



University of Manitoba Faculty of Agricultural and Food Science

Department of Animal Science

Avian Production Systems

ANSC 4550

Fall 2020



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Course Details

Course Title & Number: **Avian Production Systems ANSC 4550**

Number of Credit Hours: **3**

Lecture: **1:00 – 2:15 pm Tuesday and Thursday;**

Laboratory: **2:30 – 5:30 pm Thursday**

Location for classes/labs/tutorials: **Class: delivered remotely using UMLearn/Webex platform**

Tutorial/laboratory: delivered remotely using UMLearn/Webex platform

Pre-Requisites: **ANSC 2500 Animal Production**

Instructor Contact Information

Instructor(s) Name: **Dr. Anna Rogiewicz**

Preferred Form of Address: Dr. Rogiewicz, Dr. Anna would also be acceptable

Office Location: 228 Animal Science Building

Office Hours or Availability: Generally available within working hours. The best way to meet would be to e-mail to schedule an Webex meeting, hosted by instructor. Instructor will start hosting the Webex around 15 minutes before the start and will be available for students.

Phone No. **Office:** 204 474 9527

Email:

All email communication is preferable mean of the contact. It must conform to the Communicating with Students university policy. Please familiarize yourself with the policy. Use the subject line to state the reason for your e-mail and add the course number. This will help to determine which e-mails may need a quick response. Do not expect detailed or lengthy e-mail responses. If your e-mail question(s) require such a response, I may ask you to come and see me in person instead. Please avoid salutations such as 'Hey You' or 'Hi There'. Dear Dr. Rogiewicz will be fine. Email response may take up to 36 hours. E-mails will not be checked evenings or weekends. If you send an email on Friday afternoon or over the weekend you will most likely get a response no earlier than the following Monday.

Contact:

Students are not able to meet with instructor, however are encouraged to approach the instructor immediately before or after the lecture. Instructor will start hosting the Webex around **15 minutes before the start and will be available for students.** Use email for communication. **Students will not be able to phone the office.**

Course Description

The poultry industry; marketing system, breeding, hatchery practices, management and feeding of large-scale turkey and chicken enterprises. Describes the various avian systems in terms of size, complexity, and relationship to the economy and gives an understanding of the management and marketing practices in the usual poultry systems.

General Course Objective

This course is intended to give a broad perspective in commercial poultry and egg industry in Canada.

Course Objectives

1. To describe the diversity and organization of poultry production.
2. To learn about the origin of poultry species and history of poultry production.
3. To explain the basic management practices employed in various avian production systems.
4. To evaluate methods and management strategies for optimizing production efficiency.
5. To discuss the organized production of poultry and eggs and how it is influenced by the Canadian supply management.

6. To analyse practical problems encountered in avian production systems.
7. To integrate information from previous courses (anatomy, physiology, reproduction, growth, environment, etc.) with management practices in poultry production.
8. To discuss the aspects of poultry welfare, acceptable husbandry practices and environmental issues.
9. To define the practical components of biosecurity within the different poultry systems.
10. To identify principles of precision farming and modern technologies used in poultry industry.
11. To introduce the career opportunities in poultry industry.

Intended Learning Outcomes

Learning outcomes:

Knowledge:

1. Student describes basic types of utility and breeds of poultry, knows the poultry anatomy and physiology, explains the principles of breeding and husbandry.
2. Explain how the management practices and modern technologies employed in poultry production systems impact the poultry and egg production and poultry welfare.
3. Explain the importance and differences of biosecurity standards within different poultry systems.
4. Recognize the principle and structure of the supply management in poultry and egg production.
5. Describe the main principles of poultry nutrition and health.
6. Explain the basics of animal production profitability.
7. Recognize the implication of the modern technology that supports the poultry industry.
8. Explain the egg hatching process and technology employed in commercial hatcheries.
9. Describe and differentiate the table egg and hatching egg production.

