# Course Syllabus for Scientific Computing with Python

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## **Course Sections, Lectures, and Tests**

- There are two course sections:
  - One section PHYS/ACS-2112-759 in-person on Wednesday's from 6:00 to 9:00 p.m. on the U of W Campus, Lockhart Hall, Room 1L10, aka 1L10 Studio, see <a href="https://www.uwinnipeg.ca/tech-sector/software-and-services/1110-studio-support-services.html">https://www.uwinnipeg.ca/tech-sector/software-and-services/1110-studio-support-services.html</a>
  - One section PHYS/ACS-2112-752 online-asynchronous with video recordings of the Wednesday lecture available via Nexus/Panopto by Thursday of each week.
- If required, the lecture may be switched to a video recording or to Live Online delivery via a Zoom meeting with details below.
- The mid-term test and the final exam may be proctored in-person on campus or it may be proctored via live streaming with Zoom. The format may be written or online via Nexus.
- The mid-term is planned for February 15th between 6 and 9 p.m. (probably 1 hour). If you cannot attend at that time, contact the instructor before January 16th.
- The final exam date and time will be posted at <a href="https://www.uwinnipeg.ca/exam-schedules/">https://www.uwinnipeg.ca/exam-schedules/</a> near the end of the term.

Students must be available during the posted mid-term test/exam times for live streaming. High speed internet and access to an electronic device with a webcam (e.g., smart phone, laptop) is mandatory.

Here are the Zoom meeting details if needed:

https://us06web.zoom.us/j/9433192409

o Meeting ID: 943 319 2409

o Passcode: monty

#### For Live Online delivery:

- Students are expected to have their video enabled. This helps everyone (you, other students, and the instructor) engage with the subject and others. If you have a concern with this, talk with the instructor. Recorded lectures will not include video of students, only audio of questions and maybe chat text.
- To minimize noise, students should stay muted except when asking or answering questions. You may also use the meeting chat function, but the instructor may not notice new questions for a few minutes when focused on the shared screen. Feel free to attract their attention via the meeting software's raise-hand function, or raise your hand or otherwise get their attention via video, or unmute.
- Students are expected to attend or watch all lectures, and attend all tests and exams. Please disable notifications on your devices during both.
- Students are expected to be on time, come prepared to ask questions, and abide by the UW Respectful Working and Learning Environment Policy at <a href="http://www.uwinnipeg.ca/respect/">http://www.uwinnipeg.ca/respect/</a>

# **Course Information and Communication**

• 2023 Winter Term

• Instructor: Stuart Williams

• Email address for all class questions is the TA/Lab Assistant/Marker/Instructor email address: mailto:phys-2112-ta@googlegroups.com

This email is monitored by the instructor (although less on weekends), but the TA or Marker who usually respond to most questions.

When sending email, please try to avoid screen shots because they can't be searched, easily saved, may be hard to read, etc. Instead copy/paste text.

Email is an asynchronous form of communication. Do not expect immediate replies to email. Plan ahead.

Note that in the first few weeks of class, 95% of the questions that are asked via email are answered in the course syllabus (this document, also called the Course Outline), the Course Schedule, or other course documents on Nexus. If you email questions that are answered in this document, they won't be answered, but you may be reminded to read the documents.

Far worse, however, than those 95% of questions, are the details in the course documents that students don't ask about. If you don't read the documents posted on Nexus you will lose marks. In past sections of this course, I estimate 80% of students could have increased their marks by at least a full letter grade just by reading and following the instructions in these documents.

If you need clarification on something in the documents, please cite the document and explain what is unclear, so I can improve the document.

You should not need to email the instructor directly, instead, as explained above you, email

mailto:phys-2112-ta@googlegroups.com.

- Course webpage on Nexus: <a href="https://nexus.uwinnipeg.ca/d21/home/51044">https://nexus.uwinnipeg.ca/d21/home/51044</a>
- Students will need to install Python and JupyterLab on their personal computer to follow along with lectures and to complete assignments. This will be covered in the first lecture and in optional lab sessions run by the TA.
- TA Office Hours

The TA has time allocated for helping set up Python on your computer, and for answering questions related to assignments and possibly some questions about lecture content. Questions about tests and exams will be answered by the instructor.

Office hours for the TA will be announced when available.

You can also ask questions via the email address above. Often a TA can meet with you in-person or virtually.

