



University of Manitoba  
Faculty of Agricultural and Food Sciences  
Department of Plant Science

**PLNT 0410**

**CROP PRODUCTION**

**PRINCIPLES AND**

**PRACTICES**

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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.</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 live (synchronous) via Webex 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> <p><u>Tutorial:</u> There will be a live (synchronous) student directed Q&amp;A session every Friday during the lecture time slot (12:30 – 1:20 pm) using Webex.</p>

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## Instructor Contact Information

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<b>Instructor's Name:</b>	Mr. Pete Giesbrecht
<b>Preferred Form of Address:</b>	Pete
<b>Office Location:</b>	N/A
<b>Office Availability:</b>	<p>Preferred method is email communication or UM Learn discussion forum for short questions. I will attempt to answer these questions during the weekly Q&amp;A session, so that all students can benefit.</p> <p>If additional help is needed, contact me via email and an appointment can be booked to meet using Cisco Webex.</p>

**Webex Link:**

Webex Room Link:

<https://umlearn2.webex.com/meet/pete.giesbrecht>**Email:**[pete.giesbrecht@umanitoba.ca](mailto:pete.giesbrecht@umanitoba.ca)

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

**Contact:**

Email, Cisco Webex via Q&amp;A or appointment

The best way to discuss the course and course material is by joining the Q&A sessions, or by making an appointment through email and setting up a time to meet via WebEx 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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This course provides a broad understanding of the principles and practices of crop production, focusing on both the importance of crop production for western Canada and worldwide food production. Constraints, challenges, and opportunities will be explored. The course will cover crop plant biology and introduce agronomic management practices for Manitoba crop production. Topics will include crop rotation, cultivar selection, cultivar specific management, tillage, seeding, fertilizer, pest control, precision agriculture and biosecurity. 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.

## 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

## Intended Learning Outcomes

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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

## 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/copyright\\_basics.html](http://umanitoba.ca/copyright/copyright_basics.html) or contact [um\\_copyright@umanitoba.ca](mailto:um_copyright@umanitoba.ca).

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## Textbook, Readings, Materials

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### Required Materials

- Students can purchase (optional) the “Crop Production Principles and Practices” booklet from the [University of Manitoba Bookstore](#). This Lab Manual will also be available on UM Learn.
- MS Office (Word), installation of Cisco Webex and MS Lens (free pdf creator)

### 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 tutorials and meetings, as well as for downloading/buffering pre-recorded video files. Please inform instructor of any technical/connectivity issues at the beginning of the semester

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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.

Technology: A device with video and audio (mic) capabilities will be beneficial for learning and communication

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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 and lab content (weekly) and formulate questions for the weekly Q&A 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.
- Reply and create new emails with UM email addresses only ([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).)
- 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)

**Academic Integrity:**

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.

**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

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- Be sufficiently available for communication for any questions you have via email and Cisco Webex Meetings
- 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

## Class Schedule

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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 16	First Day of Agriculture Diploma Classes
Oct 5	Last Day to Drop Courses
Oct 6	Last Day to Add Courses
Oct 14	Classes Cancelled - Virtual Community Building
Nov 9-13	Fall Term Break
Nov 20	Voluntary Withdrawal (VW) Deadline
Dec 9	Last Day of Classes
Dec 10	Examination Period Begins
Dec 21	Examination Period Ends

CLASS DATE	CLASS TOPIC	FORMAT	TIME
September 16	Course Overview / Syllabus / Intro Quiz 1	Sync	
September 18	Feeding a Hungry World	Async	
September 21	Crop Production Trends	Async	
September 23	On Farm Research Development / Quiz 2	Async	
September 25	Q&A Session	Sync	12:30-1:20
September 28	Impacts of Climate Change on Cropping Systems	Async	
September 30	Adapting to Climate Change / Quiz 3	Async	
October 2	Q&A Session	Sync	12:30-1:20



October 5	Crop Adaptability	Async	
October 7	Crop Adaptability / Quiz 4	Async	
October 9	Q&A Session	Sync	12:30-1:20
October 12	Biosecurity	Async	
October 14	<i>Classes Cancelled – Virtual Community Building / Quiz 5</i>		
October 16	Q&A Session	Sync	12:30-1:20
October 19	Pre-Season Planning and Variety Selection	Async	
October 21	Mid-term Review	Sync	12:30-1:20
<b>October 23</b>	<b>Mid-Term Exam</b>		
October 26	Crop Rotations	Async	
October 28	Cereal Production / Quiz 6	Async	
October 30	Q&A Session	Sync	12:30-1:20
November 2	Cereal Production	Async	
November 4	Cereal Production / Quiz 7	Async	
November 6	Q&A Session	Sync	12:30-1:20
<b>November 9-13</b>	<b>Fall Term Break</b>		
November 16	Canola Production	Async	
November 18	Canola Production / Quiz 8	Async	
November 20	Q&A Session	Sync	12:30-1:20
November 23	Hybrid Seed Production and Biotechnology	Sync	12:30-1:20
November 25	Soybean Production / Quiz 9	Async	
November 27	Q&A Session	Sync	12:30-1:20
November 30	Forage Production	Sync	12:30-1:20
December 2	Cover Crops / Quiz 10	Sync	12:30-1:20
December 4	Q&A Session	Sync	12:30-1:20
December 7	Final Exam Review	Sync	12:30-1:20
December 9	Review / Class evaluations	Sync	12:30-1:20
<b>TBD</b>	<b>Final Exam</b>		

## Lecture Expectations

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- The Sept 16 lecture (Course Overview / Syllabus) will be streamed live via Webex.
- Lectures for the week will be posted on UM Learn every Monday.
- There will be 3 guest lectures which may be streamed live (synchronous). Advance notification of the format of these lectures will be given.
- Weekly Q&A sessions will be live via Webex on Fridays 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!

