

# Syllabus

**PLNT 0410**

**Crop Production Principles and Practices**

Fall 2022

**Faculty of Agricultural and Food Sciences**  
**Department of Plant Science**



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## COURSE DETAILS

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<b>Course Title &amp; Number:</b>	PLNT 0410 Crop Production Principles and Practices
<b>Number of Credit Hours:</b>	4
<b>Class Times &amp; Days of Week:</b>	<p><u>Lectures:</u> The lecture content for the week will be posted every Monday. These will be mostly pre-recorded (asynchronous), with a few live (synchronous) guest lectures. A time-limited quiz on the weekly lectures will be available every Wednesday and due Friday. There will be an in-person Tutorial Session every Friday (12:30-1:20).</p> <p><u>Labs:</u> The lab reading, notes and assignment for the week will be posted every Monday. The reading is to be done prior to the lab, which will be in-person during the assigned time slot. (Tuesday 11:30-12:45 pm OR Tuesday 1:00-2:15 pm OR Thursday 11:30-12:45 pm). The weekly assignment will be due Friday.</p>
<b>Pre-Requisites:</b>	N/A
<b>Location for classes/labs/tutorials:</b>	Lecture Tutorials – 130 Agriculture Labs: B01 - 138 Agriculture B02 – 138 Agriculture B03 – 343 Agriculture

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## Instructor Contact Information

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<b>Instructor(s) Name &amp; Preferred Form of Address:</b>	Pete Giesbrecht Pete
<b>Office Location:</b>	Plant Science Building - TBD
<b>Office Hours or Availability:</b>	Fridays 10:30 am -3:30 pm  Preferred method is email communication or during the in-person session on Fridays.  If additional help is needed, contact me via email and an appointment can be booked to meet in-person (Fridays 10:30-3:30) or using Cisco Webex.

*Note:* [The Responsibilities of Academic Staff in Regards to Students - ROASS](#) requires that instructors must be available to students for consultation out of class or laboratory hours.

**Office Phone No.**

N/A

**Email:**[Pete.Giesbrecht@umanitoba.ca](mailto:Pete.Giesbrecht@umanitoba.ca)

All emails must come from your university email. Emails received from personal accounts will not get a response.

Email response time will vary; I will attempt to get back to you by the next business day.

*Note:* All email communication must conform to the [Communicating with Students](#) university policy.

**Contact:**

Email, Cisco Webex via appointment, or in-person on Fridays

The best way to discuss the course and course material is by joining the in-person sessions on Fridays, or by making an appointment through email and setting up a time to meet via WebEx or in-person that works for both of us.

**Feel free to talk to me about any issue relating to the course.**

Please start this process early in the semester. Far too often, students leave their questions and concerns until after their grade is lower than expected. I encourage you to discuss the course or course material frequently over the course of the semester.

## Course Description

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### U of M Course Calendar Description

(Lab required) This course provides a broad understanding of the principles and practices of crop production. The importance of crop production for western Canada and for worldwide food production. Constraints, challenges and opportunities will be explored. The course will cover crop plant biology and provide an introduction to agronomic management practices for Manitoba crop production. Topics will include crop rotation, cultivar selection, tillage, seeding, fertilizer, pest control, precision agriculture and bio security.

### General Course Description

The information provided in this course is critical for completion of the Farm Management Plan, which serves as the capstone activity of the Agriculture Diploma program. This course is also crucial for those who wish to work as farmers, agronomists, or in other industry roles.

