



Course Outline
French 3900 (530) Language (Advanced Level III)
School of Humanities
2022-2023 (in class)

GENERAL INFORMATION

Course:	3900 (Section 530)	
Term:	Full year (1.0 course)	
Year:	2022-2023	
Delivery:	In class	
Course Day and Time:	Mondays 10:30-12:30 p.m.	UH 27
	Wednesdays 10:30-12:30 p.m.	BR 18

INSTRUCTOR INFORMATION

Name:	Nadine de Moras	
E-mail:	ndemora@uwo.ca	
Office hours:	Mondays 12:30 p.m. – 1:30 p.m.	
	Wednesdays 12:30 p.m. – 1:30 p.m. + appointments	
Office:	UH 311	
	Other appoints can also be held virtually with Zoom.	

COURSE CALENDAR DESCRIPTION

Grammar, composition, translation and oral practice. (One hour per week in the language laboratory may be required.) 4 lecture/tutorial hours*. 1.0 course.

Prerequisite(s): French 2900 or both French 2905A/B and French 2906A/B or permission of the Department, based on Placement Test. Placement Test results do not guarantee admission into the course. Written permission must still be obtained from the Department.

Antirequisite(s): French 3905A/B, French 3907A/B, French 3908A/B.

In 3900 at Brescia, there are no traditional lectures or tutorials. Instead, activities are done individually by the students who watch videos of the lessons or read the Power Point presentations and study the material. This is a flipped classroom. The class time (two hours each time = four hours/week) is to answer questions and for oral practice. There should be at least one hour per week of oral practice spread between the 4 hours.

Students are expected to study 2-3 hours on their own before coming to class.

REQUIRED COURSE MATERIALS

Custom Course Books **French 3900- 2022-2023**, Nadine de Moras - To be downloaded from Owl (in “Syllabus&coursebooks”).

Recommended:

Bilingual dictionaries (online translation dictionary)

<http://www.wordreference.com/>

<http://www.linguee.com/>

Spellcheck and grammar check

<https://bonpatron.com/en/>

Conjugations:

<https://leconjugueur.lefigaro>

LEARNING OUTCOMES

On successful completion of this course, students will have mastered the following fundamental components of the French language at the (low) B2+- C1 level of the Common European Framework of Reference for Languages (CEFR):

1) **In grammar:** moods and tenses, conjugations, verbal forms, subjunctive, gerund, simple past (*passé simple*), verb and adjective agreements, gender of nouns, (relative and personal) pronouns, articles and prepositions.

2) **In vocabulary:** the terminology and language of education, media, criminal justice, environment, politics, visual arts, books and literature.

In application of the preceding, students will improve their written and oral communication, production and comprehension, by:

1. Demonstrating their ability to understand various texts, documentaries, and discussions;
 2. Answering questions and speaking about the topics studied with greater confidence, accuracy, and grammatical correctness; and
 3. Demonstrating knowledge and understanding of various aspects of French and Canadian culture in fields such as health, education, media, and politics.
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BRESCIA COMPETENCIES

1. Demonstrate the communication competency by being able to:

- Demonstrate mastery of some grammatical concepts and some vocabulary topics (education, media, crimes, environment, politics, visual arts, books and literature).
- Have improved written and oral communication, production and comprehension.
- Identify and understand cultural and linguistic communication differences.
- Apply new vocabulary, and grammar in exercises, and authentic communication situations.
- Apply new knowledge and skills in oral and written comprehension and production exercises, and in authentic communication situations (understanding a dialogue from a movie or understanding songs, write an academic paper, make a presentation).
- Use existing knowledge of language and culture to enhance effectiveness of communication with Francophones using accurate language.

2. Demonstrate the Inquiry and Analysis and Information Literacy competencies by being able to:

- Evaluate evidence to identify patterns, differences, similarities, limitations, implications, etc. and relate a particular case to a general (grammatical, phonetic) rule.
 - Analyze one's own linguistic limitations and weaknesses, find the appropriate available information (in dictionary, grammar books, conjugation site, etc.) to complement and develop, knowledge and skills and to verify and information.
 - Seek language practice outside of class whenever possible: listen to songs, watch French movies, read books, etc. to improve language skills.
 - Compare different strategies (visual, auditory, kinesthetic) for personally managing and mastering information. Evaluate how information's value changes based on the context.
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TEACHING METHODOLOGY AND EXPECTATIONS OF STUDENTS

In this course, students first learn the material (grammar rules, vocabulary) on their own. This is a flipped classroom. Students read and learn the assigned material by themselves. They watch the Power Point Presentations on grammatical gender on Owl and other lessons which summarize the coursebook and/or watch the videos. Students need to study the coursebook AND the Power Point presentations on their owl.