## **Laboratory 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 via Cisco Webex 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 study results and answer questions related to a simplified scientific experiment designed to test the effect of seed-placed fertilizers.

### **LABORATORY INSTRUCTORS**

The instructors will be available via Webex 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.

### **LABORATORY TOPICS**

- Introductory Lab and Plant Experiment – Week of Sept 21
- Crop Emergence and Flower of Grass Plants – Week of September 28
- Diseases of Field Crops – Week of Oct 5
- **No Labs – Week of Oct 12**
- Seed Quality and Grain Grading – Week of Oct 19
- Fertilizer Rates and their Application Methods – Week of Oct 26
- Equipment Calibration and Chemical Safety – Week of Nov 2
- **Fall Term Break – Week of Nov 9**
- Oilseeds: Oil and Crop Staging – Week of Nov 16
- FINAL LAB EXAM – Week of Nov 23

## 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 23 <sup>rd</sup> , 2020
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
Participation	5%	Weekly
Lab Assignments	10%	Weekly
Lab Final exam	15%	Week of November 25

**\*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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## Class Participation Rubric

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Class participation will be evaluated using the online lab sessions. Students are required to join and participate in the labs during the appropriate time slot. Attendance will be taken, and several multiple-choice polling questions must be answered (not graded) via Webex. Equal weight will be given to each lab session. This equates to 0.714% of the final grade for each lab session.

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## Referencing Style

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All references cited for class and laboratory assignments should be in alphabetical order according to the senior (first) author's surname. The following is the standard method for citing references to the appropriate journal or book referred to in the body of your Discussion. You are encouraged to use a reference management software like Mendeley or EndNote.

**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 Grading Times

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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 20<sup>th</sup> 2020. By this time, you will have over 35% of your grade to base your withdrawal decision on.**

## 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.

## Learner Support

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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:

#### Writing and Learning Support

The Academic Learning Centre (ALC) offers writing and learning supports to help you throughout your academic program. These supports are offered online during the Covid-19 pandemic.

Make an appointment with an ALC 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. The ALC also has an English as an Additional Language (EAL) specialist available to work with students on improving their English-language academic writing skills.

Consult an ALC learning specialist or attend an academic skills workshop to improve your time management, learning strategies and test-taking strategies. Get support in select courses by making an appointment with an ALC content tutor. The ALC also offers peer-facilitated study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In SI study groups, students ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.

In addition to one-to-one and group sessions, you can also find writing and study tip sheets and videos on the ALC website.

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/> Contact the Academic Learning Centre by calling 204-480-1481 or emailing [academic\\_learning@umanitoba.ca](mailto:academic_learning@umanitoba.ca). Bannatyne students can contact the Bannatyne Student Services office at 204-272-3190.

#### University of Manitoba Libraries (UML)

Research begins at [UM Libraries](#). [Learn at the Libraries](#) is a great place to start, with information for students on academic writing, how to search the library, evaluating resources, and writing citations. 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 locating appropriate resources or managing citations, 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 online. When working remotely, students can also receive help online through [Ask Us!](#) chat. For further detail about the libraries' services and collections, [visit the Libraries' web site](#). Regularly check our [COVID-19 Update](#) page for available library services and access to resources for Fall 2020

**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 UMSU University Centre or S211 Medical Services Building  
(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.

<http://umanitoba.ca/student/case-manager/index.html>

520 UMSU University Centre  
(204) 474-7423 (Student Support Intake Assistant)

#### **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. Note that due to fire displacement, UHS is unable to provide in-person medical care on the Fort Garry Campus until October, 2020.

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

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

#### **Health and Wellness**

Contact our Health and Wellness Educator if you are seeking information on health topics, including physical and mental health concerns, alcohol and substance use harms, or sexual violence. You can also access peer support from a *Healthy U* peer health educator.

*Health and Wellness Educator*

<https://umanitoba.ca/student/health-wellness/welcome-about.html>

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

469 UMSU University Centre  
(204) 295-9032

#### **Sexual Violence Resource Centre**

Contact SVRC if you have experienced sexual violence or are seeking information about how to help somebody else. SVRC provides inclusive, survivor-centred, trauma-informed services, such as consultation, referrals, safety planning, and a range of on-site supports, including counselling by Clinic.

*Sexual Violence Resource Centre*

<https://umanitoba.ca/student-supports/sexual-violence-support-and-education>  
[svrc@umanitoba.ca](mailto:svrc@umanitoba.ca)

537 UMSU University Centre

(204) 474-6562 (Sexual Violence Intake and Triage Specialist)

### **Student Services at Bannatyne Campus**

Contact SS@BC to access a full range of resources and supports for learners at the Rady Faculty of Health Sciences. Services are provided through a one-stop hub that includes a range of supports for personal and academic success, including counselling, mental health consultation, and spiritual care.

*Student Services at Bannatyne Campus*

<https://umanitoba.ca/student-supports/student-services-bannatyne-campus>  
[bcss@umanitoba.ca](mailto:bcss@umanitoba.ca)

**S211 Medical Services Building**

**(204) 272-3190 (Intake and Triage Specialist)**

**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\\_discipline.html](http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.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/admin/governance/governing\\_documents/community/235.html](https://umanitoba.ca/admin/governance/governing_documents/community/235.html)

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)