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## Course Goals

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- To introduce students to crop production principles and practices in western Canada
- To determine where to find and use **unbiased** information that will aid in making crop production decisions
- To understand how our major crops are used and who are the major importers of these crops
- To demonstrate effective agronomic and management practices
- To illustrate the major pests (weeds, diseases, and insects) that can affect these crops and how to manage these pests in an economically and environmentally sustainable manner
- To design a crop rotation that maximizes economic and environmental sustainability

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## Course Learning Objectives

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On completion of this course, students should be able to:

- Explain briefly how crop production in Canada affects worldwide food production
- Understand how climate change will impact their decision making
- Describe the agronomic methods to produce the main crops in western Canada
- Find and use unbiased information that will aid in making crop production decisions
- Explain and discuss the crop production constraints in western Canada
- Apply problem-solving skills to formulate plans to deal with crop production problems

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## Textbook, Readings, and Course Materials

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### Required Materials

- Students can purchase (optional) the “Crop Production Principles and Practices” Lab Manual from the [University of Manitoba Bookstore](#). This Lab Manual will also be available on UMan Learn in PDF format.
- MS Office (Word), installation of Cisco Webex and MS Lens (free pdf creator)
- I-Clicker – Students can download the I-Clicker App for a smartphone, log in to I-Clicker Cloud on a laptop, or purchase an I-Clicker from the U of M Bookstore.

### Recommended Materials:

- Computer with Video and Microphone capability – This will allow students to fully participate in Cisco Webex meetings
- Reliable Internet Connection – Not always in the students control but will allow for much better experience participating in live lectures and meetings, as well as for downloading/buffering pre-recorded video files and reading materials. Please inform instructor of any technical/connectivity issues at the beginning of the semester.

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## Using Copyrighted Material

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Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and university guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at <http://umanitoba.ca/copyright/> or contact [um\\_copyright@umanitoba.ca](mailto:um_copyright@umanitoba.ca).

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## Course Technology

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Email: All students **must have** a University of Manitoba ID and email address.

**Course correspondence will be sent to assigned University of Manitoba email addresses only.**

UM Learn: UM Learn will be used for posting all pre-recorded lectures, assignment material, and other content. It will also be used for submission and grading of quizzes and assignments.

Cisco Webex Meetings: Cisco Webex will be used for meetings with the instructor. It is a good idea for students to take a look at Webex ahead of time and take note of the features such as muting, sharing screen, raising hand, etc.

I-Clicker Cloud: I-Clicker Cloud will be used during the Tutorial Sessions. The app can be downloaded to a smartphone or the website accessed on a laptop.

Technology: A device with video and audio (mic) capabilities will be beneficial for learning and communication. Laptops and tablets may be used for taking notes in class. It is the general University of Manitoba policy that all technology resources are to be used in a responsible, efficient, ethical and legal manner.

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## Expectations: I Expect You To

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- Read, understand, and follow along with this course syllabus throughout the semester. This includes being aware of key dates, evaluations, weights etc. This syllabus will be followed very closely by the instructor
- Seek help/clarification on any concepts that you do not understand
- Regularly watch and complete any pre-recorded lecture content (weekly) and attend the weekly Tutorial and lab sessions
- Be aware of when you are muted vs unmuted in Cisco Webex Meetings to prevent disruption
- Regularly access UM Learn site for course information, due dates, news items, grades, etc.
- Check your University of Manitoba e-mail account daily to access course information.
- Conduct yourself in a professional manner in synchronous instructor/student meetings, etc.
- Treat me and all your classmates with respect. See [Respectful Work and Learning Environment Policy](#).
- Follow these policies around Academic Integrity (see below)
- Make yourself aware of Student Accessibility Services and what they do (see below)

I expect you to follow these policies around Class Communication, Academic Integrity, and Recording Class Lectures:

([Section 2.5 ROASS](#)).

**Class Communication:**

You are required to obtain and use your University of Manitoba email account for all communication between yourself and the university. All communication must comply with the Electronic Communication with Student Policy:

[http://umanitoba.ca/admin/governance/governing\\_documents/community/electronic\\_communication\\_with\\_students\\_policy.html](http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html).

