

Syllabus

ABIZ 0470: Financial Management 2
(Winter 2024)

The University of Manitoba campuses are located on original lands of the Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation

Faculty of Agricultural and Food Sciences



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COURSE DETAILS

Course Title & Number: Financial Management 2: ABIZ 0470

Number of Credit Hours: 4

Course Delivery: *Lecture:*
Tuesday/Thursday 8:30 – 9:45AM
Room 130 Agriculture

Lab:
B01 Thursday 11:30 – 12:45PM
B02 Thursday 1:00 – 2:15PM
Room 133 Frank Kennedy Centre

This class may pivot to online asynchronous (pre-recorded) delivery extraordinary circumstances such as snowstorms that bring poor commuting conditions, or in the event the instructor(s) become sick. It is important that students check their email frequently in order to assess communications regarding last minute switches to virtual delivery throughout the semester.

Pre-Requisites: Minimum letter grade of 'C' in ABIZ 0460 Financial Management 1

Instructor Contact Information

Instructor(s) Name: Bailey Delf

Preferred Form of Address: Bailey

Email: bailey.delf@umanitoba.ca

All email communication must conform to the [Communicating with Students](#) university policy. It must come from a university email. Emails from personal accounts will not get a response.

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

Emails must remain professional and should respect the instructor's time.

Office Hours or Availability: Preferred method is email communication for short questions as well as for booking an appointment ahead of time.

I will typically hold set office hours weekly every Tuesday + Thursday at 10:00 am in Room 236 Agricultural Building*. Students can book an appointment for this via email. A meeting outside of these office hours can be made by emailing me to set up an appointment. A meeting on Microsoft Teams outside of office hours may also be available.

Lab Instructor Name(s): Taylor Carlson
Taylor.Carlson@umanitoba.ca

Riley Buchanan
Riley.Buchanan@umanitoba.ca

COURSE DESCRIPTION

U of M Course Calendar Description

Analysis of financial statements and financial information by decision makers managing the finances of farms and agricultural businesses

Course Overview

This course will familiarize students with key concepts and tools required to manage a successful farm business. This course will provide students with the skills required to evaluate a business given basic financial information.

Course Goals

Upon completion of the course, the students should be able to:

1. Understand cash and accrual financial statements
2. Describe how coordinated financial statements work
3. Understand Statements of Net Worth and Balance Sheets
4. Recognize and understand the key figures on a Balance Sheet, Income Statement, and Statement of Cash Flow
5. Understand the importance of Liquidity, Solvency, Profitability and Financial Efficiency
6. Understand and calculate key ratios and indicators
7. Understand financial management concepts including:
 - a. Projections and forecasts
 - b. Enterprise and sensitivity analysis
 - c. Partial budgets
 - d. Capital budgets
 - e. Sustainable growth
 - f. Restructuring

- g. Financial targets and investment guidelines
- h. Risk management
- i. Managing liquidity

These learning outcomes include:

1. Students will develop skills to assess and analyze financial statements.
2. Students will be able to effectively communicate their goals and financial situation to lenders.
3. Students will develop skills to organize financial information.
4. Students will develop critical thinking skills when analyzing different financial scenarios

COURSE MATERIALS AND TECHNOLOGY

Textbook, Readings, Materials

Materials Required:

- *Microsoft Excel <http://www.umanitoba.ca/computing/ist/email2397.html> (use of other programs such as Numbers, OpenOffice, GoogleDocs, etc. will not be graded)
- Laptop – all assignments and quizzes will be done electronically through UM Learn
- iClicker App – Required for class attendance

Textbook(s) – Authors, Titles, Edition: None

Supplementary Reading: Kay, Ronald D. and William M. Edwards, Patricia A. Duffy, Farm Management, 8th Edition, Toronto: McGraw – Hill Higher Education, 2014.

