

Syllabus

DAGR 0410: Skills for Agricultural Communication and
Decision Making
(Fall 2023)

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COURSE DETAILS

Course Title & Number: Skills for Agricultural Communication and Decision Making
(DAGR 0410)

Number of Credit Hours 4 credit hours

Pre-Requisites:

Instructor Contact Information

Instructor(s) Name & Preferred Form of Address: Lead: Kathleen Wilson
Lab: Taylor Carlson & Philip Fenez

Office Hours or Availability: Available to students on an appointment basis

Office Phone No. ---

Email: Please email:
Kathleen.wilson@umanitoba.ca
Philip.fenez@umanitoba.ca
Taylor.carlson@umanitoba.ca
Include your course name and code in your email (DAGR A01) so we know your class and specific outlines.

Contact: Please contact me via email any time. I will do my best to respond within 24 hours. Should you not hear from me after 3 days, do not hesitate to contact me again requesting follow up.

COURSE DESCRIPTION

U of M Course Calendar Description

DAGR 0410 Skills for Agricultural Communication and Decision-Making Cr. Hrs. 4

(Lab required) A course designed to improve critical thinking and abilities in written and oral communication to support student success in their academic careers and as community members.

Course Goals

This course has three goals:

- To build student confidence in communication by practicing and developing new skills
- To help students develop the ability to match communication tools with various audiences, messages, and goals.
- To learn and use various decision-making tools/strategies when making decisions

Course Learning Objectives

Upon completion of this course, you should be able to:

- Use social media as a form of education and advocacy
- Assess agricultural and food system advocacy messages
- Compose effective written communication messages
- Evaluate how to develop and deliver messages to the community
- Implement strong verbal communication skills when involved with active learning in class, during labs and team building activities
- Experiment with taking on different perspectives to further develop critical thinking skills
- Apply critical thinking skills to determine the validity of information and ideas

COURSE MATERIALS AND TECHNOLOGY

There is no assigned textbook for this course.

All course information, assignments and readings will be provided to students in class or through UM Learn.

On-line course information - Course information is available for students to access through UM Learn.

To access the UM Learn site, please follow along with the following steps:

- 1) Using the web browsers Google Chrome or Firefox, please go to the UM Learn log in page- <https://universityofmanitoba.desire2learn.com/d2l/login>
- 2) Use the same information to access your student web-mail account for your log in user name and password
- 3) Locate the name of this course DAGR-0410 which will be find under the waffle icon on the top right of the page - click on it to gain access to course content.
- 4) Locate the horizontal "Navigation Bar" and click on "Content" from the drop down menu to view course content.

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EXPECTATIONS AND POLICIES

I EXPECT YOU TO:

- View all lecture and lab material, and participate actively in learning activities
- Share your own experiences as they relate to the topic under discussion, ask questions for clarification, and challenge a practice or idea presented in class
- Regularly access DAGR 0410 K01 UM Learn site to access course information
- Regularly access University of Manitoba student e-mail to access course information
- Seek clarification from Instructors regarding the contents of this course outline if required
- Be aware of and comply with University of Manitoba Policies and Procedures
- Listen attentively and not disturb or distract others by talking, texting, or using other electronics for entertainment purposes. Students are expected to restrict their wireless computer or phone activity to subjects about the topics under discussion
- Use professional, clear communication when e-mailing instructors and classmates
- Serve as good ambassadors for the Agriculture Diploma program and the Agricultural Community
- Make arrangements to obtain information presented when extraordinary circumstances prevent attendance at classes
- Comply with University of Manitoba Policies and Procedures (eg. [Respectful Work and Learning Environment Policy](#).)

Attendance at Scheduled classes. Attendance at the interactive classes is crucial for students to understand the assignments that build upon each other to develop a comprehensive management plan. 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.

Attendance at all Experiential Learning Days is mandatory. Students who have conflicts with this can submit a request for an accommodation for an alternate learning experience. Written requests for accommodations will be considered by the course Instructor, Kathleen Wilson, and they will determine alternate experiential learning opportunities if the request is approved. Requests for accommodation must be emailed to Kathleen at least one week prior to any scheduled field trip. Students failing to attend any Experiential Learning Day or negotiate satisfactory accommodations with the Instructor will receive a **grade of F** in the course.