**Academic Integrity:**

*Example:* Each student in this course is expected to abide by the University of Manitoba [Academic Integrity principles](#). Always remember to reference the work of others that you have used. Also be advised that you are required to complete your assignments independently unless otherwise specified. If you are encouraged to work in a team, ensure that your project complies with the academic integrity regulations. You must do your own work during exams. Inappropriate collaborative behavior and violation of other Academic Integrity principles, will lead to the serious [disciplinary action](#). Visit the [Academic Calendar](#), [Student Advocacy](#), and [Academic Integrity](#) web pages for more information and support.

*Inappropriate Collaboration: When is collaboration inappropriate?*

When students work together or share information without specific instructions by the professor, this constitutes inappropriate collaboration. This applies to quizzes and exams, papers, labs, or homework assignments; basically, any assignment that will be submitted for a grade. Students should not collaborate unless the professor has given specific instructions about group work and when this is permissible.

*Assignments:* Work submitted for assignments must be 100% your own, i.e., not the work of anyone else. Consultation with other students is permissible, however, each student must submit their own assignment containing their own work. If you are unsure, please contact instructor.

Suspected cases of Academic Dishonesty will be brought to the Directors attention at which point it will be investigated. If it is deemed that Academic Dishonesty took place, an 'Academic Dishonesty' note will be placed on the student's academic transcript.

**Recording Class Lectures:**

No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission of the course instructor (Pete Giesbrecht). Course materials (both paper and digital) are for the participant's private study and research.

**Student Accessibility Services:**

The University of Manitoba is committed to providing an accessible academic community. [Students Accessibility Services \(SAS\)](#) offers academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services  
 520 University Centre  
 Phone: (204) 474-7423  
 Email: [Student\\_accessibility@umanitoba.ca](mailto:Student_accessibility@umanitoba.ca)

### Expectations: You Can Expect Me To

- Be sufficiently available for communication for any questions you have via email and Cisco Webex Meetings or in-person
- To reply to emails in a timely and clear manner
- To provide clear, detailed explanations and instructions in lectures and for assignments and provide opportunities to apply and practise course concepts
- To match your time and effort put into succeeding in this course
- Provide a grading scheme which balances fairness with expediency
- Return all graded assignments and exams within 14 days of the due date

The Department of Plant Science in consultation with the Faculty of Agricultural and Food Sciences has devised a plan so that there is minimal impact on the delivery and content of the course, should the instructor fall sick and is unable to continue lectures in-person. Please be assured that the alternative plan outlining any deviation from the normal mode of instruction will be communicated to you as quickly as possible if/when the need arises.

### CLASS SCHEDULE AND COURSE EVALUATION

This schedule is subject to change at the discretion of the instructor and/or based on the learning needs of the students but such changes are subject to [Section 2.8 of ROASS](#).

#### IMPORTANT TERM DATES

Date	Item
Sept 12	First Day of Agriculture Diploma Classes
Sept 26	Last Day to Drop Courses
Sept 27	Last Day to Add Courses
Oct 11-14	Classes Cancelled – Experiential Learning
Nov 7-11	Fall Term Break
Nov 21	Voluntary Withdrawal (VW) Deadline
Dec 9	Last Day of Classes
Dec 12	Examination Period Begins
Dec 22	Examination Period Ends

CLASS DATE	CLASS TOPIC	FORMAT	TIME
September 12	Course Overview / Syllabus / Intro Quiz 1	In-person	12:30-1:20
September 14	Feeding a Hungry World	Async	
September 16	Intro Quiz 1 due		