• Here is the calendar Course Description from <a href="https://www.uwinnipeg.ca/academics/calendar/docs/all-course-descriptions.pdf">https://www.uwinnipeg.ca/academics/calendar/docs/all-course-descriptions.pdf</a>

PHYS-2112/ACS-2112 Scientific Computing with Python (3 hrs Lecture)

This Python language course shows students how to create basic programming structures in Python including decisions, loops and more advanced topics such as object-oriented programming with classes and exceptions. Unique Python data structures such as tuples and dictionaries are introduced. Students learn how to create Python programs with graphic elements as well as data visualization and publication quality figures. Applications from a variety of scientific fields are discussed when appropriate.

Note: This course is appropriate for all students with an interest in scientific computing, and experience with elementary computer programming is recommended.

• Prerequisites: None. **However**, beware that programming is hard to learn for many people. It requires attention to detail and precise logical thinking. It's sort of like writing recipes, but to a very naive and literal child (the computer). For some, having some math background helps. For others, interest in word problems or puzzles helps.

If you're not sure, consider watching an hour or so of <a href="https://www.youtube.com/watch?v=F6yLRM3b0q8">https://www.youtube.com/watch?v=F6yLRM3b0q8</a> to see how quickly you catch on.

If you're new to programming, expect to spend more time than other students in the first half of the course than those who have programming experience.

# **Topics and Learning Outcomes**

Upon the successful completion of this course, the student will have most of the following:

- Basic understanding of some basic computer science and programming concepts:
  - How variables are used in software, and two models of implementing them
  - Basic data types and more interesting complex data types (usually implemented as classes)
  - Character encoding

- Functions
- Boolean expressions and if statements
- Loops
- Basic ability to code in Python:
  - Names, namespaces, scopes and name search order
  - Built-in data types and their most important operators and methods
  - o Built-in functions
  - String formatting and f-strings
  - Sequence indexing and slicing
  - List comprehensions, generator expressions, and generators
  - Simple classes
  - o Exceptions
  - Function locals, non-locals, globals
  - Writing unit tests with pytest
- If time permits, introduction for awareness to a subset (TDB) of the following advanced Python features
  - Class internals
  - Bound methods
  - Metaclasses
  - Decorators
  - Special methods of classes
  - o Iterables, iterators, and the iterator protocol
- Basic ability to handle large amounts of data in Python efficiently with NumPy and Pandas
- Basic ability to visualize data with Pandas and awareness of other visualization packages
- Familiarity with techniques to measure and increase the performance of Python code
- Brief introduction to Machine Learning

Note that the details of the topics and learning outcomes above are tentative and some of them may not be achieved.

## **Course Text Books and Material**

The following free online books will be used in the course. Only parts of each book will be used.

• Think Python - How to Think Like a Computer Scientist 2nd Edition, Version 2.4.0 by Allen B. Downey (Green Tea Press). Copyright 2015 Allen Downey.

This book teaches programming, using Python as the example language.

Available free in PDF format at <a href="https://greenteapress.com/wp/think-python-2e">https://greenteapress.com/wp/think-python-2e</a>, HTML format at <a href="http://greenteapress.com/thinkpython2/html/index.html">http://greenteapress.com/thinkpython2/html/index.html</a>, and Jupyter notebooks adapted from it at several locations.

Other editions will be similar but don't have identical assignment problems, so be sure you have the correct version.

• The Python Data Science Handbook by Jake VanderPlas (O'Reilly). Copyright 2016 Jake VanderPlas, 978-1-491-91205-8.

Available free in PDF or Jupyter Notebooks at <a href="https://jakevdp.github.io/PythonDataScienceHandbook/">https://jakevdp.github.io/PythonDataScienceHandbook/</a>

This books teaches NumPy and Pandas, assuming you already know some Python.

Most "pages" in this book have lots of small code samples so the number of words per page will be about half that of a typical textbook.

This book will be used both as a textbook and a reference. In its role as a textbook it presents concepts you should understand and on which you will be tested. In its role as a reference it may help you complete assignments.

• A Whirlwind Tour of Python by Jake VanderPlas (O'Reilly). Copyright 2016 O'Reilly Media Inc, 978-1-491-96465-1.

Available free in PDF or Jupyter Notebooks at https://github.com/jakevdp/WhirlwindTourOfPython

This book teaches programming with Python and can be used as an alternative or supplement to the Think Python book.