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 the academic team 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 University of Manitoba 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

Recording Synchronous Sessions/Online Lectures

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

EXPECTATIONS: YOU CAN EXPECT ME TO:

- Clearly explain what is necessary to succeed in this course
- Support students in meeting their individual learning goals
- Facilitate the development of students' communication skills, critical thinking skills and evidence-based decision-making abilities through the course and learning activities
- Provide opportunities for students to practice and develop their written and verbal communication skills in a safe environment, understanding that students are at various stages of skill development
- Connect with students to clarify course content or assist with learning activities outside of class hours
- Use all the tools at our disposal to help you succeed in this course and your program

COURSE SCHEDULE

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

Detailed course schedule/calendar can be found on UMLEARN under Course Content.

This class may pivot to online synchronous delivery (Microsoft Teams, Cisco Webex, or similar) under 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.

Date	Class Content & Teaching Strategies	Sync/Async Times and attendance
Sept 11 (2023)	All staff- meet to highlight guidelines for School of Agriculture	Lecture (M): 130 Agriculture 9:30-10:20am
Sept 13	Flipped Classroom EDI Video Read Introduction to writing submission	
Sept 15	Introduction to course and syllabus. Course overview	Lecture (F): 9:30-10:20am
Sept 18	Communication: Audience Context Medium (car story) <u>Lab 1: Analyzing Messages</u>	Labs (M): 1:30-2:45pm
Sept 20	Marshmallow Challenge Introduction	Flipped Class
Sept 22	Appropriate collaboration – Part I Academic dishonesty Marshmallow Challenge	Lecture (F): 9:30-10:20am
Sept 25	Working in Teams- Marshmallow challenge <u>Lab 2: Avengers</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm
Sept 27	Public Trust	Flipped Class
Sept 29	Public trust and Social Media Real dirt and public trust—want a speaker)	Lecture (F): 9:30-10:20am
Oct 2	Public Trust and Field Trip Social media <u>Lab 4: Public Trust</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm
Oct 4	Glenlea Research	Flipped Class

Oct 6	Prepping for the Field Trip- Jay	Lecture (F): 9:30-10:20am	
Oct 9	THANKSGIVING	Experiential learning Week	
Oct 10-13	Experiential learning week. Glenlea Field Trip		
Oct 16	Routine Correspondence <u>Lab 3: Professional Comm.</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm	
Oct 18	Presenting for Beginners and Introverts	Flipped Class	
Oct 20	Networking and Presentations- 4 H speaker	Lecture (F): 9:30-10:20am	
Oct 23	How to Give Presentations <u>Lab 5: Presenting Yourself Effectively</u>	Lecture (M/F): 9:30-10:20am Labs (M): 1:30-2:45pm	
Oct 25	Researching AG Organizations to Share Friday	Flipped Classroom	
Oct 27	Ag Organizations and Communication skills for leadership Manitoba Young Farmers or KAP	Lecture (F): 9:30-10:20am	
Oct 30	Communication Skills for Leadership (Sue) <u>Lab 6: Leadership</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm	
Nov 1	Leadership Videos (ted talk- Simon Sinuk and Difficult Conversation- Julia Dhar)	Flipped Classroom	Glenlea Assignment DUE
Nov 3	Difficult Conversation Group Work	Lecture (F): 9:30-10:20am	
Nov 6	Midterm Test Prep/Info <u>Lab 7- Difficult conversation</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm	
Nov 8	No assignment/prep for midterm		
Nov 10	Midterm Test	Midterm TEST- CLASS MANDATORY	
Nov 13-17	Fall Break		
Nov 20	Decision Making <u>Lab 8: Using Strategies</u>	Lecture (F/M): 9:30-10:20am Labs (M): 1:30-2:45pm	
Nov 22	Making Choices	Flipped Class	

Nov 24	Responding to False information	Lecture (F): 9:30-10:20am	
Nov 27	Presentations Lecture <u>Lab 5- Presentation</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm	
Nov 29	Presentation	Flipped Class	
Dec 1	Presentation Prep	Lecture (F): 9:30-10:20am	
Dec 4	Review and Presentations <u>Lab 9: Review and eval</u>	Lecture (M): 9:30-10:20am Labs (M): 1:30-2:45pm	Personal Eval DUE
Dec 6	Critical Feedback		Final Assign. DUE
Dec 8	Review and Presentation Overflow		

Voluntary Withdrawal

Last day to drop the class and receive a 100% refund is September 21

VW (Voluntary Withdrawal) **Deadline is November 21**

If you are unsure or have concerns about your grade, please contact your instructor who will discuss current standing and help identify strategies for improvement prior to the VW deadline. Please refer to the Registrar's Office web page for more information.