I developed the methodology of this course, based on my research in applied linguistics and language acquisition, and it is supported by the Usage Based Model. According to these principles observed in first language acquisition, learners need to learn numerous items in order to entrench a grammatical structure. Thus, the Power Point Presentations on grammatical gender present the same structures numerous times, and students learn vocabulary with grammar and pronunciation.

Vocabulary and grammar are always seen in context, in full sentences. Explanations have been simplified and synthesized in tables for easy understanding in favor of examples and extensive practice. Students examine the rules and examples and **study grammar with vocabulary**. Because many words need to be learned to learn the grammar which goes with the words (for example pronominal verbs, prepositions of verbs, conjugations of irregular verbs) students need a lot of practice to memorize the words and the corresponding grammatical concepts.

Students learn the material on their own and do the written exercises in the coursebook and the quizzes on Owl before coming to class. The class time is NOT to explain rules or vocabulary. There is not much to explain anyway (e.g. you use "être" with pronominal verbs, you use the subjunctive with doubt and hypothetical situations). The purpose is NOT to master the details and exceptions, but to master the most frequently used rules and vocabulary and to be able to use them in context.

Students do at home what can be done alone. The class time is for what cannot be done alone: oral and written practice, discussions, answers to questions and feedback.

Grammar and vocabulary cannot be learned only with explanations or understanding rules. Students need intensive practice and repetitions, until using the rule becomes automatic. Therefore, if students miss classes, they lack practice, and they rarely master the content of the course.

Students need to come to class. I will answer questions on what was not clear, make a brief review of the most important parts, and I will also evaluate comprehension and retention with Kahoots or other activities. Students will practice the newly learned concepts, vocabulary, grammar, and sentence structure with oral and written exercises, with class presentations and debates.

Classroom etiquette and general considerations

- Students are expected to arrive on time to class, stay the whole two hours and actively participate in the class activities to be considered present. If students leave early or arrive late, they will receive half of the mark for that day.
 - Students are expected to come to class fully prepared: having done the homework, which is clearly explained on the website, in addition to the weekly quizzes and to come to class with their printed coursebooks.
 - If students are going to be absent for one class, it is NOT necessary to contact me, but if they want to, they can let me know.
 - If students contact their professor, they are expected to be polite, use VOUS, write the correct Professor's name and indicate student number if related to more important matters.
 - If students are absent for more than two courses, it is preferable to contact the instructor.
 - If students drop the course or are absent for a long period of time, they are expected to let the instructor know.
 - Students have the responsibility of completing their work each week (studying the assigned material, weekly quizzes, and class attendance). **There is no possibility of doing extra work** at the end of the year to compensate for missed work or low marks.
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COPYRIGHT AND INTELLECTUAL PROPERTY

Power Point lecture slides and notes, lists of readings, in-class activities, assignment guidelines, and other components of the course materials are typically the intellectual property of the instructor. Unauthorized reproduction through audio-recording, video recording, photographing, sharing on social media, or posting on course-sharing websites is an infringement of copyright and is prohibited. Such action may be considered a Code of Conduct violation and lead to sanctions.

EVALUATION

— Participation and engagement	5%
— 1 group presentation	5%
— Quizzes	20%
— 4 in class compositions	10%
— 2 vocabulary and grammar tests (2 x 15%)	30%
— Final exam	30%
— <u>Additional quiz on syllabus (bonus point)</u>	1%

DETAILED DESCRIPTION OF EVALUATION

— Participation and engagement 5%

Students are expected to have read the material, watched the videos, have reflected on it, have taken notes, and learned it in order to do the quizzes on Owl and do the various activities.

If students regularly come to class and participate in class activities, they can get the maximum grade. If students come to class and use their phone inappropriately, they are not fully engaged and get half of the mark or possibly less. I take into consideration the number of participations as well as their quality.