September 19	Crop Production Trends	Async	
September 21	On Farm Research Development / Quiz 2	Async	
September 23	Tutorial Session	In-person	12:30-1:20
September 26	Impacts of Climate Change on Cropping Systems	Async	
September 28	Adapting to Climate Change / Quiz 3	Async	
September 30	Tutorial Session	In-person	12:30-1:20
October 3	Crop Adaptability	Async	
October 5	Crop Adaptability / Quiz 4	Async	
October 7	Tutorial Session	In-person	12:30-1:20
October 10	Biosecurity	Async	
October 12	<i>Classes Cancelled – Experiential Learning / Quiz 5</i>		
October 14	<i>Classes Cancelled – Experiential Learning</i>		
October 17	Pre-Season Planning and Variety Selection	Async	
October 19	Mid-term Review	Sync	12:30-1:20
<b>October 21</b>	<b>Mid-Term Exam</b>	<b>In-person</b>	
October 24	Crop Rotations	Async	
October 26	Cereal Production / Quiz 6	Async	
October 28	Tutorial Session	In-person	12:30-1:20
October 31	Cereal Production	Async	
November 2	Cereal Production / Quiz 7	Async	
November 4	Tutorial Session	In-person	12:30-1:20
<b>November 7-11</b>	<b>Fall Term Break</b>		
November 14	Canola Production	Async	
November 16	Canola Production / Quiz 8	Async	
November 18	Tutorial Session	In-person	12:30-1:20
November 21	Hybrid Seed Production and Biotechnology	Sync	12:30-1:20
November 23	Soybean Production / Quiz 9	Async	
November 25	Tutorial Session	In-person	12:30-1:20
November 28	Forage Production	Sync	12:30-1:20
November 30	Cover Crops / Quiz 10	Sync	12:30-1:20
December 2	Tutorial Session	In-person	12:30-1:20
December 5	Final Exam Review	Sync	12:30-1:20
December 7	Review / Class evaluations	Sync	12:30-1:20
<b>TBD</b>	<b>Final Exam</b>	<b>In-person</b>	

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### Lecture Expectations

- The Sept 12 lecture (Course Overview / Syllabus) will be in-person.
- Lectures for the week will be posted on UM Learn every Monday.
- Beginning Sept 23 all Friday classes will be in-person (12:30-1:20).
- There will be 3 guest lectures which may be streamed live (synchronous). Advance notification of the format of these lectures will be given.
- Mid-term and Final exam review sessions will be live via Webex on Oct 19 and Dec 5 during the lecture time slot (12:30-1:20 pm)
- Lecture quizzes will be posted on UM Learn every Wednesday and be available till the end of the day on Friday of that week.
- Each quiz must be written independently.
- Lecture quizzes on UM Learn will be time limited. Be prepared before starting it!

## Lab Expectations

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- **All labs are mandatory**
- The Lab Manual will be posted on UM Learn
- Lab material, readings and assignments will be posted on Monday of each week.
- Each assignment must be done independently.
- Lab assignments must be submitted via UM Learn by the end of the day on Friday.
- Show respect to your Teaching Assistant.
- Teaching Assistants will be available to answer questions during the lab time slot.
- Students may seek additional help from their Teaching Assistant via email.

### PURPOSE OF LABORATORIES

Labs in this course are organized as supplementary tutorial sessions, to cover in greater detail material touched on during lectures and to give students the chance to apply theoretical concepts to practical questions. Students will also set up, make observations, compile results and complete a lab report related to a simplified scientific experiment designed to test the effect of seed-placed fertilizers.

### LABORATORY INSTRUCTORS

The instructors will be available during the entire laboratory period to assist students. However, students should be independent, following through each exercise and asking for help only after they have conscientiously attempted the exercise giving them difficulty.

## Lab Schedule

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- Introductory Lab and Plant Experiment – Week of Sept 19
- Crop Emergence and Flower of Grass Plants – Week of September 26
- Diseases of Field Crops – Week of Oct 3
- **No Labs – Week of Oct 10**

- Seed Quality and Grain Grading – Week of Oct 17
- Fertilizer Rates and their Application Methods – Week of Oct 24
- Equipment Calibration and Chemical Safety – Week of Oct 31
- **Fall Term Break – Week of Nov 7**
- Oilseeds: Oil and Crop Staging / Lab Report due – Week of Nov 14
- FINAL LAB EXAM – Week of Nov 21

## Course Evaluation Methods

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A variety of methods will be used to give all types of learners an opportunity to excel.