Libby, Financial Accounting (Canadian Edition), 7th Edition: McGraw-Hill Ryerson Ltd, 2020

Beechy, Intermediate Accounting Vol 1 Updated Ed, 7th Edition, McGraw-Hill Ryerson Ltd, 2019

Course Technology

- **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 assignments. Please ensure that you are familiar with all functions of this platform. Tutorials on how to use UM Learn are located on its homepage.
- **Microsoft Teams** – For meetings with your instructor outside of regular office hours, please set-up a Teams meeting via email

Note: It is your responsibility to communicate with your instructors well in advance of tests/exams/assignment due dates, of any ongoing technology issues, OR immediately once an issue arises that *may* impact your ability to complete course work

EXPECTATIONS AND POLICIES

I EXPECT YOU TO:

Students are expected to:

- Seek clarification from Instructors if required, regarding the contents of this course outline
- Regularly attend lectures and formulate questions during class discussions
- Participate in all lab sessions
- Seek help/clarification on any concepts that you don't understand
- Regularly access UM Learn site for course information, due dates, news items, grades, etc.
- Regularly check their University of Manitoba e-mail account daily to access course information.
- To reply and create new emails with UM email addresses only (http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html.)
- Actively participate in all lab and group work
- I expect you to follow these policies around Academic Integrity (see below)
- To make yourself aware of Student Accessibility Services and what they do (see below)

Attendance at Scheduled classes

Attendance at the interactive classes is crucial for students to understand the assignments that build upon each other throughout the term. Students who have **four or more unexcused absences** for the scheduled classes will receive a **grade of F** in the course. Attendance will be monitored using i-clicker data.

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

Please note that all communication between the instructor 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). You are required to obtain and use your U of M email account for all communication between yourself and the university.

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

Recorded Lectures Policy:

Various pre-recordings and/or lecture recordings may be used for this course in the event of a storm or illness. These, along with all other course content are to be used only for the students' private study and to help complete assignments and must not be shared. Violation of these and other Academic Integrity principles, will lead to serious disciplinary action. The instructor will leave time at the end of each session for 'off-the record', non-recorded conversations and questions. Thank you.

EXPECTATIONS:**YOU CAN EXPECT ME TO:**

- Be sufficiently available for communication for any questions you have after class, in my office, via email and Microsoft Teams
- 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 maintain organization and structure within the UM Learn platform
- To match your time and effort put into succeeding in this course
- To provide a safe and welcoming learning space for all members of the class
- Maintain the integrity of this course and program by checking and reporting any academic integrity concerns

Safe and Respectful Learning Environment

- Conduct yourself in a professional and respectful manner in classes and labs, instructor/student meetings, etc., and be good ambassadors of the Ag Diploma program with industry, virtual/in-person tours, or guest lectures
- Any blatant or targeted disrespect towards anyone inside or outside of this class won't be tolerated

COURSE 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 ROASS](#).

Jan 8	First day of Agriculture Diploma Classes
Jan 19	Last day to drop courses without penalty
Jan 25	Last day to add courses
Jan 18, 22-24	Experiential Learning
Feb 19-23	Winter Term Break
Mar 18	Voluntary Withdrawal (VW) Deadline
Apr 5	Last Day of Agriculture Diploma Classes
Apr 8-17	Examination Period