Skills:

1. Use terminology concerning poultry production in understandable and appropriate way.
2. Recognize the necessity of developing professional skills to increase the quality of veterinary care, applying of the appropriate management practices accordingly to regulations (housing conditions, nutrition, animal welfare).
3. Recognize the requisite of constant learning for professional development.
4. Utilize collected information related to health, productivity, animal welfare, quality of eggs and poultry products, and food safety.

Social competences:

1. Demonstrates responsibility for decisions made in relation to animal welfare, sustainability of poultry production, food safety and wellbeing of personnel involved in poultry industry.
2. Understands frequent practical problems encountered in avian production systems.
3. Evolve the habit for continuing improvement of knowledge and skills development.
4. Recognize the broad employment opportunities within poultry industry.

Using Copyrighted Material

Please respect copyright. Copyrighted content is used in this course. I have ensured that I will the acknowledged content I use appropriately and that it is copied in accordance with copyright laws and University guidelines. Copyrighted works, including those created by me, are available for your

private study and research, and you must not distribute them in any format without permission. Do not upload copyrighted works to a learning management system (e.g., 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.

Recording Class Lectures

The Course Instructor holds copyright over the course materials, presentations and lectures, which form part of this course. No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission. Course are for the participant's private study and research.

Textbook, Readings, Materials

Required textbook – None. I will recommend and provide the reading materials when applicable. Supplementary readings – If you are having trouble with some material and would like some extra reading please contact me and I can recommend a book and /or web-site to assist you.

Course Technology

It is the general University of Manitoba policy that all technology resources are to be used in a responsible, efficient, ethical, and legal manner. Class will be delivered on-line using Webex platform and UMLearn. I will make an effort to build a learning community and will try to address individual needs to make the on-line learning satisfactory and meaningful. Class notes and links to videos will be posted on UMLearn. You should be aware that the notes posted are not complete and will require you to attend class to fill in key details. Lab assignments, midterm tests and final exam will be delivered online.

Class Communication

The University requires all students to activate an official University email account. For full details of the Electronic Communication with Students, please visit: [http://umanitoba.ca/admin/governance/media/Electronic Communication with Students Policy - 2014_06_05.pdf](http://umanitoba.ca/admin/governance/media/Electronic_Communication_with_Students_Policy_-_2014_06_05.pdf). Please note that all communication between myself and you as a student 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)). You are required to obtain and use your u of m email account for all communication between yourself and the university.

Expectations: I Expect You To

1. Attend class and be on time as much as you can.
2. Follow the university student academic and conduct guidelines.
3. Participate in teaching and learning process. I always assume that each student has some knowledge or experience in the subject that could be shared or discussed during the lecture or lab. Students are expected to be engaged and to give their best effort in class discussions but perfection is not expected.
4. Complement the notes that I provide with your own notes that you take during lectures. The notes that I provide are incomplete and you will be expected to attend lectures in order to complete your notes. You will also be evaluated based on your comprehension of material supplied in Power-point notes, handouts and any relevant discussions during class.
5. Complete all assignments on time.
6. I expect the courtesy and best manners during the presentations delivered by guest speakers. Please remember that every individual guest speaker is doing a big favor to students and teachers providing the unique opportunity to learn by sharing his/her experience and enhancing the entire educational process.
7. Produce university-level quality writing: legible and proofread. I encourage you to type and submit hard copies of assignments. If there are a significant number of errors or if it is difficult to read, the assignment will be returned to you prior to grading for changes.
8. Be courteous and civil to me and to your fellow students.
9. Be patient with the potential unforeseen circumstances related to the remote teaching/learning.

See [Respectful Work and Learning Environment Policy](#).

Expectations: You Can Expect Me To

1. Be respectful of your opinions, questions and response to questions.
2. Make every reasonable effort to answer your questions.
3. Mark your tests in a fair, equitable and prompt fashion.
4. I will use the PowerPoint lectures in class in a large part of the teaching practice in class.
5. I will make an effort to provide you valuable material as a substitute to the tours, which cannot be offered this time due to the Covid-19 related restrictions.

See [Respectful Work and Learning Environment Policy](#).