ITEM	VALUE	SCHEDULE
Laboratory*	30%	See Lab Evaluation (below)
Lecture Quizzes	10%	Each week
Class Mid-Term	25%	October 22 <sup>nd</sup> , 2021
Final Examination	35%	Scheduled by Student Records. PLEASE NOTE: The final exam will be cumulative.

**\*A passing grade in the lab must be achieved to pass the entire course.**

## Laboratory Evaluation

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ITEM	VALUE*	SCHEDULE
Lab Assignments	11%	Weekly
Lab Report	4%	Due Nov 18
Lab Final exam	15%	Week of November 21 <sup>st</sup>

**\*of PLNT 0410 mark**

## Grading

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All of your assignments and tests will be calculated as a percentage and converted into a grade point. Your final grade point will be determined by where your calculated grade point fits into the grade point range.

Letter Grade	Percentage out of 100	Final Grade Point
A+	92-100	4.5
A	82-91.9	4.0
B+	75-81.9	3.5

B	70-74.9	3.0
C+	65-69.9	2.5
C	60-64.9	2.0
D	50-59.9	1.0
F	< 50	0

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## Voluntary Withdrawal

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**Sept 26** - Last day to drop the class without penalty

**Nov 21** - Last day to withdraw and have the class excluded from transcripts (VW)

Those who do not drop the course by the deadline will be assigned a final grade. The withdrawal courses will be recorded on the official transcript.

Refer to the [Registrar's Office](#) web page for more information.

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## Referencing Style

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Assignments should use the **APA** reference style as outlined in the text: American Psychological Association. (2009). Publication manual of the American Psychological Association (6th ed.). Washington, DC: Author. All references cited for class and laboratory assignments should be in alphabetical order according to the senior (first) author's surname.

**Example 1** - citation of a multi-authored book in which each chapter is written by a different author, but the complete publication is edited by one or two persons. The author(s) and page numbers of the specific chapter are cited.

Baker, L.M. and E. Green. 1984. The inheritance of eye colour. p. 187-241, In: Human genetics. A. Brown (ed.), Plenum Press, New York.

**Example 2** - citation of a book as in Example 1 except that only one person has authored and edited the entire book (e.g. a textbook).

Russell, P.J. 1986. Translation of the genetic message. p. 437-466, In: Genetics. Little, Brown and Co., Boston.

**Example 3** - citation of a paper from a scientific journal.

Kerby, K. and J. Kuspira. 1987. The phylogeny of the polyploid wheats. Genome, 29:722-737.

**Example 4** – citation of material from the web.

Griffiths AJF, Miller JH, Suzuki DT, et al. An Introduction to Genetic Analysis. 7th edition. New York: W. H. Freeman; 2000. Sex chromosomes and sex-linked inheritance. Available from: <https://www.ncbi.nlm.nih.gov/books/NBK22079/>. Retrieved September 5, 2019

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## Assignment Feedback

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All assignments and exams will be returned within two weeks following the due date or evaluation date.

**The voluntary withdrawal date is November 21<sup>st</sup>, 2022. By this time, you will have over 35% of your grade to base your withdrawal decision on.**

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## Assignment Extension and Late Submission Policy

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- All assignments should be submitted by the due date listed in the course schedule. If an extension is required, the student must inform the instructor in writing.
- Students who fail to submit work on time and do not contact me for an extension are subject to the **late assignment penalty**. *The penalty is an 10% per day reduction in the value of the student's grade for up to five consecutive days. Afterwards, the work is worth 0%.*  
Students who are not able to submit assignments on time due to health or other compassionate reasons need to submit a written explanation ahead of time or, if that is not possible, after the missed due date, but no later than one week after the missed assignment due date. If an extension is granted, the penalty will be 5% for each day of the extension to a maximum 50%. Only in extreme circumstances (medical note is required) will an extension be granted with no late deductions.
- Students are expected to make every effort possible to submit work by the due date.
- *Medical Notes*  
Students who are unable to meet a course requirement due to medical circumstances are currently not required to submit medical notes. However, students are required to contact their instructor or academic advisor by email to inform of the missed work and to make arrangements for extensions, deferrals, or make-up assignments. Please follow these guidelines if you are unable to meet an academic requirement for your courses:
  - Contact your instructor for term work such as a class, quiz, midterm/test, assignment, lab;
  - Contact an advisor in your faculty/college/school of registration for a missed final exam (scheduled in the final examination period);
  - Inform your instructor/advisor as soon as possible do not delay. Note for final exams, students must contact within 48 hours of the date of the final exam; and
  - Email your instructor/advisor from a U of M email address, and include your full name, student number, course number, and academic work that was missed.