Week	Date	Day	Type	Topic	Assignment	Due Date	Weight	
1	Jan 9	T	Lecture	Intro + Syllabus				
	Jan 11	R	Lecture	Financial Management Review				
	Jan 11	R	Lab	No Lab				
2	Jan 16	T	Lecture	Financial Pres - #1				
	Jan 18	R	No Classes – Experiential Learning Week					
	Jan 18	R	No Lab					
	Jan 23	T	No Classes – Experiential Learning Week					
	Jan 25	R	Lecture	Accounting Principals				
	Jan 25	R	Lab	1 – Accounting Principals	Lab 1	Jan 29	5	
3	Jan 30	T	Lecture	Financial Pres - #2				
	Feb 1	R	Lecture	2 - Historical Financial Statement				
	Feb 1	R	Lab	2 - Historical Financial Statements	Lab 2	Feb 5	5	
4	Feb 6	T	Lecture	Financial Pres - #3				
	Feb 8	R	Lecture	Projected Financial Statements				
	Feb 8	R	Lab	3 – Projected Financial Statements	Lab 3	Feb 12	5	
5	Feb 13	T	Lecture	Financial Pres - #4				
	Feb 15	R	Lecture	Ratios				
	Feb 15	R	Lab	4 – Ratios 1	Lab 4	Feb 26	5	
	Feb 20	T	No Classes – Break Week					
	Feb 22	R	No Classes – Break Week					
	Feb 22	R	No Classes – Break Week					
6	Feb 27	T	Lecture	Financial Pres - #5				
	Feb 29	R	Lecture	Ratios				
	Feb 29	R	Lab	5 – Ratios 2	Lab 5	March 4	5	
7	March 5	T	Lecture	Managing Liquidity				
	March 7	R	Lecture	Debt Restructuring (FCC)				
	March 7	R	Lab	6 – Liquidity/Restructuring	Lab 6	March 11	5	
8	March 12	T	Lecture	Capital Planning/FP #6				
	March 14	R	Lecture	Capital Planning – AD Guest lecture				
	March 14	R	Lab	7 – Capital Planning	Lab 7	March 18	5	
9	March 19	T	Lecture	Capital Budgeting				
	March 21	R	Lecture	<u>Financial Pres Final Group Prep</u>				
	March 21	R	Lab	8 – Capital Budgeting	Lab 8	March 25	5	
10	March 26	T	Lecture	Financial Management Tech				
	March 28	R	Lecture	*Presentations*				
	March 28	R	Lab	9 – Technological Tools	Lab 9	April 1	5	
11	April 2	T	Lecture	*Presentations*				
	April 4	R	Lecture	*Presentations*				

Voluntary Withdrawal

The last day to drop the class and receive 100% refund is Jan 19, 2024 and the last day to withdraw with no refund is Mar 18, 2024. Students who did not drop the course by the deadline would be assigned a final grade. Withdrawal courses will be recorded on official transcript. Refer to the [Registrar's Office](#) web page for more information. Please see me prior to the deadlines if further discussion is required.

Lab Expectations

The lab will be split into 2 cohorts and will take place on Thursdays and will be due the following Monday. B01 at 11:30-12:45 pm and B02 from 1-2:15 pm. Microsoft Excel will be used to complete all labs. Lab due dates are firm. The assignment folder on UM Learn for each lab will close at 11:59 PM on the due date, any assignments that are not in the folder before then or are in an unreadable/unopenable format will be given a grade of zero. All assignment files must be saved and submitted as "lastname_firstname_lab#" For example, Delf_Bailey_Lab1. If the file is not saved as indicated, it cannot be guaranteed to be graded in a timely manner. If extra-ordinary circumstances arise such as family, illness, etc., an exception will be considered with proper documentation. After you submit your lab, always double check: 1) your assignment made it into the folder successfully by checking your UM email for a submission confirmation. 2) your assignment is in the correct file type and is openable by viewing and opening the submission yourself after submission.

Lab Schedule

Lab	Lab Date	Lab Name	Due Date
1	Jan 25	Accounting Principles	Jan 29
2	Feb 1	Historical Financial Statements	Feb 5
3	Feb 8	Projected Financial Statements	Feb 12
4	Feb 15	Ratios	Feb 26
5	Feb 29	Ratios	Mar 4
6	March 7	Managing Liquidity/Debt Restructuring	Mar 11
7	March 14	Capital Planning	Mar 18
8	March 21	Capital Budget	Mar 25
9	March 28	FCC Ag Expert	Apr 1

Course Assessment

Labs	45%	
Weekly Quizzes	15%	Thursday - Monday
Financial Presentations	40%	

Grading

Letter Grade	Grade Point Value	Mark Range	
A+	4.5	≥95	Exceptional
A	4.0	≥90 <95	Excellent
B+	3.5	≥85 <90	Very Good
B	3.0	≥80 <85	Good
C+	2.5	≥70 <80	Satisfactory
C	2.0	≥60 <70	Adequate – Required for DAGR 0490
D	1.0	≥50 <60	Marginal
F	0	<50	Failure

The grade of “D” is regarded as marginal in most courses by all faculties and schools. It contributes to decreasing a term, degree or cumulative Grade Point Average to less than 2.0.

