

Syllabus

DAGR 0490 – Applied Farm Management
(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



TABLE OF CONTENTS

COURSE DETAILS	3
INSTRUCTOR CONTACT INFORMATION	3
COURSE DESCRIPTION	4
COURSE GOALS	5
COURSE LEARNING OBJECTIVES	5
COURSE MATERIALS AND TECHNOLOGY	5
EXPECTATIONS AND POLICIES	6
COURSE SCHEDULE	8
VOLUNTARY WITHDRAWAL	9
COURSE ASSESSMENT	9
GRADING	10
REFERENCING STYLE	10
ASSIGNMENT FEEDBACK	10
ASSIGNMENT EXTENSION AND LATE SUBMISSION POLICY	10
ACADEMIC INTEGRITY	11
UM POLICIES	11
UM LEARNER SUPPORTS	14

COURSE DETAILS

Course Title & Number:	Applied Farm Management – DAGR 0490
Number of Credit Hours	3
Class Times & Days of Week:	<p><u>Lecture:</u> Tuesday and Thursday @ 10:00-11:15 in Room 130</p> <p><u>Advisor Meetings/Alternate Meeting Times:</u> There will be two Farm Management Advisor meetings throughout the term that will be pre-scheduled</p> <p style="text-align: center;"> 1) Winter Break Assignment Meeting 2) Dec/Jan Cashflow Assignment Meeting </p>
Pre-Requisites:	DAGR 0480 – Minimum Grade of C ABIZ 0460 – Minimum Grade of C

Instructor Contact Information

Instructor(s) Name & Preferred Form of Address:	Noah de Rocquigny and Taylor Carlson-Schultz Noah and Taylor
Office Hours or Availability:	<ul style="list-style-type: none"> - Taylor's Weekly Office Hours: Tuesday/Thursday afternoons - Noah's Weekly Office Hours: Tuesday/Thursday afternoons - Email for appointment scheduling for in-person and teams meetings
Office Phone No.	N/A
Microsoft Teams Address:	Taylor.Carlson@umanitoba.ca Noah.deRocquigny@umanitoba.ca
Email:	Taylor.Carlson@umanitoba.ca Noah.deRocquigny@umanitoba.ca
	<ul style="list-style-type: none"> -All email communication must conform to the Communicating with Students university policy. -All emails must come from your university email. -Email response time will vary; we will attempt to get back to you by the next business day.

Contact: Email communication is preferred for initial consultation and brief questions. Additional discussions will happen by appointment via for an in-person or teams meeting. Note: When possible, appointments can be made last minute/immediately, if both instructor and student are available.

DAGR 0490 Farm Management Advisors:

FMA	EMAIL	OFFICE HOURS
Philip Fenez	Philip.Fenez@umanitoba.ca	By Appointment
Riley Buchanan	Riley.Buchanan@umanitoba.ca	By Appointment

COURSE DESCRIPTION

U of M Course Calendar Description

DAGR 0490 Applied Farm Management 3 Credit Hours

An introduction to an objectives-driven plan that deals with production and financial management. Students begin to generate and analyze enterprise budgets and financial statements. Students will be required to attend 2 pre-scheduled interview sessions with assigned Farm Management Advisor. The Advisor will support students as they apply their management skills and knowledge to a real farm business or a case farm.

General Course Description

Why this course is useful?

The main goal of DAGR 0490 is to prepare students for their second year Farm Management Courses where they will complete all required business plan components for their Farm Management Project (FMP). The students are prepared for their FMP in this course by being introduced to, and practicing skills in management functions such as resource allocation, enterprise budgeting, technology management, financial management, and partial budgeting.

Students will develop their historical financial statements for their Farm Management Project this course. This includes: 1) Winter Break Assignment, 2) Dec/Jan Cashflow Assignment, 3) Summer Cashflow Assignment. These historical financials along with enterprise budgets completed in the second year will aid in completing the Projected Year Plan which will be taken into Final Presentation. Students will also be asked to record production data relevant to their case or real farm location.

Who should take this course?

This course is a mandatory requirement for all Agriculture Diploma students.

How this course fits into the curriculum

DAGR 0490 is one of the four capstone courses in the Agriculture Diploma Program. This course allows students to bring together the knowledge acquired throughout the Diploma program into a complete business plan.