Class Schedule

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 the – [ROASS Procedure](#)). If you miss lecture(s), it is your responsibility to obtain any information announced in class. Guest speaker's lecture material will be examinable. Lectures: Tuesdays and Thursdays 1:00 – 2:15 pm

Date		Lecture topic
Sep. 10	TR	Course introduction, Biology of the bird, part 1
Sep. 15	T	Biology of the bird, part 2
Sep. 17	TR	Course introduction for Diploma Students, Manitoba poultry industry and terminology
Sep. 22	T	Origin of poultry
Sep. 24	TR	Poultry nutrition
Sep. 29	T	Breeding, genetics and selection
Oct. 1	TR	Animal welfare
Oct. 6	T	Broiler chicken production and meet processing
Oct. 8	TR	Manitoba Chicken Producers - guest speaker <i>Vallene Simoens</i>
Oct. 13	T	Laying hen management - guest speaker <i>Wei Jia</i> Manitoba Egg Farmers
Oct. 15	TR	Egg and pullet production in Manitoba- guest speaker <i>Cory Rybuck</i> Manitoba Egg Farmers
Oct. 20	T	Mid-term
Oct. 22	TR	Broiler breeder management
Oct. 27	T	Hatching egg production: hatchability and hatcheries
Oct. 29	TR	Turkey production and Manitoba Turkey Industry
Nov. 3	T	TBD
Nov. 5	TR	Food safety
Nov. 10	T	Fall term break
Nov. 12	TR	Fall term break
Nov. 17	T	Health and diseases - guest speaker Lorne Cruise, DVM
Nov. 19	TR	Mid-term
Nov. 24	T	History of poultry production
Nov. 26	TR	Specialty Poultry Production- guest speaker <i>Herman Grauer</i> , Natures Farm
Dec. 1	T	Niche and specialty markets, non-quota flocks

Dec. 3 TR Major assignment presentations
Dec. 8 T Major assignment presentations
Dec. 10 TR Final Exam review

Laboratory Expectations

Experiential learning activities are this time in the form of video demonstrations of the various poultry related operations. Visiting tours cannot be offered this time. I expect students to fully participate in laboratory and tutorial activities. I will invite guest speakers who will provide more detailed information and will address questions. Laboratory material will be examinable.

Lab Schedule

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 the – ROASS Procedure). If you miss lab(s), it is your responsibility to obtain any information announced in class.

Lab, Thursdays 2:30- 5:30 pm

Date	Topic
Sep. 10 TR	Reproduction and Embryology
Sep. 17 TR	Manitoba Poultry industry and terminology
Sep. 24 TR	Poultry nutrition
Oct. 1 TR	Biosecurity
Oct. 8 TR	Broiler chicken production
Oct. 15 TR	Siemens Farms virtual tour
Oct. 22 TR	Burnbrae Farms- egg processing plant tour
Oct. 29 TR	Hatchery virtual tour
Nov. 5 TR	University of Manitoba Poultry Research Station tour
Nov. 12 TR	Fall term break
Nov. 19 TR	Barn ventilation - presentation
Nov. 26 TR	TBD
Dec. 3 TR	Major assignment presentations

Course Evaluation Methods

The mid-term tests will be a mix of types of questions including short and long answers. They, as well as the final exam, will be closed book with no notes or other materials to be used during the tests. Total marks for each term test is 50 marks.

The laboratory assignments due one week after completion of lab. The format will be dictated by the topics covered.

The class assignment will also be based on group presentation of current topics related to poultry production. The size of the group will be determined later. The **suggested** topics:

1. Antibiotics in poultry industry/consequences of RWA poultry (Raised without antibiotic)
2. Salmonella in laying hens
3. The use of feed enzymes in poultry production
4. Biosecurity in commercial and free-range laying hen production systems
5. Food safety concerns and regulations for meat & egg producers
6. Food: Poultry products in modern cuisine
7. Brooding in poultry- adaptation to new environment, heating, feeders, drinkers, floor space, rearing
8. Smart poultry- how the modern technology and equipment support the successful poultry production.
9. Poultry welfare

Select a recent peer reviewed article or information available on-line related to the topics listed above, and use it as a basis for an oral presentation to be made in class. Give a 15 minutes presentation. Provide an outline of the presentation and a handout of your PowerPoint presentation to the class. Evaluation will be done by the instructor and the students. Evaluation criteria: clarity of presentation, organization and flow of ideas, quality of presentation.