# **Important Dates**

See <a href="https://www.uwinnipeg.ca/academics/calendar/docs/dates.pdf">https://www.uwinnipeg.ca/academics/calendar/docs/dates.pdf</a> pages 3-4 (from <a href="https://www.uwinnipeg.ca/academics/calendar/dates.html">https://www.uwinnipeg.ca/academics/calendar/dates.html</a>) for important dates such as these:

- Course Lectures (In-person Wednesday evening lectures for one section of this course start January 4th to end March 29th).
- When course registration, course adds/drops and section changes occur. Subsequent changes will be permitted only under the most exceptional circumstances and only when authorized by an Academic Advisor in the Student Services Office. Registration in all courses will be subject to space availability. Any courses dropped after this period will not be subject to refund.
- Mid-term reading week. No classes, except Education students taking 4000 level certification courses are required to attend class and practicum during this period.
- Mar 14 FINAL DATE to withdraw without academic penalty from winter term courses (also called Voluntary Withdrawal or "VW").
- Apr 10- 21 The Winter Term evaluation period for final items of work for this term which can include scheduled tests, exams, or the submission of papers or projects.

## **Grade Distribution**

- 40% Assignments
  - One each week, most worth about 100 points, except the first two.
  - See the section "Instructions for Weekly Assignments", below, for more details.
- 20% Mid-term Test
  - Covers mostly core Python
  - Planned for February 15th between 6 and 9 p.m. (probably 1 hour).
- 35% Final exam cumulative
  - Date and time TBD as mentioned above

# **Important Notes**

• Assistance: Students are encouraged to consult with the TA, Marker, or Instructor when experiencing

difficulties in the course, including assignments.

- Tests/Exams:
  - Tests and Exams may be administered and/or submitted online. The format and specific instructions will be communicated prior to the test/exam date.
  - Authorized course materials and devices will be communicated prior to each test/exam.
  - Please note that student's activities will be monitored during online quizzes/tests/exams, including via video, which is why a webcam is required.
- Grading System: Below are the guidelines for conversion from numerical (percentage) grades to letter grades. The final grades are approved by the Physics Department Review Committee.

Letter	Percent
A+	95-100
A	87-94
A-	80-86
B+	74-79
В	67-73
C+	61-66
C	53-60
D	50-52
F	0-49

## **Course Information and Policies**

- The University's regulations on wearing masks is "Highly Recommended". Please be considerate and be prepared to wear a mask, if social distancing in the classroom is not possible.
- Attendance at lectures (in-person) or their recordings (asynchronous online) is expected. Students cannot be admitted to this course if they can't attend regularly or keep up with video recordings.
- If you feel ill or have new or worsening symptoms of COVID-19, please do not attend in-person lecture. Stay home. The lecture notes and video recording are available on Nexus, so you would be able to catch up on your studies. I will not repeat the topics, nor will hold separate class for those who miss the lectures.
- The schedule of assigned readings, lectures, assignments and their' due dates will be posted on Nexus in the Schedule file.
- All course materials, including lecture slides, assignments, and tests/exams are only for the students registered in this course, PHYS-2112, and must not be shared with any other students or individuals outside this course.
- You must not share your Nexus ID and password with anybody to access your courses on your behalf. It is in violation of the University policies (see University Academic Calendar for more information)

# Assessments

Please note that there are no options for additional grades. Only the assessments listed on this Course Outline count toward the final grade. No extra homework, test rewrites, or extra credits will be given for this course.

### **Assignments**

• The assignments for each week use material covered in readings and lecture. Each week's assignment is usually due at 1:00 p.m. on the Tuesday before the following week's lecture, and the due date of the assignments after the last lecture will be announced.

#### **Two Kinds of Assignments**

- There are two kinds of assignments:
  - 1. Python coding assignments, #1 through about #11, should be submitted in files with file extension ".py", archived in a zip archive file. Marks will be deducted if you include extra files in your zip file.

Many of these assignments let you choose a subset of the assignment to complete. However, if you complete more than required, the problems with lower marks will be dropped, likely increasing your overall mark on the assignment.

Also note that test/exam questions are often based on or similar to assignment questions, so ideally you should know how to solve all the problems in an assignment, including any you choose to not complete.

- 2. Pandas data analysis and machine learning assignments, in the last few weeks of the course, should be submitted as Jupyter Notebook(s) with file extension ".ipynb", archived in a zip archive file. Marks will be deducted if you include extra files in your zip file, unless you are including a data set that you couldn't figure out how to download as part of the notebook (but you'll usually lose some marks if you can't automate downloading the data set).
- All assignments are usually due at 1 p.m. on a Tuesday. If you turn them in after 1 p.m. they receive no credit, in part because solutions to most assignments are presented in lecture starting at 6 p.m. Wednesdays. No due date extensions will be granted.