If you feel that the mark that you have received on any assignment is incorrect, please contact the instructor as soon as possible.

Referencing Style

There is no specific type of referencing required for this course but **referencing is required** any time information is sourced for an assignment including from a farm manager, student, magazine, internet webpage, etc. This should be included at the end of each assignment as a ‘works cited’. There will be a works cited component at the end of each assignment to include sources.

Assignment Feedback

Lab Assignments: Lab assignments will be completed on Microsoft Excel and submitted via UM Learn. Feedback will be provided directly in the ‘evaluation’ area of each students UM Learn assignment submission. It will be a summary chart indicating which questions students answered correctly and which were answered incorrectly. Labs will be marked within 2 weeks of the deadline, subject to grader/marker availability, and before the nearest midterm.

Assignment Extension and Late Submission Policy

Assignments that are late will be given a grade of **zero**. Assignments submitted that are not formatted correctly and can not be opened/accessed by Instructor will be given a grade of **zero**.

Exceptions of this would include family, health, or other extraordinary circumstances with supporting documentation (e.g., doctors note or similar).

Non-medical Extensions may be granted if students communicate in advance with their Instructor and provide supporting documentation to warrant an extension. When no extension is granted, late assignments will be assigned a grade of zero.

When submitting anything to UM Learn, always make sure you are selecting the correct file and double check to make sure you've received a 'submission confirmation' email from UM LEARN to ensure it made it into the assignment folder.

Academic Integrity

Each student in this course is expected to compete their coursework and programs of study with integrity by making a commitment to the six fundamental values of honesty, trust, fairness, respect, responsibility, and courage. <http://umanitoba.ca/student-supports/academic-supports/academic-integrity>

Academic integrity looks like referencing the work of others that you have used and completing your assignments independently unless otherwise specified

If you are encouraged to work in a team, ensure that your project is completed with integrity. You must also do your own work during exams. Plagiarism, duplicate submission, cheating on quizzes, tests, and exams, inappropriate collaboration, academic fraud, and personation are in violation of the Student Discipline Bylaw and will lead to the serious [disciplinary action](#). Visit the [Academic Calendar](#), [Student Advocacy](#), and [Academic Integrity](#) web pages for more information and support.

Refer to specific course requirements for academic integrity for individual and group work such as:

- I. Group projects are subject to the rules of academic dishonesty;
- II. Group members must ensure that a group project adheres to the principles of academic integrity;
- III. Students should also be made aware of any specific instructions concerning study groups and individual assignments;
- IV. The limits of collaboration on assignments should be defined as explicitly as possible;
- V. All work should be completed independently unless otherwise specified;
- VI. Sharing of notes and other materials, such as assignment and exam questions that were provided by the instructor is prohibited, unless otherwise stated. This means that you are not allowed to upload the instructor's intellectual property to a note-sharing or tutoring website without explicit permission.

UM Policies

As a student at 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 University of Manitoba (UM) website's [Governing Documents](https://umanitoba.ca/governance/governing-documents) (<https://umanitoba.ca/governance/governing-documents>) is one important source of information, in particular the Academic and Students sections. The Student Advocacy office can also help you understand policies and procedures; find their information in the UM Learner Supports section below.

Academic Calendar

The [Academic Calendar](https://umanitoba.ca/registrar/academic-calendar) (<https://umanitoba.ca/registrar/academic-calendar>) is the University's official publication containing course descriptions, program and graduation requirements, as well as UM and faculty/school-specific rules, regulations and policies. In particular, familiarize yourself with the sections *University Policies and Procedures* and *General Academic Regulations*.