The final examination will have the components described above but multiple-choice and some short answer questions will come from the last portion of the syllabus not tested in term test 1 and term test 2. Some of the short answer questions and most of the long answer type questions would come from the portions of the syllabus previously tested in the term test.

Date	Assessment Tool	Value of Final Grade
October 20	Mid-term 1	20%
November 12	Mid-term 2	20%
Multiple dates	Lab assignments	10%
December 3, December 8	Group Presentation	20%
TBD	Final exam	30%

Grading

I generally will have your test marks back to you within one week of your writing of the test. This means that you should have 40% (midterm tests 1 and 2) of your final grade before the voluntary withdrawal date.

Letter Grade	Percentage out of 100	Final Grade Point
A+	92-100	4.5
A	85-91.9	4.0
B+	78-84.9	3.5
B	70-77.9	3.0
C+	62-69.9	2.5
C	55-61.9	2.0
D	50-54.9	1.0
F	Less than 50	0

Referencing Style

If applicable: Assignments should use the citation format adopted by the Canadian Journal of Animal Science:

Example of correct citation:

Journal:

Waterer, J.G., and Evans, L.E. 1985. Comparison of Canadian and American hard red spring wheat cultivars. *Can. J. Plant Sci.* **65**: 831–840.

Book:

Cochran, W.G., and Cox, G.M. 1968. *Experimental design*. 2nd ed. John Wiley and Sons, Inc., New York, NY. 611 pp.

Internet:

Irvine, B. 1998. Can producers use an in-row liquid suspension to inoculate pulse crops? [Online]. Available: <http://res.agr.ca/brandon/brc/newsnote/newsI91.htm> [1998 Oct. 01].

More information available on-line:

<http://www.nrcresearchpress.com/uml.idm.oclc.org/page/cjas/authors#28>

Make sure you cite only literature that is highly relevant and avoid multiple citations on the same point. Check each reference with the original article and refer to it in the text by the author and date. List multiple references in the text in chronological order. Use “et al.” when there are more than two authors but give all authors in the reference list at the end of your assignment.

Assignment Extension, Late Submission Policy, Missing Tests

Late Assignments: Electronically submitted assignments must be submitted by the end of the day (4:30 pm) on the date that it is due. There will be a 10% deduction for every 24-hour period the assignment is late.

Missed Assignments: Unexcused missed assignments will be given a grade of zero. Where assignments are missed and excused through written notification such as a doctor's certificate of illness or other circumstances that are beyond the control of the student, the student may be given the following options: 1) complete the assignment and receive the late assignment penalty as describe above; 2) establish a new due date with the instructor and complete the assignment without penalty when handed in by the new due date; or, 3) the final grade will be determined by increasing the value of the final exam by the amount that would have been allocated to the missed assignment.

Missed Exams: Unexcused missed exams will be given a grade of zero. Where exams other than the final exam are missed and excused through written notification such as a doctor's certificate of illness or other circumstances that are beyond the control of the student, the student may be given the following options: 1) re-schedule a date for the exam with the instructor and complete the exam at that time (the instructor has the option to set a different exam); or, 2) the final grade will be determined by increasing the value of the final exam by the amount that would have been allocated to the missed exam. If the final exam is missed and an appropriate excuse has been provided, another exam date will be set at the discretion of the instructor.

