



PSYCHOLOGY 3371F (570)
Therapeutic Counselling
Fall/Winter 2026-2027

Instructor: Prof. Adam Koenig, M.A., RP, CCC, CT

Email: akoenig@uwo.ca

Course Information

Mode of Instruction: in-person

Calendar Description:

Professional counselling and psychotherapy; various processes and techniques of therapeutic counselling; special relationship problems; transference, resistance; interpretation techniques and group counselling; special areas of application of psychotherapeutic counselling: marriage, family, human relations in education and in industry, counselling and problems of values.

Prerequisite(s): [Psychology 2840F/G](#) (or Psychology 2800E, Psychology 2820E, [Psychology 2830A/B](#), [Psychology 2855F/G](#) or [Psychology 2856F/G](#)) and registration in the third or fourth year of Honours Specialization, Honours Double Major, Major or Specialization in Psychology, Honours Specialization in Applied Psychology, or permission of the Department.

Antirequisite(s): [Psychology 3991F/G](#) Special Topics: Introduction to Counselling (Brescia 2013-14).

Extra Information: 3 lecture hours.

Course Weight: 0.50

Breadth: Category A

Subject Code: PSYCHOL

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 enrol in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

King's University College
Western University

PSYCHOLOGY 3371F 570
THERAPEUTIC COUNSELLING ~ COURSE OUTLINE
Fall 2026

Instructor: Adam Koenig, M.A., R.P., C.C.C., CT
e-mail: akoenig@uwo.ca, office: TBD
Office hours: Online (In person or Zoom)

HOW TO CONTACT ME

Contact me by email akoenig@uwo.ca and please include the class course number in the subject line. I will try and return a response within at least 48 business hours Monday – Friday 9am-5pm

OFFICE HOURS

To be determined but virtual or in-person options available. Email akoenig@uwo.ca to determine time and meeting location.

COURSE DESCRIPTION

Professional counselling and psychotherapy; various processes and techniques of therapeutic counselling; special relationship problems; transference, resistance; interpretation techniques and group counselling; special areas of application of psychotherapeutic counselling: marriage, family, human relations in education and in industry, counselling and problems of values.

Antirequisite: The former Psychology 3370E, Psychology 3991G Special Topics: Introduction to Counselling (Brescia).

Prerequisite: Psychology 2840F/G (or Psychology 2800E, 2820E, 2830A/B, 2855F/G or 2856F/G) and registration in 3rd or 4th year of Honors Specialization, Honors Double Major, Major or Specialization in Psychology, or permission of the Department.

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

COURSE LEARNING OUTCOMES

Through readings, lectures, discussions, presentations, and writings, students will explore the significant issues related to professional counselling services. After successfully completing this course, students will have obtained a solid understanding in the following areas of counselling and psychotherapy:

- Main aspects of counselling
- The counselling process
- The important client and therapist variables that affect counselling outcomes
- The importance of the client-therapist relationship

- The importance of professional boundaries
- The ethical standards that guide the practice of counsellors
- Knowing your own qualities that may support and/or hinder attempts at being therapeutic for others.

There may be opportunities to present personal experiences and feelings to the class. We must respect each person's contribution of what may often be painful experiences (at the same time appropriate limits to self-disclosure or to the time allotted to individuals will be upheld when personal narratives are shared) and agree to hold each other's contributions ***strictly confidential***. This is an academic course and all participants are required to complete the course requirements to a high standard in order to receive credit. One's strong feelings or experiences will not substitute for effort and academic achievement.

MODE OF INSTRUCTION

In-person. This course begins on September 14th and continues until December 7th, 2026, 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/>

COURSE MATERIALS

- Readings will be available online on OWL. **No formal text** required.
- The following may be required if courses are switched to an online format or classes are missed:
 - A subscription to Crave <https://www.crave.ca/en/> in order to watch episodes of *In Treatment Season 1* (Subscription is usually \$9.99/month) or purchase of DVD season from online avenues (\$14.45 Amazon)
 - Potential Rental of the documentary *I AM* (2010) from YouTube (\$2.99) (other avenues may be available) if miss classroom showing
 - Access to **stable high-speed Internet** connection

Recommended

- *Publication Manual of the American Psychological Association 7th ed.*

Classes may include lectures, films, case study discussion, etc. and will include material not contained in the course readings. Supplementary reading material will also be assigned and will be placed on reserve in the library or posted on OWL. *No attempt will be made to cover all the assigned readings in class time. Students are responsible for reading and understanding the assigned portions of the textbook and supplementary reading list, even if this material is not covered in the class lectures.*

Please note that the instructor will not provide material covered in the lectures, so any student who misses a class is responsible for obtaining the lecture information from another student.