Academic Integrity

In addition to reviewing your instructor's academic integrity policy listed in their syllabus, you are expected to view the *General Academic Regulation* section within the [Academic Calendar](https://umanitoba.ca/registrar/academic-calendar) (<https://umanitoba.ca/registrar/academic-calendar>) and specifically read the regulation pertaining to Academic Integrity. Ask your instructor for additional information about demonstrating academic integrity in your academic work, and consult the following UM resources for more information and support:

- [Academic Integrity](https://umanitoba.ca/student-supports/academic-supports/academic-integrity) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity>)
 - [Student Resources](https://umanitoba.ca/student-supports/academic-supports/academic-integrity#resources-to-conduct-academic-work-with-integrity) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity#resources-to-conduct-academic-work-with-integrity>)
 - [Academic Misconduct and How to Avoid It](https://umanitoba.ca/student-supports/academic-supports/academic-integrity#academic-misconduct-and-how-to-avoid-it) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity#academic-misconduct-and-how-to-avoid-it>)
- [Student Advocacy Office](https://umanitoba.ca/student-supports/academic-supports/student-advocacy) (<https://umanitoba.ca/student-supports/academic-supports/student-advocacy>)

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](https://umanitoba.ca/copyright/) (<https://umanitoba.ca/copyright/>) provides copyright resources and support for all members of the University of Manitoba community.

Grade Appeals

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](https://umanitoba.ca/registrar/grades/appeal-grade) (https://umanitoba.ca/registrar/grades/appeal-grade) for more information including appeal deadline dates and the appeal form.

Intellectual Property

For information about rights and responsibilities regarding intellectual property view the [Intellectual Property Policy](https://umanitoba.ca/governance/governing-documents/governing-documents-university-community#intellectual-property) (https://umanitoba.ca/governance/governing-documents/governing-documents-university-community#intellectual-property)

Program-Specific Regulations

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](https://umanitoba.ca/academics) website (https://umanitoba.ca/academics).

Respectful Work and Learning Environment

The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected to conduct yourself in an appropriate and respectful manner. Policies governing UM community behaviour include:

- [Respectful Work and Learning Environment](https://umanitoba.ca/about-um/respectful-work-and-learning-environment-policy) (https://umanitoba.ca/about-um/respectful-work-and-learning-environment-policy)
- [Student Discipline](https://umanitoba.ca/governance/governing-documents-students#student-discipline) (https://umanitoba.ca/governance/governing-documents-students#student-discipline)
- [Violent or Threatening Behaviour](https://umanitoba.ca/governance/governing-documents-students#violent-or-threatening-behaviour) (https://umanitoba.ca/governance/governing-documents-students#violent-or-threatening-behaviour)

The UM website, [Engaging in Respectful Conduct](https://umanitoba.ca/student-supports/respectful-conduct) (https://umanitoba.ca/student-supports/respectful-conduct), includes more details about expectations for behaviours related to university activities.

Sexual Violence Policies

The UM has several policies and procedures that deal with the rights and responsibilities of the University community with regards to all forms of sexual violence. For a comprehensive list of policies and associated resources, visit the [Sexual Violence Resource Centre's information page](https://umanitoba.ca/student-supports/sexual-violence-support-and-education/sexual-violence-get-informed) (https://umanitoba.ca/student-supports/sexual-violence-support-and-education/sexual-violence-get-informed). Please note that there are many supports available in addition to these policy documents (see UM Learner Supports).

Voluntary Withdrawal

Voluntary withdrawal (VW) is a way for students to leave a class without academic penalty once the Registration Revision Period has ended. If you opt to voluntarily withdraw from a course, you will not be eligible for a refund and, if applicable, will still be required to pay any outstanding tuition fees for the course. On your transcript, the course you have withdrawn from will be listed; however, “VW” will appear in lieu of a grade. If you do not drop a course before the VW deadline, you will receive a final grade in the course on your transcript.

Please note that there are separate deadlines for dropping a course early in a term during the Registration Revision Period. Dropping a course means you are removing that course from your schedule, will not be charged tuition fees for that course, and the course will not appear on your transcript.