Students may miss 2 courses without penalty. Students are advised to take note of their absences.

— Group presentation

5%

Students will present a cultural topic related to the topics studied in the course (education, the media, criminality, environment, politics, arts, cinema and literature). Students will present controversial topics for the class to have debates. For example, numbers of crimes in different countries and the implications for everyday life; or various systems of education in the world and their advantages and drawbacks. The presenters are expected to present without reading, to elaborate on short notes and numbers, and to organize discussions, debates, and activities for the class. The class should reflect on cultural topics and use the new vocabulary studied in class.

The groups can have a maximum of 4 students and have a minimum of 3 students. The presentation will last 30 mn maximum, including class activities.

The grade includes:

15% quality, precision, and pertinence of content

15% quality of oral French (fluency, pronunciation)

20% use of vocabulary (from the chapter)

20% delivery of content: did not read (quickly glanced at notes), voice, gestures...

15% quality and variety of activities for the class (was it interesting?)

15% The presentation and activities will help students understand and remember material

— 4 in class compositions (2.5% each)

10%

Students will write 4 short compositions in class using specific vocabulary. No documents are allowed. Students will use 30 words in context in full sentences to discuss a topic. The sentences and paragraphs will show clearly the meaning of words and expressions. If the sentences are too vague, students will not obtain a point for this word.

Grammar will also be graded, especially verb and adjective agreements, verbal forms and gender assignation. Missed class compositions CANNOT be done later, replaced, or reweighed, even with accommodation.

The grade includes:

40% vocabulary (use, precision, variety and quality of vocabulary provided in the list)

40% grammar (use, precision, variety and quality of grammar)

10% other vocabulary (which was not provided in the list)

10% other: organisation of the text, transition words, etc.

— Owl quizzes (20 quizzes)

20%

Students are expected to learn the material and take quizzes on their own. The concepts to learn are clearly explained in the coursebook and the Power Point presentations. Quizzes are due the evenings at 10:00 p.m. before class to prepare them for class meetings. Missed quizzes CANNOT be done later, replaced, or reweighed, even with accommodation. There are 21 quizzes, the best 20 quizzes will be counted. Quiz 21 is optional.

Sometimes you are given the first letter of a word. You must NOT rewrite the same letter. You should check your quizzes and their automatic corrections on Owl and write down your mistakes and the corrections. If you had the right answer and the computer counted it false (especially when there are extra spaces, apostrophes, oe, -, or other diacritics), it is your responsibility to contact your instructor, mention the quiz, number of exercise and all relevant information, and the professor will manually add the missing points.

You cannot wait until the end of the year and ask your professor to change or add points to quizzes. The point corrections should be done the same week.

— **Additional quiz on syllabus (bonus point)**

1%

This small quiz has questions about the syllabus, the course and the instructor. The deadline to complete it is September 24. Students have two attempts to complete it and will only receive the 1% if they obtained a grade of at least 90%.

— **2 vocabulary and grammar tests (2 x 15%)**

30%

The vocabulary and grammar tests have the same format as the quizzes and the exercises in the coursebook: mainly fill-in the blanks, some translations and some short answers.

Students will receive a detailed description of the tests in advance to know exactly what to expect.

Missed tests CANNOT be done later, replaced. If there is accommodation, they will be reweighed on the final exam. For example, if one test was missed (and the student has accommodation), the final exam will count for 45% (30% + 15% for the missed test). If there is no accommodation, the missed test will receive the grade of 0.

— **Final exam**

30%

The final exam is cumulative. The content of the exam will cover all the vocabulary, grammar and cultures which have been studied in the course. It will have approximately the same format as the tests.

ACADEMIC ACCOMMODATION

For course components worth 10% or more of the total course grade (Tests and Final Exam), please see the Academic Policies and Regulations section at the end of this course outline or consult the Academic Calendar. Submit medical or relevant documentation to your Academic advisor.

Whenever possible, students should provide notification in advance of due dates. If advance notification is not possible, the course instructor should be contacted within two business days. If there is accommodation (agreed by both the advisor and professor), tests will be reweighed, and the weight of the missed test will be added to the weight of the final exam. Missed class meetings, quizzes and assignments will be given 0 (zero) and cannot be postponed, replaced, or reweighed, even with accommodation.