METHODS OF EVALUATION

Midterm (Oct.26)	25%
Essay (topic due Oct.19; essay due Sept.21-Nov.16)	35%
Participation	10%

Final Exam (during exam period)

30%

Midterm

Midterm test will occur during class time on **Oct 26th** assessing knowledge of the lecture, course readings, and videos. Midterm will consist of short answer questions and one long answer question. Academic consideration for this midterm requires submission of formal supporting documentation. Make-up exam will be Nov 6th if approved for academic consideration. Please note, Friday Make-Up Exams may only be written with the instructor's consent.

Essay

Students will complete an 8-10 page research essay. Guidelines for this can be found on OWL under Assignments. Essays can be handed in **from September 21st 9am to November 16th 8:30am**. Because the submission deadline for this assignment already includes flexibility, the instructor reserves the right to deny academic consideration for assignments submitted past Nov 16th 8:30am. In order to be eligible to pass the course, students must submit the essay meeting the minimum 2500 word criteria. Students must submit their essay topic via email to me by **11:59pm Oct 19th** and doing so is worth 1% of the essay grade. Not emailing me to let me know your selected topic will result in minus 1 of your possible 35 marks on this assignment.

Participation

Throughout the course you are expected to interact regularly with other students, and with me, as your instructor. The course is designed to offer interactive opportunities for community learning. 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 also 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. Participation will be based on the best attendance/engagement of 10 of 11 lecture weeks.

All students are expected to engage in a professional and respectful manner which includes all interactions with peers, as well as communication between TAs or your Professor. Failure to do so will result in academic discipline.

- Recording of lectures or tutorials without the explicit consent of the Professor or TA is grounds for academic discipline.
- Course content created by a faculty member is considered the faculty member's intellectual property; it should not be distributed, shared in any public domain, or sold by a student or other third party without prior written consent of the faculty member

Final Exam (Date: TBD)

Final Exam will assess knowledge of the lecture, text, videos, and supplementary readings. Final exam consists of short answer questions and one long answer question. *The final exam is*

cumulative. Students are responsible for material covered in the lectures, as well as all assigned readings and videos.

DROP DATE

The final date to drop a first-term half course without academic penalty is **Nov 30, 2026**

ACADEMIC CONSIDERATIONS FOR ABSENCES, MISSED ASSESSMENTS

A student seeking academic considerations for any work worth less than 10% must contact the instructor. *Any absence for legitimate reasons will be dealt with by re-weighting the term work grade accordingly or setting a timeframe to submit work at a later date.* If documentation is required for either medical or non-medical academic accommodation, then such documentation must be submitted by the student directly to the appropriate Faculty Dean's Office and **not to the instructor**. Once the petition and supporting documents have been received and assessed, appropriate academic consideration shall be determined by the Dean's Office in consultation with the student's instructor. Whenever possible, students who require academic considerations should provide notification and documentation in advance of due dates, examinations, etc. These documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy. Once the petition and supporting documents have been received and assessed, appropriate academic accommodation shall be determined by the Academic Counselling/Dean's Office in consultation with the student's instructor(s)

Attendance Policy

Any student, who, in the opinion of the instructor, is absent too frequently from class will be reported to the Dean (after due warning has been given).

Debarment of Students from Writing the Final Examination

1. A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the academic year.
2. 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 the Faculty, the student will be debarred from taking the regular examination (meaning they will be ineligible to write the final exam) Students who miss more than 3 classes will be recommended to be debarred from the final exam.

In addition, we must all contribute to the integrity of our learning environment and therefore it is important to arrive on time. Although it is understandable that during inclement weather, or having to commute among the various campuses can result in a few minutes delay, it is unacceptable to habitually arrive late for class.