Policies Related to Student Discipline

Academic Dishonesty: Plagiarism, Cheating and Examination Impersonation

Plagiarism or any other form of cheating in examinations, term tests or academic work is subject to serious academic penalty. Cheating in examinations or tests may take the form of copying from another student or bringing unauthorized materials into the exam room. Exam cheating can also include exam impersonation. A student found guilty of contributing to cheating in examinations or term assignments is also subject to serious academic penalty. *Students should acquaint themselves with the University's policy on plagiarism, cheating, exam impersonation and duplicate submission.*

http://umanitoba.ca/student/resource/student_advocacy/academicintegrity/Academic-Integrity-policies-and-procedures.html

Policy on Respectful Work and Learning Environment

http://umanitoba.ca/admin/governance/governing_documents/community/566.html

Inappropriate and Disruptive Student Behaviour

http://umanitoba.ca/admin/governance/governing_documents/students/279.html

Accessibility Policy for Student with Disabilities

http://umanitoba.ca/admin/governance/governing_documents/students/281.html

Withdrawal from class

http://umanitoba.ca/student/records/leave_return/695.html



University of Manitoba Faculty of Agricultural and Food Science

Department of Animal Science

Poultry Production and Management

ANSC 0700

Fall 2020



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Course Details

Course Title & Number: **Poultry Production and Management ANSC 0700**

Number of Credit Hours: **4**

Lecture: **1:00 – 2:15 pm Tuesday and Thursday;**

Laboratory: **2:30 – 5:30 pm Thursday**

Location for classes/labs/tutorials: **Class: delivered remotely using UMLearn/Webex platform**

Tutorial/laboratory: delivered remotely using UMLearn/Webex platform

Pre-Requisites: **ANSC 0420 Animal Biology and Nutrition**

Instructor Contact Information

Instructor(s) Name: **Dr. Anna Rogiewicz**

Preferred Form of Address: Dr. Rogiewicz, Dr. Anna would also be acceptable

Office Location: 228 Animal Science Building

Office Hours or Availability: Generally available within working hours. The best way to meet would be to e-mail to schedule an Webex meeting, hosted by instructor. Instructor will start hosting the Webex around 15 minutes before the start and will be available for students.

Phone No. **Office:** 204 474 9527

Email:

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Course Description

The poultry industry; marketing system, breeding, hatchery practices, management and feeding of large-scale turkey and chicken enterprises. Describes the various avian systems in terms of size, complexity, and relationship to the economy and gives an understanding of the management and marketing practices in the usual poultry systems.

General Course Objective

This course is intended to give a broad perspective in commercial poultry and egg industry in Canada.

Course Objectives

1. To describe the diversity and organization of poultry production.
2. To learn about the origin of poultry species and history of poultry production.
3. To explain the basic management practices employed in various avian production systems.
4. To evaluate methods and management strategies for optimizing production efficiency.

5. To discuss the organized production of poultry and eggs and how it is influenced by the Canadian supply management.
6. To analyse practical problems encountered in avian production systems.
7. To integrate information from previous courses (anatomy, physiology, reproduction, growth, environment, etc.) with management practices in poultry production.
8. To discuss the aspects of poultry welfare, acceptable husbandry practices and environmental issues.
9. To define the practical components of biosecurity within the different poultry systems.
10. To identify principles of precision farming and modern technologies used in poultry industry.
11. To introduce the career opportunities in poultry industry.

Intended Learning Outcomes

Learning outcomes:

Knowledge:

1. Student describes basic types of utility and breeds of poultry, knows the poultry anatomy and physiology, explains the principles of breeding and husbandry.
2. Explain how the management practices and modern technologies employed in poultry production systems impact the poultry and egg production and poultry welfare.
3. Explain the importance and differences of biosecurity standards within different poultry systems.
4. Recognize the principle and structure of the supply management in poultry and egg production.
5. Describe the main principles of poultry nutrition and health.
6. Explain the basics of animal production profitability.
7. Recognize the implication of the modern technology that supports the poultry industry.
8. Explain the egg hatching process and technology employed in commercial hatcheries.
9. Describe and differentiate the table egg and hatching egg production.