### The following factors do not constitute extenuating circumstances:

- *Technical problems* with personal computers will not be considered a valid reason for the late submission of assignments. Crashes, lockups, lost data and printing difficulties are an unavoidable aspect of using a computer and should be anticipated and planned for.
- *Assessment tasks in other subjects*: students are given fair notice of assessment due dates and are expected to manage their time in order to meet the set deadlines. This specifically includes assessment resulting from an approved overload
- *Employment responsibilities and routine financial support needs*: only in very exceptional circumstances would students be eligible for extensions for work commitments (for example, an unplanned, urgent and unavoidable overseas work task for a professional full-time worker studying part-time)

- *Social activities and commitments*: social activities (for example, recreational travel, planned events such as weddings, or participation in a University play) are expected to be undertaken and managed by students without interfering with their ability to fulfil assessment tasks
- *Stress or “normal” anxiety*: the stress or anxiety normally associated with the completion of required assessment tasks or any aspect of course work is not considered an extenuating circumstance. A medically diagnosed anxiety disorder, however, may be grounds for an extension or other accommodation under the policy for students experiencing academic disadvantage.

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## UNIVERSITY SUPPORT OFFICES & POLICIES

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### Schedule “A”

**Section (a)** : A list of academic supports available to Students, such as the Academic Learning Centre, Libraries, and other supports as may be appropriate:

#### **Writing and Learning Support**

The Academic Learning Centre (ALC) offers services that may be helpful to you throughout your academic program. Through the ALC, you can meet with a learning specialist to discuss concerns such as time management, learning strategies, and test-taking strategies. The ALC also offers peer supported study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In these study groups, students have opportunities to ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.

You can also meet one-to-one with a writing tutor who can give you feedback at any stage of the writing process, whether you are just beginning to work on a written assignment or already have a draft. If you are interested in meeting with a writing tutor, reserve your appointment two to three days in advance of the time you would like to meet. Also, plan to meet with a writing tutor a few days before your paper is due so that you have time to work with the tutor’s feedback.

These Academic Learning Centre services are free for U of M students. For more information, please visit the Academic Learning Centre website at: <http://umanitoba.ca/student/academiclearning/>

You can also contact the Academic Learning Centre by calling 204-480-1481 or by visiting 205 Tier Building.

#### **University of Manitoba Libraries (UML)**

As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you may have, regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you in-person. A complete list of liaison librarians can be found by subject: <http://bit.ly/WcEbA1> or name: <http://bit.ly/1tJ0bB4>. In addition, general library assistance

is provided in person at 19 University Libraries, located on both the Fort Garry and Bannatyne campuses, as well as in many Winnipeg hospitals. For a listing of all libraries, please consult the following: <http://bit.ly/1sXe6RA>. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the Libraries' homepage: [www.umanitoba.ca/libraries](http://www.umanitoba.ca/libraries).

**Section (b):** A statement regarding mental health that includes referral information:

**For 24/7 mental health support, contact the Mobile Crisis Service at 204-940-1781.**

#### **Student Counselling Centre**

Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling. *Student Counselling Centre:*

<http://umanitoba.ca/student/counselling/index.html>

474 University Centre or S207 Medical Services

(204) 474-8592

#### **Student Support Case Management**

Contact the Student Support Case Management team if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team.