WHAT THE COURSE IS NOT ABOUT

There will be mostly practice of certain vocabulary, grammar and structures and semi-guided conversations. This work will consist in using a structure, describing pictures, writing texts, etc. As much as possible, the exercises will simulate real communication situations. For example, when discussing crimes, students will use specific vocabulary: embezzlement, to be charged with murder, life sentence, etc.

It is only once the assigned grammar and vocabulary are acquired by the class, that students will use them in more spontaneous speech, simulating real-life situations. In addition, students will have debates and discussions about the cultural topics, after they have watched the videos, done written assignments, and completed the quizzes.

Evaluation Breakdown:

Component	Weight	Date/ Deadline	Learning Outcome	Brescia Competencies
Attendance, participation, engagement Forum participation (written participation)	5%	Every class	Grammar Vocabulary Oral skills	Writ. and oral communication Inquiry and Analysis and Inf. Literacy
1 group presentation	5%		Grammar Vocabulary Culture	Oral communication Inquiry and Analysis and Inf. Literacy
Weekly quizzes The average of all 20 quizzes will be counted	20%	Before every class	Grammar Vocabulary	Written communication Inquiry and Analysis and Inf. Literacy
4 In-class compositions (2.5% each) The average of the 4 in-class compositions will be counted	10%	- Oct. 12 - Nov. 16 - Feb. 08 - March 15	Grammar Vocabulary Culture	Written communication Inquiry and Analysis and Inf. Literacy
2 vocabulary and grammar tests (2 X 15%)	30%	- Nov. 23 - July 14	Grammar Vocabulary	Written communication
Final exam	30%	Date to be announced	Grammar Vocabulary Culture	Written communication Grammar Vocabulary Culture

OFFICE HOURS

Office hours are to discuss what was not clear in the course, or in the coursebook, to discuss grades and comments for tests and compositions, or to discuss any other issue related to the course. Office hours are NOT to catch up with what was missed during missed classes.

3900 - Weekly organizer – 2022-2023

Voc: vocabulary **Class comp:** Class compositions **Q:** Quiz (Owl) **G:** Grammatical gender presentations

	1 st term	Grammar course book 1	Vocabulary course book 2	Gender	Tests	Quiz
1	Wed. 7 sept.	Introduction course, professor students	Learn how to learn, Owl quizzes Gender of inanimate nouns p. 48	Syllabus	Bonus Quiz	Sept 24
2	Mond. 12 Sept Wed. 14 Sept.	Nature and function of words p. 9-34	Verbal forms p. 35-46	G1		Q1
3	Mond. 19 Sept. Wed. 21 Sept.	Countries & prepositions p. 49-61 Plural of animated nouns p. 116-132	Voc chap 1: education p. 16-38	G2		Q2
4	Mond. 26 Sept. Wed. 28 Sept.	Feminine nouns p. 133-150	Voc chap 1: education p. 16-38	G3		Q3
5	Mond. 3 Oct. Wed. 5 Oct.	Feminine nouns p. 151-157	Voc chap 2: the media p. 39-54	G4		Q4
6	Wed. 12 oct.	Feminine adjectives p. 159-181 (No class on Mond. 10 Oct.)	Voc chap 2: the media p. 39-54	G5	Class comp 1	Q5
7	Mond. 17 Oct. Wed. 19 Oct.	Fem. & plural adj. p. 182-202	Voc chap 3: criminality p. 55-68	G6		Q6
8	Mond. 24 Oct. Wed. 26 Oct.	Place of adj. + special cases p. 203-215	Voc chap 3: criminality p. 55-68	G7		Q7
	31 oct. – 2 Nov.	Fall reading week				
9	Mond. 7 Nov. Wed. 9 Nov.	Articles p. 219-236	Voc chap 4: environment p. 69-80	G8		Q8
10	Mond. 14 Nov. Wed. 16 Nov.	Les H. p. 237-260	Voc chap 4: environment p. 69-80	G9	Class comp 2	Q9
11	Mond. 21 Nov. Wed. 23 Nov.	Infinitive p. 263-271	TEST 1 – Wednesday Nov. 23		TEST1	
12	Mond. 5 Dec. Wed. 7 Dec.	Imp. & Present (1 st & 2 nd) p. 273-332	The present tense	G10		Q10
	2 nd term	Grammar course book 1	Vocabulary	Gender	Tests	Quiz
1	Mond. 9 Jan. Wed. 11 Jan.	The present tense p. 273-332	The present tense p. 273-332	G11		Q11
2	Mond. 16 Jan. Wed. 18 Jan.	Pronominal verbs (refl., rec.) p. 333-350	Voc chap 5: politics p. 81-98	G12		Q12
3	Mond. 23 Jan. Wed. 25 Jan.	Passé compose p. 351-370	Voc chap 5: politics p. 81-98	G13		Q13
4	Mond. 30 Jan. Wed. 1er Feb.	Passé composé p. 371-402	Voc chap 6: arts p. 99-112	G14		Q14
5	Mond. 6 Feb. Wed. 8 Feb.	Passé compose & imparfait p. 403-440	Voc chap 6: arts p. 99-112	Q15	Class comp 3	Q15
6	Mond. 13 Feb. Wed. 15 Feb.	Indirect style + conditional p. 441-453	Voc chap 7: cinema p. 113-143	G16		Q16
	20-22 Feb.	Spring reading week				
7	Mond. 27 Feb. Wed. March 1st	Usage and tense sequencing + past conditional and future p. 455-472	Voc chap 7: cinema p. 113-143	G17		Q17
8	Mond. 6 March Wed. 8 March	Subjunctive p. 473-499	Voc chap 8: books & lit. p. 145-160	G18		Q18
9	Mond. 13 March Wed. 15 March	Present participle / gerund p. 501-510	Voc chap 8: books & lit. p. 145-160	G19	Class Comp 4	Q19
10	Mond. 20 March Wed. 22 March	Passé simple & passive voice p. 511-536	TEST 2 – Wednesday March 22		TEST2	
11	Mond. 27 March Wed. 29 March	Relative pronouns p. 537-545	Personal pronouns p. 547-559	G20		Q20
12	Mond. 3 Apr. Wed. 5 Apr.	Indef. pronouns & adjectives p. 561-571 <i>savoir vs connaître</i> , p. 575-578	C'est /il est p. 579-583- Prepositions 585-596			Q21 Opt.
	Mond. 10 Apr. last day	Final Exam reviews and practice	Final Exam reviews and practice			