The Registrar’s Office website, [Withdraw from a Course](https://umanitoba.ca/registrar/withdraw-course) (<https://umanitoba.ca/registrar/withdraw-course>), includes more information on the different ways in which you can withdraw from a course and important dates and deadlines to do so.

UM Learner Supports

Below you will find a select list of important supports for learners at the UM, both academic supports and otherwise. For a complete listing of all learner supports at the University of Manitoba, visit the [Student Supports website](https://umanitoba.ca/student-supports) (<https://umanitoba.ca/student-supports>).

Academic Advising

Contact an [Academic Advisor](https://umanitoba.ca/student-supports/academic-supports/academic-advising) (<https://umanitoba.ca/student-supports/academic-supports/academic-advising>) for support with degree planning and questions about your academic program and regulations.

Academic Learning Centre (ALC)

The [Academic Learning Centre](https://umanitoba.ca/student-supports/academic-supports/academic-learning) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning>) offers one-to-one tutoring, groups study sessions and workshops, as well as video and tip-sheet resources to help you throughout your academic program. All Academic Learning Centre programming, supports, and services are free for UM students.

Make an appointment for [free one-to-one tutoring](https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study#individual-tutoring) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study#individual-tutoring>). **Content tutors** (over 90 UM courses) can help you understand concepts and learn problem-solving strategies. **Study skills tutors** can help you improve your skills such as time management and goal setting, reading and note-taking, as well as learning and test-taking strategies. **Writing tutors** can give you feedback on your academic writing, whether you are just getting started on a written assignment or already have a draft. **English as an Additional Language** specialist, Antoanela Denchuk, is available for one-to-one tutoring to help you improve your English-language academic writing skills. Use the drop-down menu, read the tutor biographies, and

make an appointment for tutoring on the [Academic Learning Centre schedule](https://manitoba.mywconline.com/) (<https://manitoba.mywconline.com/>).

Attend [Supplemental Instruction \(SI\)](https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study>) sessions in historically difficult courses (including Chemistry, Engineering, and Computer Science). These free weekly review sessions are facilitated by a peer mentor who has previously taken the course and provide an opportunity to discuss course content, ask questions, compare notes, solve practice problems, and develop study strategies. See online for a list of SI courses and meeting times.

Register for an [Academic Success Workshop](https://umanitoba.ca/student-supports/academic-supports/academic-learning/academic-success-workshops) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/academic-success-workshops>), where you can learn strategies to improve your writing and studying. More information on topics, dates, and registration, are found online.

Register for [Faculty of Graduate Studies Grad Steps Workshops](https://umanitoba.ca/graduate-studies/student-experience/graduate-student-workshops) (<https://umanitoba.ca/graduate-studies/student-experience/graduate-student-workshops>). These workshops are specifically designed for students working towards **Master's degrees or PhDs**. More information on topics, dates, and registration can be found online.

Access the Academic Learning Centre's collection of [videos and tip sheets](https://umanitoba.ca/student-supports/academic-supports/academic-learning#tip-sheets-for-writing-and-study-skills) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning#tip-sheets-for-writing-and-study-skills>) to help you with many of the academic tasks you'll encounter in university.

Contact the Academic Learning Centre by calling 204-480-1481 or emailing academic_learning@umanitoba.ca. Bannatyne students can contact the Bannatyne Student Services office at 204-272-3190.

Basic Needs

It can be difficult to learn and succeed in courses when you are struggling to meet your or your family's basic needs. Several UM and community resources are listed below if you would benefit from support with regards to housing, food, finances, and/or childcare:

- *Housing*
 - [UM Housing](https://umanitoba.ca/housing) (<https://umanitoba.ca/housing>)
 - [Winnipeg Rental Network](https://www.winnipegrentnet.ca/) (<https://www.winnipegrentnet.ca/>)
 - [Manitoba Residential Tenancies Branch](https://www.gov.mb.ca/cca/rtb/) (<https://www.gov.mb.ca/cca/rtb/>)
 - [HOPE End Homelessness Winnipeg Services & Supports](https://umanitoba.ca/housing) (<https://umanitoba.ca/housing>)
- *Food*
 - [U of M Food Bank](https://umanitoba.ca/financial-aid-and-awards/u-m-food-bank) (<https://umanitoba.ca/financial-aid-and-awards/u-m-food-bank>)
 - [Food Matters Manitoba](https://foodmattersmanitoba.ca/find-emergency-food-in-winnipeg/) (<https://foodmattersmanitoba.ca/find-emergency-food-in-winnipeg/>)
- *Finances*