*Student Support Intake Assistant* <http://umanitoba.ca/student/case-manager/index.html>

520 University Centre

(204) 474-7423

#### **University Health Service**

Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation.

*University Health Service* <http://umanitoba.ca/student/health/>

104 University Centre, Fort Garry Campus

(204) 474-8411 (Business hours or after hours/urgent calls)

#### **Health and Wellness**

Contact our Health and Wellness Educator if you are interested in [peer support from Healthy U](#) or information on a broad range of health topics, including physical and mental health concerns, alcohol and substance use harms, and sexual assault.

*Health and Wellness Educator* <https://umanitoba.ca/student/health-wellness/welcome-about.html>

[britt.harvey@umanitoba.ca](mailto:britt.harvey@umanitoba.ca)

#### **Live Well @ UofM**

For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site:

<http://umanitoba.ca/student/livewell/index.html>

**Section (c):** A notice with respect to copyright:

All students are required to respect copyright as per Canada's *Copyright Act*. Staff and students play a key role in the University's copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community. Visit <http://umanitoba.ca/copyright> for more information.

**Section (d):** A statement directing the student to University and Unit policies, procedures, and supplemental information available on-line:**Your rights and responsibilities**

As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The [Academic Calendar](http://umanitoba.ca/student/records/academiccalendar.html) <http://umanitoba.ca/student/records/academiccalendar.html> is one important source of information. View the sections *University Policies and Procedures* and *General Academic Regulations*.

While all of the information contained in these two sections is important, the following information is highlighted.

- If you have questions about your grades, talk to your instructor. There is a process for term work and final **grade appeals**. Note that you have the right to access your final examination scripts. See the Registrar's Office website for more information including appeal deadline dates and the appeal form <http://umanitoba.ca/registrar/>
- You are expected to view the General Academic Regulation section within the Academic Calendar and specifically read the **Academic Integrity** regulation. Consult the course syllabus or ask your instructor for additional information about demonstrating academic integrity in your academic work. Visit the Academic Integrity Site for tools and support <http://umanitoba.ca/academicintegrity/> View the **Student Academic Misconduct** procedure for more information.
- The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected conduct yourself in an appropriate respectful manner. Policies governing behavior include the:

**Respectful Work and Learning Environment**

[http://umanitoba.ca/admin/governance/governing\\_documents/community/230.html](http://umanitoba.ca/admin/governance/governing_documents/community/230.html)

**Student Discipline**

[http://umanitoba.ca/admin/governance/governing\\_documents/students/student\\_discipli](http://umanitoba.ca/admin/governance/governing_documents/students/student_discipli)

[ne.html](#) and,

#### **Violent or Threatening Behaviour**

[http://umanitoba.ca/admin/governance/governing\\_documents/community/669.html](http://umanitoba.ca/admin/governance/governing_documents/community/669.html)

- If you experience **Sexual Assault** or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting. The **Sexual Assault** policy may be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/community/230.html](http://umanitoba.ca/admin/governance/governing_documents/community/230.html)  
More information and resources can be found by reviewing the Sexual Assault site  
<http://umanitoba.ca/student/sexual-assault/>
- For information about rights and responsibilities regarding **Intellectual Property** view the policy [https://umanitoba.ca/governance/sites/governance/files/2021-06/Intellectual Property Policy - 2013\\_10\\_01 RF.pdf](https://umanitoba.ca/governance/sites/governance/files/2021-06/Intellectual_Property_Policy_-_2013_10_01_RF.pdf)

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site

<http://umanitoba.ca/faculties/>

Contact an **Academic Advisor** within our faculty/college or school for questions about your academic program and regulations <http://umanitoba.ca/academic-advisors/>

#### **Student Advocacy**

Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.

<http://umanitoba.ca/student/advocacy/>

520 University Centre

204 474 7423

[student\\_advocacy@umanitoba.ca](mailto:student_advocacy@umanitoba.ca)