Course Goals

1. Students will complete an accurate set of preliminary financial statements that will be used for their Farm Management Project's Historical year
2. Students will develop their enterprise and partial budgeting skills and realize the importance of budgeting as a decision-making tool
3. Students will develop a comprehensive risk assessment on their farming operation for their Farm Management Project
4. Students will evaluate and analyze technological decision making tools in preparation for completing a technology management plan
5. Students will become familiar with the progression and direction of the Farm Management Project.

Course Learning Objectives

1. Students will become proficient in performing several important management functions in preparation for their Farm Management Project.
2. Students will apply farm financial management concepts to their Farm Management Plan's Historical Year financials.
3. Students will develop their critical thinking and analysis skills in the area of farm management decision-making

COURSE MATERIALS AND TECHNOLOGY

Required Materials:

- **Microsoft Office (Excel/Word/PowerPoint)** – All assignments must be completed using Microsoft Excel and Microsoft Word (use of other programs such as numbers, OpenOffice, etc. will not be graded). Microsoft Office is free when students sign up for their UM Net ID. <http://www.umanitoba.ca/computing/ist/email/2397.html>

Required Textbook: None**Supplementary Readings (not required)** - Farm Management 8th Edition. Kay, Edwards, Duffy**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 FMA 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

WE EXPECT YOU TO:

- 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 don't understand well before assignment deadlines
- To collaborate in an appropriate manner and check with instructor when you are not sure. E.g., consultations with classmates, farm managers, industry professionals is appropriate; overlapping work, not citing sources, calling another's work your own, is inappropriate.
- 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.
- 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.)
- To conduct yourself in a professional and respectful manner in classes and labs, instructor/student meetings, etc., and to be good ambassadors of the Ag Diploma program with industry, virtual/in-person tours, or guest lectures.
- To make yourself aware of **Student Accessibility Services** and what they do (see below)
- To respect copyright and ownership of pre-recorded video lectures and live-recorded tutorials in the **Recorded Lectures Policy** (see below)

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:

We may post pre-recorded video lectures with assignment and content instructions. We may also record our live tutorials for students to refer to after the lecture is finished. These, along with all other course content are to be used only for the students' private study and to help compete 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.

YOU CAN EXPECT US TO:

- Be sufficiently available for communication for any questions you have via email and 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 regularly update the class on what the end goal is for each assignment and where it fits in to the Farm Management Project
- To maintain organization and structure within the UM Learn platform
- To match your time and effort put into succeeding in this course
- To have assignments graded within 2 weeks of submission
- To provide clear, detailed feedback for each graded assignment
- Maintain the integrity of this course and program by checking and reporting any academic integrity concerns

Safe and Respectful Learning Environment

- This classroom will be a space where all aggie members are comfortable sharing their own thoughts and ideas
- All aggie members of this class will present themselves in a respectful and professional manner within the class, on campus, and out in the industry (tours, events, etc.)
- Any blatant or targeted disrespect towards anyone inside or outside of this class won't be tolerated

Experiential Learning Week

Participation in all First Year Diploma experiential learning tours are required to pass this course. Missing one or more experiential learning tours will result in an F in this course.

An alternative self-directed experiential learning assignment may will be given if students provide advance notice of extra-ordinary circumstances that prevent attendance. These special cases require instructor approval.

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.

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 Classes
Apr 8-17	Examination Period

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](#).