However, the lowest 3 assignment marks will be dropped in grade calculations, which is the rationale for no extensions being granted for assignment due dates.

You might be tempted to skip 3 assignments early in the term, but then something out of your control (such as getting sick) might happen later in the term when you have none left from the 3 assignments you could skip. To be clear, any assignment not submitted in on-time gets zero credit.

Skipping assignments will likely also impact your marks on tests, and on future assignments.

- See the file Master-Schedule.html on Nexus for details of each assignment.
  - There are about 13 assignments planned. Most assignments after the first two are worth about 100 points.
  - The points weighting for each problem in an assignment is indicated in square brackets ([]).
  - The file name you must use for your solution is in parentheses
     (round brackets). This is required out of respect for the marker's time, to reduce their effort marking assignments.
- Assignments must be submitted online via Nexus as a zip file of Python code files and/or Jupyter

notebook files, depending on the assignment, as mentioned above, and again with more more details below.

- Assignments submitted after the due date/time will receive no credit.
- You should try first to complete your assignments without any assistance. If you succeed, you'll learn the most. However, if you are stuck, you are allowed to receive help with assignments, but you are not allowed to copy code from a helper, the internet, or anywhere, to complete an assignment. A good rule of thumb is you can talk with others about how you might approach a solution, but you can't take any notes; then you have to do a different activity for at least an hour, for example studying for a different class, and then after that you should try to complete your assignment.

#### **Zip Files**

- The required format for submitting each assignment is a single zip file with .py and/or .ipynb files included, depending on the specific assignment.
- Do not include you name or student id in the assignment submission, Nexus records that already.
- Do not add any comments in the Nexus submission form they will be ignored. Instead you may include comments in files, or a README.txt file if you have a message for the marker you'd like them to read before marking the other files.
- There are many resources online on how to create a zip archive file, e.g. <a href="https://edu.gcfglobal.org/en/techsavvy/working-with-zip-files/1/">https://edu.gcfglobal.org/en/techsavvy/working-with-zip-files/1/</a>
- The zip file should have a file extension ".zip", not ".7z" or ".rar" or other archive formats (it needs to be unpackable by Python's zip library). Only contents of files with the ".zip" extension will be marked. This is required to reduce the effort for the marker.
- The zip file should have only files, no subfolders, so create the zip file from the folder in which you completed the assignment, not from the parent folder.
- Don't include other files, not even files that are usually hidden by your operating system (e.g. ``.DS<sub>Store</sub>`` on MacOS). Don't include any other files such as folders or files created by editors/IDEs (e.g. ``.idea/``), or Python (``\_pycache\_\_/``) or pytest (``.pytest<sub>cache</sub>/``), or Git (``.git/``), or virtual environments, or Jupyter checkpoints (``.ipynb<sub>checkpoints</sub>/``). Before submitting your .zip file, look at its contents to be sure no extra files are included.

In short, only include the files the marker needs to mark the assignment. Double-check your zip file contents before uploading it.

Historically Mac OS X users have had trouble with this.

One reason is that unpacking the zip file MacOS to confirm no extra files are included won't work because MacOS hides some files from the folder... See <a href="https://apple.stackexchange.com/questions/239578/compress-without-ds-store-and-macosx">https://apple.stackexchange.com/questions/239578/compress-without-ds-store-and-macosx</a> and <a href="https://superuser.com/questions/189622">https://superuser.com/questions/189622</a>

#### **Code Should be Easy to Read (and Mark)**

- Writing code is similar to writing an essay where you follow style guides, check for spelling mistakes, footnote correctly, etc. Code is a form of writing, communicating mostly to other programmers, but also telling the Python interpreter what to do. Review your own code to be sure it is clear and easy to read. Note that code is read far more often than it is written hundreds of times more in industry.
- A solution that that produces the correct answer will get partial credit (perhaps as low as 30%), but for full credit it needs to be easy to read, easy to understand, easy to maintain (fix bugs), and easy to

change (add enhancements).

This is similar to submitting a printed essay. If it has typos, spelling mistakes, has pages out of order or is not stapled, has coffee stains, mud, and gum on it, you will lose marks.