Skills:

1. Use terminology concerning poultry production in understandable and appropriate way.
2. Recognize the necessity of developing professional skills to increase the quality of veterinary care, applying of the appropriate management practices accordingly to regulations (housing conditions, nutrition, animal welfare).
3. Recognize the requisite of constant learning for professional development.
4. Utilize collected information related to health, productivity, animal welfare, quality of eggs and poultry products, and food safety.

Social competences:

1. Demonstrates responsibility for decisions made in relation to animal welfare, sustainability of poultry production, food safety and wellbeing of personnel involved in poultry industry.
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3. Evolve the habit for continuing improvement of knowledge and skills development.
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5. Complete all assignments on time.
6. I expect the courtesy and best manners during the presentations delivered by guest speakers. Please remember that every individual guest speaker is doing a big favor to students and teachers providing the unique opportunity to learn by sharing his/her experience and enhancing the entire educational process.
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5. I will make an effort to provide you valuable material as a substitute to the tours, which cannot be offered this time due to the Covid-19 related restrictions.

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Class Schedule

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Nov. 5	TR	Food safety
Nov. 10	T	TBD
Nov. 12	TR	TBD
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Dec. 3	TR	Major assignment presentations
Dec. 8	T	Major assignment presentations

Laboratory Expectations

Experiential learning activities are this time in the form of video demonstrations of the various poultry related operations. Visiting tours cannot be offered this time. I expect students to fully participate in laboratory and tutorial activities. I will invite guest speakers who will provide more detailed information and will address questions. Laboratory material will be examinable.

Lab Schedule

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 the – ROASS Procedure). If you miss lab(s), it is your responsibility to obtain any information announced in class.

Lab, Thursdays 2:30- 5:30 pm

Date	Topic
Sep. 17 TR	Manitoba Poultry industry and terminology
Sep. 24 TR	Poultry nutrition
Oct. 1 TR	Biosecurity
Oct. 8 TR	Broiler chicken production
Oct. 15 TR	Siemens Farms virtual tour
Oct. 22 TR	Burnbrae Farms- egg processing plant tour
Oct. 29 TR	Hatchery virtual tour
Nov. 5 TR	University of Manitoba Poultry Research Station tour
Nov. 12 TR	Fall term break
Nov. 19 TR	Barn ventilation - presentation
Nov. 26 TR	TBD
Dec. 3 TR	Major assignment presentations

Course Evaluation Methods

The mid-term tests will be a mix of types of questions including short and long answers. They, as well as the final exam, will be closed book with no notes or other materials to be used during the tests. Total marks for each term test is 50 marks.

The laboratory assignments due one week after completion of lab. The format will be dictated by the topics covered.

The class assignment will also be based on group presentation of current topics related to poultry production. The size of the group will be determined later. The **suggested** topics:

1. Antibiotics in poultry industry/consequences of RWA poultry (Raised without antibiotic)
2. Salmonella in laying hens
3. The use of feed enzymes in poultry production
4. Biosecurity in commercial and free-range laying hen production systems
5. Food safety concerns and regulations for meat & egg producers
6. Food: Poultry products in modern cuisine
7. Brooding in poultry- adaptation to new environment, heating, feeders, drinkers, floor space, rearing
8. Smart poultry- how the modern technology and equipment support the successful poultry production.
9. Poultry welfare

Select a recent peer reviewed article or information available on-line related to the topics listed above, and use it as a basis for an oral presentation to be made in class. Give a 15 minutes' presentation. Provide an outline of the presentation and a handout of your PowerPoint presentation to the class. Evaluation will be done by the instructor and the students. Evaluation criteria: clarity of presentation, organization and flow of ideas, quality of presentation.

The final examination will have the components described above but multiple-choice and some short answer questions will come from the last portion of the syllabus not tested in term test 1 and term test 2. Some of the short answer questions and most of the long answer type questions would come from the portions of the syllabus previously tested in the term test.

Date	Assessment Tool	Value of Final Grade
October 20	Mid-term 1	20%
November 12	Mid-term 2	20%
Multiple dates	Lab assignments	10%
December 3, December 8	Group Presentation	20%
TBD	Final exam	30%

Grading

I generally will have your test marks back to you within one week of your writing of the test. This means that you should have 40% (midterm tests 1 and 2) of your final grade before the voluntary withdrawal date.