Make-Up Exam

All assignments are to be submitted on the due date and time; The penalty is 5 marks/day late and papers that are more than 4 days late from the initial due date will receive 0% Additionally:

A make-up exam will be offered to students if a student misses an exam and attains support from the [academic advising office](#) (when required)

1. Advise the instructor if you are having problems completing the assignment on time, prior to the due date of the assignment. When possible, illness and personal crises must be announced **prior to the deadline.**
2. **If seeking extensions for missed work or current circumstances, please consider the application for academic accommodation on [Medical/Compassionate](#) grounds from the academic advising office**
3. Be prepared to provide documentation.
4. AAO approved missed exam will have a make-up exam
5. If students are granted Academic Consideration, work will be due 2 days after the end of the period for which the student received Academic Consideration

The Exam Office operates a centralized make-up service to support faculty with the administration of approved make-up assessments. As of September 1, 2026, students will incur a fee of \$45.00 per make-up assessment booked with the Exam Office.

The Exam Office centrally runs formal Special Exam Days to support instructors with administering approved special exams. As of September 1, 2026, for any Special Exams booked outside of the designated special exam days, students will incur a fee of \$75.00. The designated Special Exam Days for 2026-27 are January 8 and 9, 2027, and May 7 and May 12, 2027.

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, at the following Web site:

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

Within this course, use of generative artificial intelligence (AI) tools (such as ChatGPT, Claude, Gemini, co-pilot, translation tools, and grammar-checking tools) is not permitted for written work submitted for evaluation. Unauthorized use of AI will be subject to academic discipline.

Notice of Turnitin Use: 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. Use of the service is subject to the licensing agreement,

currently between The University of Western Ontario and Turnitin.com
(<http://www.turnitin.com>).

LECTURE SCHEDULE & COURSE READINGS

Week 1: Sept 14: Overview of Counselling and Psychotherapy

Readings:

Seligman, L. & Reichenberg, L.W. (2010). *Theories of counselling and psychotherapy*. Upper Saddle River, NJ: Pearson. Chapter 1, pp 1-23.

Yalom, I.D. (2002). *The gift of therapy*. New York: HarperCollins. pp 26-29

Week 2: Sept 21: The Counselling Relationship - Presence & Empathy

Readings:

Sommers-Flanagan, J. & Sommers-Flanagan, R. (2012). *Clinical interviewing, 4th Ed.* New Jersey: John Wiley & Sons, Chapter 3, pp 53-81

Geller, S.M. & Greenberg, L.S. (2002). Therapeutic presence: Therapist's experience of presence in the psychotherapy encounter. *Person-centred and Experiential Psychotherapies, 1*(1-2), 71-86.

Video in class: *In Treatment Season 1 Episode 3*

Week 3: Sept 28: Counselling Ethics and Self-Care

Readings:

Shebib, B. (2011). *Choices, 4th Ed.* Toronto: Pearson. Chapter 2, pp 41-75

Corey, G., Muratori, M., Austin II, J. T., Austin, J. A. (2018). *Counselor self-care*. American Counseling Association.

CH- 1 Taking Care of Yourself

Video in class: *In Treatment Season 1 Episode 8*

Week 4: Oct 5: Psychodynamic Psychotherapy

Readings:

Jacobs, M. (1988). *Psychodynamic counselling in action*. London, UK: Sage Publications. pp 1-18.

Video: *In Treatment Season 1 Episode 13*

Week 5: Oct 12: READING WEEK

Week 6: Oct 19: Humanistic Therapy (Essay topics due)

Readings:

Ch 5 – Phenomenological and humanistic approaches

Hough, M. (2014). *Counselling skills and theory* (4th ed.). Oxford University Press.

Video in class: *In Treatment* Season 1 Episode 18

Week 7: Oct 26: MIDTERM

Week 8: Nov 2: Cognitive Behavioural Therapy

Readings:

Greenberger, D. & Padesky, C. A. (1995). *Mind over mood*. New York: The Guilford Press. Chapter 2, pp 15-25.