For full credit, in addition to a correct solution, also include:

- Module and function docstrings (<a href="https://peps.python.org/pep-0257/">https://peps.python.org/pep-0257/</a>) that are "Accurate, Brief, and Clear" (ABC)
- ABC names for functions and variables
- Code that is not redundant (in general less code is better, as long as its still easy to read, understand, and modify, and it will usually also have fewer bugs). Don't Repeat Yourself (DRY).
   If you find yourself copying and pasting your own code to complete a solution, you should refactor using functions or constants.
- Code comments only where they add value. Don't write comments that explain what code does if
  it would be obvious to a competent Python developer such as the marker. Do add comments
  when what the code does would not be obvious, or is unusual or surprising, to a competent
  Python developer.
- Tests that can be run with "pytest" to show that you confirmed the code is correct, and which
  also serves as documentation of what the code does. Reduce your effort by writing those tests
  first.
- Code formatted following "PEP 8 Style Guide for Python Code" as follows:
  - Read PEP 8 <a href="https://www.python.org/dev/peps/pep-0008/">https://www.python.org/dev/peps/pep-0008/</a>
  - At least skim these:
    - https://github.com/google/styleguide/blob/gh-pages/pyguide.md
    - https://github.com/amontalenti/elements-of-python-style
  - Install the "blue" formatting tool (<a href="https://pypi.org/project/blue/">https://pypi.org/project/blue/</a>), or use black (<a href="https://github.com/psf/black">https://github.com/psf/black</a>) and run it on your code with arguments ``-line-length=79 -skip-string-normalization`` (which you can configure in a file). For Jupyter notebooks there are several options: <a href="https://www.reddit.com/r/Python/comments/ixbibn/black">https://www.reddit.com/r/Python/comments/ixbibn/black for jupyter notebook and jupyterlab/</a>
  - Install and run flake8 and pylint on your code, and correct as many errors as you can.
- To get even better at coding, read the Coding-Advice.html file on Nexus.
- In the second half of the course when working with data sources you should include code that downloads them, as opposed to including the data source itself.
- Submit assignments via Nexus. If you want to make changes after submitting, submit another zip file. Only the last zip file will be marked, so be sure it contains all of the assignment, even if you submitted parts of it in a previous zip file.
- Assignment submissions are NOT accepted via e-mail.
- Your Assignments will be marked in a timely manner by a Marker. The feedback will usually be available to you through Nexus, within 2 weeks after the submission.
- Academic misconduct will be taken seriously. For more information, please see the notes below.

#### Tests/Exams

See Test-and-Final-Exam-Instructions.html on Nexus which will be available before the first test.

- Photo identification is required for tests and exams.
- Only authorized course materials or devices will be allowed in test/exam, which will be communicated prior to each test/exam.

• Usually the tests and exams in this course ask you to choose a subset of problems in each section to answer, to help alleviate cases where a gap in your knowledge hurts your score.

# **Academic Integrity**

You are expected to take academic integrity and copyrightlaw very seriously and be mindful of your own activities and the requests/offers you may receive from others.

In addition to the guidelines in the Academic Calendar (Regulations and Policies, Subsection 8a), for all assessment items in this course, the following are considered cheating, plagiarism, or academic misconduct:

- Copying from another student's work and submitting it as your own (group or collaborative work approved by the instructor is not considered cheating).
- Consulting or copying from any unauthorized sources, including, but not limited to: the Internet; online calculators and graphing tools; assignments or tests/exams from previous years or from other courses; solutions provided by a third party (purchased or otherwise).
- Asking questions from another student or any unauthorized person during the exams and tests.
- Using any unauthorized sources during the tests and exams.
- Soliciting and obtaining solutions to the assignments, tests, and exams via any means of communication (e.g., e-mail, text, phone call, social media chats, etc.).
- Providing test or exam questions and/or solutions to another student, uploading them to a filesharing websites, including Chegg, CourseHero, Quizlit, etc, or otherwise sharing them outside the course.

It is your responsibility to know the policies and guidelines, and to be aware of the academic misconduct procedures, and your rights and responsibilities. Anybody involved in the process could be charged with academic misconduct. For more information, please see the Academic Calendar, Regulations and Policies, Subsection 8a. <a href="https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf">https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf</a>

# **Other Important Information**

- A permitted or necessary change in mode of delivery may require adjustments to important aspects of this course outline, like class schedule and the number, nature, and weighting of assignments and/or exams.
- Students can find answers to frequently ask questions (FAQ) related to remote learning here: <a href="https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html">https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html</a>.
- When it is necessary to cancel a class due to exceptional circumstances, every effort will be made to inform students via UWinnipeg email, or on Nexus, via Course News (announcements).
- Students have the responsibility to regularly check their UWinnipeg e-mail addresses to ensure timely receipt of correspondence from the University and/or their course instructors. Only your University of Winnipeg email address (Name@webmail.uwinnipeg.ca) will be used for course related correspondence.

