one or two examples (MLA pages 74 and 80. APA on pages 82, 84, 86, 89, and 91). Chapter 5 pp. 155. Chapter 6 (part), pp. 179-186: skim-read the examples, but pay attention to the methods.

Submit Ex. 3 Essay Proposal, with an attached bibliography by Feb. 24 at 11:55pm. Submit on OWL.

Note: *Students are encouraged to discuss their essay topics with the professor to approve topics, get help if needed, and continue to build ideas and research sources.*

Feb 19: READING WEEK. NO CLASSES

Week 7: Feb. 26

- Citation styles
- Quotations

Readings: Required: (*Academic Writing*) Chapter 6 pp. 209-214.

Week 8: March 5

- Introductions
- Continuing to develop a strong argument.

Readings: Required: (*Academic Writing*) Chapter 5 pp. 118-30, 134-41, 153-4.

Submit Essay Draft 1 with Research Notes by March 16 at 11:55pm on OWL.

Week 9: March 12

- Body paragraphs
- Conclusions
- Grammar and Punctuation Quiz

Readings: Required: (*Academic Writing*) Chapter 6 pp. 187-209. Chapter 7 pp. 242-264.

Week 10: March 19

- Revision and editing
- Peer review protocols

Readings: Required: (*Academic Writing*) Chapter 9 pp. 291-294.

Peer review assignment discussed. Submit Peer Review letter and notes by March 29 by 11:55pm on OWL.

Week 11: March 26

- Writing Conferences
- Final Essay Draft Questions and Meetings

Week 12: April 2

- Exam preparation

Submit Essay draft 2 due by April 5 by 11:55pm on (OWL).

KING'S UNIVERSITY COLLEGE
GENERAL COURSE POLICIES
2025-2026

1. Academic Accommodations, Consideration for Absences

Academic Accommodation (Accessibility)

Accessibility Services works to ensure that academic programs are accessible to all students, and supports students who may have a condition related to, but not limited to, vision, hearing, mobility, different ways of learning, mental health, chronic illnesses, chronic pain, autism spectrum disorder, ADD/ADHD, and temporary conditions (beyond short-term academic consideration). Accessibility Services provides recommendations for accommodation based on medical documentation or psychological and cognitive assessment. The accommodation policy can be found here [Academic Accommodation for Students with Disabilities](#). Information on Accessibility Services at King's can be found [here](#).

Academic Consideration for Student Absence

If a student is unable to meet a course requirement due to substantial but temporary extenuating circumstances (medical or compassionate), they should follow the procedures below.

In some cases, where instructors have built flexibility into their assessments, this flexibility will already address consideration needs.

Requests for academic consideration should be directed to the Academic Advising Office of your faculty/college of registration. Requests must be made as soon as possible and no later than 48 hours after the missed assessment.

As a rule, documentation is required for academic consideration. For academic consideration requests on medical grounds, the Student Medical Certificate is available at https://www.kings.uwo.ca/kings/assets/File/currentStudents/courses_enrollment/exams_and_tests/S_MC-Feb-2025.pdf.

Students are permitted one academic consideration request without supporting documentation per term per course.

Instructors may designate one assessment per half-course weight as requiring formal supporting documentation. Please refer to the course outline for each course.

Please note that Friday Make-Up Exams may only be written with the instructor's consent.

For further information, please see:

https://uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

Absences from Final Examinations

If you miss the Final Exam, contact the Academic Advising Office of your faculty/college of registration as soon as you are able to do so. They will assess your eligibility to write the Special Examination (the name given by the University to a makeup Final Exam).

You may also be eligible to write the Special Exam if you are in a “Multiple Exam Situation” (e.g., more than 2 exams in 23-hour period, or more than 3 exams in a 47-hour period).

If a student fails to write a scheduled Special Examination, the date of the next Special Examination (if granted) normally will be the scheduled date for the final exam the next time this course is offered. The maximum course load for that term will be reduced by the credit of the course(s) for which the final examination has been deferred. See the Academic Calendar for details (under [Special Examinations](#)).

Religious Accommodation

Students should consult the University's list of recognized religious holidays, and should give notice in writing to the instructor and Academic Advising Office if a course requirement will be affected by a religious holiday/observance. Notice must be given as early as possible, and no later than two weeks prior to an examination, and one week prior to a midterm test date. It is the responsibility of such students to inform themselves concerning the work done in classes from which they are absent and to take appropriate action.