- [UM Financial Aid and Awards](https://umanitoba.ca/financial-aid-and-awards) (https://umanitoba.ca/financial-aid-and-awards)
- [Manitoba Student Aid](https://www.edu.gov.mb.ca/msa/) (https://www.edu.gov.mb.ca/msa/)
- *Child Care*
 - [UM Child Care](https://umanitoba.ca/about-um/child-care) (https://umanitoba.ca/about-um/child-care)
 - [Manitoba Child Care Subsidy](https://bit.ly/3yG3ijy) (https://bit.ly/3yG3ijy)
 - [Manitoba Child Care Association](https://mccahouse.org/looking-for-child-care/) (https://mccahouse.org/looking-for-child-care/)

English Language Centre

The [English Language Centre \(ELC\)](https://umanitoba.ca/english-language-centre) (https://umanitoba.ca/english-language-centre) provides courses, tests, accommodations and individual support to students whose first language is not English in order to support academic success and participation in the University of Manitoba community.

Health and Wellness

Physical, mental, emotional, and spiritual health and wellness play a critical role in student success. See all of UM's resource on their [Health and Wellness](https://umanitoba.ca/student-supports/student-health-and-wellness) (https://umanitoba.ca/student-supports/student-health-and-wellness) website, and make note of several specific UM and community supports listed below.

Winnipeg Urgent Physical and Mental Health Care

If you are an adult experiencing a mental health or psychosocial crisis, contact the [Klinik Community Health](https://klinik.mb.ca/crisis-support/) (https://klinik.mb.ca/crisis-support/) 24/7 crisis line at 204-786-8686, visit the [Crisis Response Centre](https://sharedhealthmb.ca/services/mental-health/crisis-response-centre/) (https://sharedhealthmb.ca/services/mental-health/crisis-response-centre/) located at 817 Bannatyne Avenue, or contact the Mobile Crisis Service at 204-940-1781.

To speak with a nurse for guidance on what health-care path to take for the issue you are facing or for general information about health resources available in Manitoba, contact [Health Links](https://misericordia.mb.ca/programs/phcc/health-links-info-sante/) (https://misericordia.mb.ca/programs/phcc/health-links-info-sante/) at 1-888-315-9257 (toll free).

If you need urgent medical care, visit the Winnipeg Regional Health Authority's [Emergency Department & Urgent Care Wait Times](https://wrha.mb.ca/wait-times/) webpage (https://wrha.mb.ca/wait-times/) for a list of locations and current wait times.

Student Counselling Centre (SCC)

The [Student Counselling Centre](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc) provides free counselling and mental health support to UM, English Language Centre, and International College of Manitoba (ICM) students. We are open year-round, Monday through Friday from 8:30 am to 4:30 pm. Our commitment is to offer a support service to every student who contacts us.

Visit the SCC's [For Urgent Help](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) webpage or the urgent care resources listed above if you require immediate support.

Visit the SCC's [Our Services](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) webpage for more information on accessing a variety of services including individual counselling, counselling workshops and groups, support resources, and learning disability assessment services.

The SCC is located is located at 474 UMSU University Centre (Fort Garry Campus).

Health and Wellness Office

Students often juggle multiple demands, and we recognize that it can be difficult to find balance. For any changes you want to make to your health and wellness, the Health and Wellness Office at the University of Manitoba would like to support you in your journey. We are here to help you take control of your own health and make your own decisions. We are a judgment-free space and we avoid labels whenever possible. For more information, please visit the [Health and Wellness Office](https://umanitoba.ca/student-supports/health-wellness) (https://umanitoba.ca/student-supports/health-wellness) website.