COURSE ASSESSMENT

	Value of Final Grade
Writing Assignment – Initial Technical Assessment	Pass/Fail*
Weekly Lab Exercises*	30%
Writing Assignment – Glenlea Field Trip Assignment	15%
Midterm Assignment/Quiz	15%
Final Assignment	20%

Class Participation in discussion and activities	20% - 10% weekly forum/flipped class material - 10% other
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*Students must obtain a minimum of 18/30 for the lab exercises to earn a passing grade in this course.

SUBMISSION GUIDELINES: Unless otherwise stated, all written assignments should be uploaded on UMLearn.

EVALUATION CRITERIA: Assignments will be graded using associated rubrics posted on UMLearn.

Grading

Letter Grade	Percentage out of 100	Grade Point Range	Final Grade Point
A+	95-100	4.25-4.5	4.5
A	90-94	3.75-4.24	4.0
B+	85-89	3.25-3.74	3.5
B	80-84	2.75-3.24	3.0
C+	75-79	2.25-2.74	2.5
C	70-74	2.0-2.24	2.0
D	60-69	Less than 2.0	1.0
F	Less than 60		0

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.

Referencing Style

This course does not have any assignments requiring referenced material. However, should you bring in external sources please use APA 7th Edition. Information on this referencing style can be found on University of Manitoba Website, or Owl at Purdue.

Assignment Feedback

Feedback will be provided to students within two weeks of submission: formative and summative feedback will be provided to students on UMLearn or directly on assigned submissions.

Assignment Extension and Late Submission Policy

Assignment due dates are found on UMLearn in conjunction with individual assignment restrictions. Assignments submitted beyond the due date are subject to a 10% per day deduction to a maximum of 30% at which point an assignment will receive a grade of 0. Extensions are permitted upon advanced request.

Academic Integrity

Students in this course are 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.

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; and
- V. All work should be completed independently unless otherwise specified.

LEARNER SUPPORT

Instructors shall provide to every student the information on university support offices and policies in [Schedule "A"](#) within the first week of classes, either through a paper copy and/or via the university's student information system (i.e., Aurora, UM Learn, or such other university information system as may be approved by the university from time to time).

Schedule "A"

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

Writing and Learning Support

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

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

These Academic Learning Centre services are free for U of M students. For more information, please

visit the Academic Learning Centre website at: <http://umanitoba.ca/student/academiclearning/>

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

University of Manitoba Libraries (UML)

As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you may have, regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you in-person. A complete list of liaison librarians can be found by subject: <http://bit.ly/WcEbA1> or name: <http://bit.ly/1tJ0bB4>. In addition, general library assistance is provided in person at 19 University Libraries, located on both the Fort Garry and Bannatyne campuses, as well as in many Winnipeg hospitals. For a listing of all libraries, please consult the following: <http://bit.ly/1sXe6RA>. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the Libraries' homepage: www.umanitoba.ca/libraries.

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

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

Student Counselling Centre

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

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

474 University Centre or S207 Medical Services

(204) 474-8592

Student Support Case Management

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

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

520 University Centre

(204) 474-7423

University Health Service

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

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

104 University Centre, Fort Garry Campus

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

Health and Wellness

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

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

Live Well @ UofM

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

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

Section (c) sample: re: 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) sample: re: 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 to 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

Student Discipline

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

- 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
More information and resources can be found by reviewing the Sexual Assault site <http://umanitoba.ca/student/sexual-assault/>
- For information about rights and responsibilities regarding **Intellectual Property** view the policy https://umanitoba.ca/governance/sites/governance/files/2021-06/Intellectual%20Property%20Policy%20-%202013_10_01%20RF.pdf

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site <http://umanitoba.ca/faculties/>

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

Student Advocacy

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

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

520 University Centre

204 474 7423

student_advocacy@umanitoba.ca

ACKNOWLEDGEMENTS

This course is the property of the School of Agriculture at University of Manitoba.

Using Copyrighted Material

Include a statement about copyrighted material.

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

Note: You hold the copyright to all of your course material that you prepare and present. Course materials (both paper and digital) are for the participant's private study and research and should not be shared.