Padesky, C.A. & Mooney, K.A. (2012). Strength-Based Cognitive-Behavioural Therapy: A Four-Step Model to Build Resilience. *Clinical Psychology and Psychotherapy*, Vol 19, pp283-290.

Video in class: *In Treatment* Season 1 Episode 23

Week 9: Nov 9: Ecopsychology

Readings:

Pilisuk, M. (2001). Ecological psychology, caring, and the boundaries of the person. *Journal of Humanistic Psychology*, 41 (2), 25-37.

Hall, M. & Pilisuk, M. (2006). *The social healer*. Paper presented at the Symposium on Empathy and the Creative Spirit: Toward Individual and Social Healing, APA Annual Meeting, August 10, 2006, New Orleans, LA.

Video: *I AM* (2010) <https://www.youtube.com/watch?v=OC4LmtfbDiY>

Week 10: Nov 16: Mindfulness *Essay Due 8:30am*****

Readings:

Kabat-Zinn, J. (1990). *Full catastrophe living*. New York: Delta. pp 31-58

Germer, C.K., Siegle, R.D. & Fulton, P.R. (Eds) (2005). *Mindfulness and psychotherapy*. New York, The Guilford Press, Chapter 1, pp 3-27

Video in class: *In Treatment* Season 1 Episode 28

Week 11: Nov 23: Attachment Theory

Readings:

Bowlby, J. (1988). *A secure base*. New York: Routledge, Chapter 7, pp 134-154

Shilkret, C.J. (2005). Some clinical applications of attachment theory in adult psychotherapy. *Clinical Social Work Journal*, Vol 33, No 1, pp. 55-68.

Video in class: *In Treatment* Season 1 Episode 33

Week 12: Nov 30: Brain Basics

Readings:

Siegel, D. (2007). *The mindful brain*. New York: W.W. Norton & Co. Chapter 2, pp 29-50.

Geller, S.M. & Greenberg, L.S. (2012). *Therapeutic Presence: A Mindful Approach to Effective Therapy*, American Psychological Association, pp 161-175.

Video in class: *In Treatment* Season 1 Episode 38

Week 13: Dec 7: Termination

Reading:

Gladding, S.T. & Alderson, K.G., (2009). *Counselling: A comprehensive profession*. Toronto: Pearson. Chapter 8, pp 189-207.

Video in class: *In Treatment* Season 1 Episode 41

Department of Psychology Policies Related to AI Tools

1. Policy on the Use of Generative AI Tools

The Department of Psychology expects that students will submit work that is truly their own, completed without external assistance (human or artificial).

The use of generative AI tools (such as ChatGPT) is not permitted for any submitted coursework unless express permission has been granted by your instructor.

Students **should not have AI tools write any part of their assignments or papers, either by copying and pasting or by paraphrasing the output.** Unauthorized use of AI constitutes an academic offence and will be subject to academic discipline.

Additional information: Students can use AI tools to clarify questions they have about course content (e.g., you can ask ChatGPT about a course concept to help with your understanding), but students should be aware that the response may be inaccurate or inconsistent with the course content. Asking your instructor is a more effective strategy. Students should note that information provided by AI tools such as ChatGPT can include mistakes, inaccuracies, biases, and outdated information. Whenever these tools are used, students should cross-verify the information provided to them. This means verifying that the sources used by AI exist and have been accurately summarized, consulting multiple original and reputable up-to-date sources to verify information, and being cautious of bias that could be present in the information provided.

2. Policy on Use of Translation Tools*

The Department of Psychology views the unapproved use of translation or language applications as an academic offence.

Any usage of translation applications or language generation by students to complete specific assigned work for this course **must be approved** by the instructor **prior** to submitting the work **and noted by the student in the submitted work** itself.

Writing text and then feeding it into a computer application to improve or translate your own words, changing a few words, and then submitting this text as if it was your own **constitutes plagiarism**. You must compose text, choose words, construct logic flow, structure sentences and paragraphs to organize, synthesize, interpret information with your own mind. When you borrow language or ideas from another person or from a machine this must be acknowledged with quotation marks and/or citations.

Why do we have this policy?