Spiritual Care and Multifaith Centre

Spiritual care services are available to all, whether you identify as spiritual, atheist, religious or agnostic. [Spiritual Services](https://umanitoba.ca/student-supports/spiritual-services) (https://umanitoba.ca/student-supports/spiritual-services) also offer specific denominational support for certain religious groups and by Indigenous Elders-in-Residence.

Student Support Case Management (SSCM)

Contact the [Student Support Case Management team](https://umanitoba.ca/student-supports/academic-supports/student-advocacy/case-management) (https://umanitoba.ca/student-supports/academic-supports/student-advocacy/case-management) 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.

University Health Service (UHS)

The [University Health Service](https://umanitoba.ca/student-supports/health-wellness/university-health-service) (https://umanitoba.ca/student-supports/health-wellness/university-health-service) offers a full range of medical services to students, including psychiatric consultation, via two health clinics:

- Fort Garry Campus: (204) 474-8411, ACW-Lot temporary trailer (behind the Isbister building)
- Bannatyne Campus: (204) 474-8411, P309 – Pathology Building

Student Services at Bannatyne Campus

Student Services at Bannatyne Campus (SSBC) offers a full range of mental health supports to students and residents in the Rady Faculty of Health Sciences, along with other academic and personal supports. Visit the [SSBC website](https://umanitoba.ca/student-supports/student-services-bannatyne-campus) (https://umanitoba.ca/student-supports/student-services-bannatyne-campus) for a list of services available.

Indigenous Students

Staff, faculty and Elders are well-equipped to ensure your university experience is as beneficial, accessible, and successful as possible. Visit the Indigenous [Student Experience](https://umanitoba.ca/indigenous/student-experience) (https://umanitoba.ca/indigenous/student-experience) website for more information on the supports and services available.

International Students

The transition to a new country and a new academic system can be both exciting and overwhelming. The International Centre (IC) is here to help you settle into life at University of Manitoba. Visit the [International Students](https://umanitoba.ca/current-students/international) website (https://umanitoba.ca/current-students/international) for more information.

Sexual Violence Support and Education

Sexual violence affects people of all ages, sexual orientations, genders, gender identities, abilities and relationship statuses. At the U of M, we are committed to ensuring a respectful work and learning environment for all. We want to build a safe and inclusive campus community where survivors of sexual violence know they can receive the supports they need to succeed, both academically and personally.

The [Sexual Violence Resource Centre](https://umanitoba.ca/sexual-violence) (https://umanitoba.ca/sexual-violence), located at 537 UMSU University Centre (Fort Garry campus) provides support, resources, information and referral services for any student, faculty or staff member who has been affected by sexual violence.

Student Accessibility Services (SAS)

The University of Manitoba is committed to providing an accessible academic community. [Student Accessibility Services](https://umanitoba.ca/student-supports/accessibility) (https://umanitoba.ca/student-supports/accessibility) 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 health, learning, medical, hearing, injury-related, visual) are invited to contact SAS

to arrange a confidential consultation. SAS is located at 520 University Centre (Fort Garry Campus).

Student Advocacy

[Student Advocacy](https://umanitoba.ca/student-supports/academic-supports/student-advocacy) (<https://umanitoba.ca/student-supports/academic-supports/student-advocacy>) is a safe place for students. We help you navigate university processes and advocate for your rights as a student at UM. If anything in your personal or academic life is affecting your studies, contact our confidential intake assistant by phone (204-474-7423) or email (stadv@umanitoba.ca).

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](http://bit.ly/WcEbA1) (<http://bit.ly/WcEbA1>) can be found by subject.

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 [UM Libraries and Departments](https://libguides.lib.umanitoba.ca/c.php?g=298526) (<https://libguides.lib.umanitoba.ca/c.php?g=298526>) webpage. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the [University of Manitoba Libraries' homepage](https://umanitoba.ca/libraries/) (<https://umanitoba.ca/libraries/>)