2. Support Services

Accessibility, Counselling and Student Development at King's University College:

<https://www.kings.uwo.ca/current-students/student-services/>

Students experiencing emotional or mental health distress can access services at King's University College: <http://www.kings.uwo.ca/current-students/campus-services/student-support-services/personal-counselling/>

Good2talk is a good online and phone 24/7 resource for students and is available in English, Mandarin, and French: <https://good2talk.ca>, 1-866-925-5454

MentalHealth@Western provides a complete list of options about how to obtain help:

https://www.uwo.ca/health/mental_wellbeing/

Academic Support Services at King's University College:

<https://www.kings.uwo.ca/current-students/academic-resources/>

GBSV Support:

King's is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at: <https://www.kings.uwo.ca/about-kings/safe-campus/gender-and-sexual-violence/>

You can reach someone supports at Kings by emailing Care@kings.uwo.ca or calling 519-930-4640 to reach a social worker who can offer help.

You can also reach Western's Gender-Based Violence & Survivor Support Case Manager by [email](#) or by calling 519-661-3568.

Further supports can be found on this website: <https://www.kings.uwo.ca/about-kings/safe-campus/gender-and-sexual-violence/>

See also https://www.uwo.ca/health/student_support/survivor_support/get-help.html

University Students' Council offers many valuable support services for students, including the health insurance plan: <http://westernusc.ca/services/>

3. Statement on Use of Electronic Devices

Use of Electronic Devices: Unless explicitly stated otherwise, you are not allowed to have a cell phone, or any other electronic device, with you during tests or examinations. Unauthorized possession of such a device during a test or examination constitutes an academic offence.

Use of Laptops, Tablets, and Smartphones in the Classroom: King's University College at Western University acknowledges the integration of new technologies and learning methods into the curriculum. The use of electronic devices such as laptop computers, tablets, or smartphones can contribute to student engagement and effective learning. At the same time, King's recognizes that instructors and students share jointly the responsibility to establish and maintain a respectful classroom environment conducive to learning.

The use of electronic devices by students during lectures, seminars, labs, etc., shall be for matters related to the course at hand only. Students found to be using electronic devices for purposes not directly related to the class may be subject to sanctions under the Student Code of Conduct; see <https://www.kings.uwo.ca/current-students/student-affairs/code-of-student-conduct1/>

Inappropriate use of electronics (e.g., laptops, tablets, smartphones) during lectures, seminars, labs, etc., creates a significant disruption. As a consequence, instructors may choose to limit the use of electronic devices in these settings. In addition, in order to provide a safe classroom environment, students attending in-person class sessions are strongly advised to operate laptops with batteries rather than power cords.

4. Statement on Academic Offences

King's is committed to academic integrity. Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, is posted at

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

It is expected that students will submit work that is truly their own, completed without external assistance (human or artificial) except as explicitly permitted by the course instructor. Check with you instructor on what tools, including generative AI (ChatGPT, translation tools, grammar-checking tools) are permitted in the course. Because a tool is permitted in one course, that does not mean it is permitted in other courses.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system; see

<https://elearningtoolkit.uwo.ca/tools/Originality Reports - TurnItIn.html>.

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. Copyright of Course Material

Lectures and course materials, including PowerPoint presentations, tests, outlines, and similar materials are protected by copyright. Faculty members are the exclusive owner of copyright in those materials they create. Students may take notes and make copies for their own use. Students may not allow others to reproduce or distribute lecture notes and course materials publicly (whether or not a fee is charged) without the express written consent of a faculty member. Unauthorized sharing of class content is subject to academic discipline.

Similarly, students own copyright in their own original papers and exam essays. If a faculty member wishes to post a student's answers or papers on the course website, they should ask for the student's written permission.

6. Use of Recordings

Participants in this course are not permitted to record the sessions, except where recording is an approved accommodation and/or the participant has the prior written permission of the instructor. Unauthorized recording and/or sharing of class content is subject to academic discipline.

7. Policy on Attendance

Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course, will be reported to the Dean of the Faculty offering the course, after due warning

has been given. On the recommendation of the department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course.