#	Date	Day	Type	Topic	Assignment	Due Date	Weight	
1	Jan 9	T	Intro	Intro Class – Syllabus & FMP1: Winter Break Assignment	FMP1: Meeting	Tues, Feb 13	10	
	Jan 11	TR	Lecture	Enterprise Budgets: Resource Allocation				
2	Jan 16	T	Lecture	Enterprise Budgets: Resource Allocation*	Resource Allocation	Tues, Jan 30	10	
	Jan 18	TR	Experiential Learning – No Class					
	Jan 23	T	Experiential Learning – No Class					
2.5	Jan 25	TR	Lecture	Enterprise Budgets: Resource Allocation				
3	Jan 30	T	Lecture	Enterprise Budgets: Price/Yield	Crop Budget	Tues, Feb 27	20	
	Feb 1	TR	Lecture	Enterprise Budgets: Variable Costs				
4	Feb 6	T	Lecture	Enterprise Budgets: Fixed Costs				
	Feb 8	TR	Lecture	Enterprise Budgets: Fixed Costs				
5	Feb 13	T	Lecture	CCGA Cash Advance	Quiz 1: CCGA	Tues, Feb 27	2.5	
	Feb 15	TR	Lecture	CCGA & FMP2: Dec/Jan Cashflow	FMP2: Meeting	Tues, March 5/April 2	10	
-	Feb 20	T	Winter Term Break – No Classes					
	Feb 22	TR	Winter Term Break – No Classes					
6	Feb 27	T	Lecture	Livestock Budget	Livestock Budget	Tues, Mar 12	15	
	Feb 29	TR	Lecture	Livestock Budget - Cowbytes				
7	March 5	T	Lecture	FMP2 Assignment + Farm Transition	Quiz 2: Succession	Tues, Mar 12	2.5	
	March 7	TR	Work	Livestock Budget – MB Ag				
8	March 12	T	Lecture	DAGR 0630 summer courses				
	March 14	TR	Lecture	FMC Guest Lecture	Risk Assessment	Thurs, Mar 28	10	
9	March 19	T	Lecture	Student Services Program Planning				
	March 21	TR	Lecture	Managing Technology	Managing Tech	Thurs, Mar 28	10	
10	March 26	T	Lecture	Partial Budgeting	Partial Budget	Thurs, April 4	10	
	March 28	TR	Lecture	Partial Budgeting - SRI				
11	April 4	T	Lecture	Farm Management Project	3) Summer Assign.	Thurs, June 20	Req.	
	April 6	TR	Lecture	FMP Q + A				

Voluntary Withdrawal

Last day to drop the class and receive 100% refund → Jan 19

VW (Voluntary Withdrawal) Deadline → March 18

* Drop a class before the VW deadline in order to prevent your final grade from being assigned and put on academic transcript. If a student VWs before the VW deadline a VW will be shown on their academic transcript.

*Prior to the VW deadline, students should have received grading feedback up to 6 assignments

* 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

Assignment	Date Given	Date Due	Weeks to Complete	Weight
1) Winter Break Assignment Meeting*	Jan 9	Feb 13	5	10
1 - Resource Allocation	Jan 16	Jan 30	2	10
2 - Crop Budget	Jan 30	Feb 27	4	20
Quiz 1: CCGA Cash Advance	Feb 13	Feb 27	1	2.5
3 - Livestock Budget	Feb 27	March 12	2.5	15
2) Dec/Jan Cashflow Assignment Meeting*	Feb 15	March 5/April 2	6	10
Quiz 2: Farm Transition	March 5	March 12	1	2.5
4 – Risk Management Assessment	March 14	March 28	1	10
5 – Managing Technology	March 21	March 28	1	10
6 – Partial Budget	March 26	April 4	1	10
3) Summer Assignment (6 months Cashflow)**	April 4	June 20	10	Req.

*Both FMP Meetings (Winter Break Assignment and Dec/Jan Cashflow) **MUST** be completed in order to pass the course

**Satisfactory completing of the Summer Assignment is required to register for DAGR 0980 in fall.

Grading

Grade Assessment		
Letter Grade	Percentage out of 100	Final Grade Point
A+	95-100	4.5
A	88-94	4.0
B+	82-87	3.5
B	74-81	3.0
C+	66-73	2.5
C	60-65	2.0
D	50-59	1.0
F	Less than 50	0

* A **minimum grade of C** is required to get into DAGR 0980 – Farm Management Project I

* A satisfactorily completed Summer Assignment (6 months Cashflow) is required to register for DAGR 0980. It is due June 20.

* It is important that you monitor your marks closely on UM Learn. Contact instructor/Advisor if needed regarding grade entries.

Referencing Style

A **Works Cited** section is required at the end of every assignment throughout your FMP. It will include any source where information was acquired from, such as a farm manager, student, website, etc. This works cited section does not have a specific referencing format requirement; there will be a works cited example/guide posted on UM Learn for you to follow.

Assignment Feedback

Assignments will be marked with feedback posted within a maximum of two weeks. Feedback type will be one of the following: 1) Comments entered into each students 'evaluation' dialogue box, 2) A completed rubric uploaded into the students' assignment submission.

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 to 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 have 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 complete 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>) 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>) 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>) 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/>)