Letter Grade	Percentage out of 100	Final Grade Point
A+	92-100	4.5
A	85-91.9	4.0
B+	78-84.9	3.5
B	70-77.9	3.0
C+	62-69.9	2.5
C	55-61.9	2.0
D	50-54.9	1.0
F	Less than 50	0

Referencing Style

If applicable: Assignments should use the citation format adopted by the Canadian Journal of Animal Science:

Example of correct citation:

Journal:

Waterer, J.G., and Evans, L.E. 1985. Comparison of Canadian and American hard red spring wheat cultivars. *Can. J. Plant Sci.* **65**: 831–840.

Book:

Cochran, W.G., and Cox, G.M. 1968. *Experimental design*. 2nd ed. John Wiley and Sons, Inc., New York, NY. 611 pp.

Internet:

Irvine, B. 1998. Can producers use an in-row liquid suspension to inoculate pulse crops? [Online]. Available: [http:// res.agr.ca/brandon/brc/newsnote/newsI91.htm](http://res.agr.ca/brandon/brc/newsnote/newsI91.htm) [1998 Oct. 01].

More information available on-line:

<http://www.nrcresearchpress.com.uml.idm.oclc.org/page/cjas/authors#28>

Make sure you cite only literature that is highly relevant and avoid multiple citations on the same point. Check each reference with the original article and refer to it in the text by the author and date. List multiple references in the text in chronological order. Use “et al.” when there are more than two authors but give all authors in the reference list at the end of your assignment.

Assignment Extension, Late Submission Policy, Missing Tests

Late Assignments: Electronically submitted assignments must be submitted by the end of the day (4:30 pm) on the date that it is due. There will be a 10% deduction for every 24-hour period the assignment is late.

Missed Assignments: Unexcused missed assignments will be given a grade of zero. Where assignments are missed and excused through written notification such as a doctor’s certificate of illness or other circumstances that are beyond the control of the student, the student may be given the following options: 1) complete the assignment and receive the late assignment penalty as describe above; 2) establish a new due date with the instructor and complete the assignment without penalty when handed

in by the new due date; or, 3) the final grade will be determined by increasing the value of the final exam by the amount that would have been allocated to the missed assignment.

Missed Exams: Unexcused missed exams will be given a grade of zero. Where exams other than the final exam are missed and excused through written notification such as a doctor's certificate of illness or other circumstances that are beyond the control of the student, the student may be given the following options: 1) re-schedule a date for the exam with the instructor and complete the exam at that time (the instructor has the option to set a different exam); or, 2) the final grade will be determined by increasing the value of the final exam by the amount that would have been allocated to the missed exam. If the final exam is missed and an appropriate excuse has been provided, another exam date will be set at the discretion of the instructor.

Policies Related to Student Discipline

Academic Dishonesty: Plagiarism, Cheating and Examination Impersonation

Plagiarism or any other form of cheating in examinations, term tests or academic work is subject to serious academic penalty. Cheating in examinations or tests may take the form of copying from another student or bringing unauthorized materials into the exam room. Exam cheating can also include exam impersonation. A student found guilty of contributing to cheating in examinations or term assignments is also subject to serious academic penalty. *Students should acquaint themselves with the University's policy on plagiarism, cheating, exam impersonation and duplicate submission.*

http://umanitoba.ca/student/resource/student_advocacy/academicintegrity/Academic-Integrity-policies-and-procedures.html).

Policy on Respectful Work and Learning Environment

http://umanitoba.ca/admin/governance/governing_documents/community/566.html

Inappropriate and Disruptive Student Behaviour

http://umanitoba.ca/admin/governance/governing_documents/students/279.html

Accessibility Policy for Student with Disabilities

http://umanitoba.ca/admin/governance/governing_documents/students/281.html

Withdrawal from class

http://umanitoba.ca/student/records/leave_return/695.html