- Translation is intellectual work and produces intellectual property, thus any text which is translated must cite the translator.
- Psychology endeavors to advance students' linguistic, analytic, and reasoning competencies – this can not happen outside of specific language competencies.
- Earning a university degree signals that an individual has advanced literacy and communicative skill in the language of instruction at the university; this is English at King's University College at Western University. If translation machines are used by students without regulation, we will have no way of certifying whether these competencies exist and fewer mechanism for encouraging students to do the hard work to develop them.

** Based on the policy developed by the Department of Child and Youth Studies*

**KING'S UNIVERSITY COLLEGE
GENERAL COURSE POLICIES
2026-27**

1. Academic Accommodations (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 at [Academic Accommodation for Students with Disabilities](#). Information on Accessibility Services at King's can be found [here](#).

2. Academic Consideration for Student Absences

Students must be approved to write a makeup exam or for an extension of the assignment deadline. If you need to miss an exam or the deadline for the assignment, please follow these instructions.

There are two ways to seek academic consideration:

(i) Academic consideration based on medical or compassionate grounds

If a student is unable to meet a course requirement due to substantial but temporary extenuating circumstances (medical or compassionate grounds), they should contact the Academic Advising Office. As a rule, documentation is required for academic consideration.

For academic consideration requests on medical grounds, the Student Medical Certificate (SMC) is the appropriate documentation. The SMC is available at <https://registrar.uwo.ca/academics/pdfs/student-medical-certificate.pdf>

- King's students: The Academic Advising Office website is located in DLH 104. The Academic Advising website is <https://mykings.ca/intranet/app/#/academics/academic-advising>.
- If your home faculty is Huron or at Western, please submit your documentation to your faculty's academic counselling office.
- Requests must be made as soon as possible, and no later than 48 hours after the missed assessment.

You may submit requests for academic consideration through the **Student Absence Portal**, linked on this website:

<https://mykings.ca/intranet/app/#/academics/academic-advising/academic-consideration-requests-and-student-absence-portal>.

(ii) Academic consideration through an undocumented absence

Students are permitted one academic consideration request without supporting documentation per term per half-course (0.5) weight.

- Note that instructors may designate one assessment per half-course weight as requiring supporting documentation. Please refer to the course outline to confirm this which assessment has been designated as requiring documentation for consideration (that is, exempt from undocumented absences).
- Undocumented absences can not be used as the basis for academic consideration for December or April exams.

If an instructor has built flexibility into their assessments (e.g., “complete 8 of 10 quizzes”), this flexibility will already address consideration needs and thus academic consideration may be denied.

For further information on the academic consideration policy, please see https://uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

c) Absences from Final Exams

If you miss the Final Exam, **contact your Academic Advising Office** 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 (i.e., you are scheduled to write 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](#)).

d) Religious Accommodations

Students should consult the University’s list of recognized religious holidays, and should give notice in writing to the instructor and their 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.

3. Support Services

Accessibility, Counselling and Student Development at King’s University College:
<https://mykings.ca/intranet/app/#/student-supports-and-services/accessibility-services>

Students experiencing emotional or mental health distress can access services at King’s University College: <https://kings.uwo.ca/campus-life/student-supports/>

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

MentalHealth@Western provides a complete list of options on how to obtain help:
<https://www.uwo.ca/health/mental-health/index.html>

Academic Support Services at King's University College: <https://kings.uwo.ca/academics/academic-supports/>

4. Statement on Gender-Based Sexual Violence

King's and Western are committed to reducing incidents of gender-based sexual violence (GBSV) and providing compassionate support to anyone who is going through or has gone through these traumatic events. If you are experiencing or have experienced GBSV (either recently or in the past), you will find information about support services for survivors, including emergency contacts at the following website: [Mental Health and Wellness at King's](#).

You can reach supports at King's 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 (health@uwo.ca) or by calling 519-661-3568. Additional support services can be found <https://www.uwo.ca/health/gbsv/support/index.html>

5. 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://kings.uwo.ca/sites/2025/assets/files/campus/Kings_Code_of_Student_Conduct.pdf

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.

6. 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

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_offences.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 to check which tools, including generative AI (ChatGPT, translation tools, grammar-checking tools) are permitted in each course.** Note that although some courses may permit the use of such tools, it does not mean use of such tools 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.

7. 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.

8. 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.

9. 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.