Emails sent through Nexus will not be checked.

• Please note that withdrawing before the VW date (Feb 14, 2023) does not necessarily result in a fee refund. A minimum of 20% of the work on which the final grade is based will be evaluated and available to the student before the voluntary withdrawal date. I encourage you to contact the instructor before withdrawing.

• Regulations, Policies, and Academic Integrity. Students are encouraged to familiarize themselves with the "Regulations and Policies" found in the University Academic Calendar at: <a href="https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf">https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf</a>. Particular attention should be given to subsections 8 ("Student Discipline"), 9 ("Senate Appeals"), and 10 ("Grade Appeals").

Please note the importance of maintaining academic integrity, and the potential consequences of engaging in plagiarism, cheating, and other forms of academic misconduct. Even "unintentional" plagiarism, as described in the UW Library video tutorial "Avoiding Plagiarism" (<a href="https://www.youtube.com/watch?v=UvFdxRU9a8g">https://www.youtube.com/watch?v=UvFdxRU9a8g</a>) is a form of academic misconduct.

Similarly, uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) is a form of misconduct, as it involves "aiding and abetting" plagiarism. More detailed information can be found here: Academic Misconduct Policy and Procedures: <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf</a>.

analysis/docs/policies/academic-misconduct-procedures.pdf.

- Respectful Learning Environment. Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used. Behaviour, communication, or acts that are inconsistent with a number of UW policies (e.g. Respectful Working and Learning Environment Policy <a href="https://www.uwinnipeg.ca/respect/respect-policy.html">https://www.uwinnipeg.ca/respect/respect-policy.html</a>, Acceptable Use of Information Technology Policy <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf</a>) could be considered "non-academic" misconduct. More detailed information can be found here: Non-Academic Misconduct Policy and Procedures: <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf</a> and <a href="https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf">https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf</a>
- Copyright and Intellectual Property. Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy.

Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board (or computer). Students found to be in violation of an instructor's intellectual property rights could face serious consequences pursuant to the Academic Misconduct or Non-Academic Misconduct Policy.

- Privacy. Students are reminded to know their rights in relation to the collecting of personal data by the University (<a href="https://www.uwinnipeg.ca/privacy/admissions-privacy-notice.html">https://www.uwinnipeg.ca/privacy/admissions-privacy-notice.html</a>), especially if Zoom is being used for remote teaching (<a href="https://www.uwinnipeg.ca/privacy/zoom-privacy-notice.html">https://www.uwinnipeg.ca/privacy/zoom-privacy-notice.html</a>) and testing/proctoring (<a href="https://www.uwinnipeg.ca/privacy/zoom-test-and-exam-proctoring.html">https://www.uwinnipeg.ca/privacy/zoom-test-and-exam-proctoring.html</a>).
- Research Ethics. Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain research ethics approval before commencing data collection. Exceptions are research activities done in class as a learning exercise. For submission requirements and deadlines, see <a href="https://www.uwinnipeg.ca/research/ethics/apply-for-human-ethics.html">https://www.uwinnipeg.ca/research/ethics/apply-for-human-ethics.html</a>
- Religious Holidays: Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work or examinations without penalty. A list of religious

holidays can be found in the 2020-21 Undergraduate Academic Calendar.

- Service for Students with Disabilities: Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams or during lectures/laboratories are encouraged to contact Accessibility Services (AS) at 204.786.9771 or <a href="https://www.uwinnipeg.ca/accessibility-services/">https://www.uwinnipeg.ca/accessibility-services/</a> to discuss appropriate options. All information about a student's disability or medical condition remains confidential.
- The dates the University is closed for holidays, irrespective of campus closure related to COVID19: September 5 (Labour Day), September 30 (Truth and Reconciliation Day), October 10 (Thanksgiving Day), November 11 (Remembrance Day), December 23 through January 2, February 20 (Louis Riel Day), April 07 (Good Friday). Fall mid-term reading week is October 9-15; Winter mid-term reading week is February 19-25

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