2022-23 BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

1. POLICY REGARDING ACADEMIC ACCOMMODATION

The complete policy regarding Accommodation for Illness - Undergraduate Students can be found at

https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_135

Students who have long-term or chronic medical conditions which may impede their ability to complete academic responsibilities should seek Academic Accommodation through Student Accessibility Services

(https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_10).

Personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are **not** grounds for academic accommodation.

Students who experience an illness or extenuating circumstance sufficiently severe to temporarily render them unable to meet academic requirements may submit a request for academic consideration through the following routes:

1. For medical absences, submitting a **Student Medical Certificate (SMC)** signed by a licensed medical or mental health practitioner;
2. For non-medical absences, submitting **appropriate documentation** (e.g., obituary, police report, accident report, court order, etc.) to their Academic Advisor. Students are encouraged to contact their Academic Advisor to clarify what documentation is acceptable.

Request for Academic Consideration for a Medical Absence

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation.

Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete their academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated.

The following conditions apply for students seeking academic accommodation on medical grounds:

1. Students must submit their Student Medical Certificate (SMC) along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. An SMC can be downloaded from https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf;
2. In cases where there might be an extended absence or serious issue, students should submit their documentation promptly and consult their Academic Advisor for advice during their recovery period;
3. Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, scheduled tests or examinations, and other academic requirements;
4. Students **must** communicate with their instructors **no later than 24 hours** after the end of the period covered by the SMC to clarify how they will fulfil the academic expectations they may have missed during the absence;

5. Appropriate academic accommodation will be determined by the Dean's Office/Academic Advisor in consultation with the course instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements, arranging Special Exams (make-ups), re-weighting course requirements, or granting late withdrawal without academic penalty.

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal challenge that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds are not normally considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult your Academic Advisor (https://brescia.uwo.ca/enrolment_services/academic_advising/book_an_appointment.php). If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines; please contact your Academic Advisor or see the list of sessional dates in the Academic Calendar (<https://www.westerncalendar.uwo.ca/SessionalDates.cfm?SelectedCalendar=Live&ArchiveID=>).

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Please note that for asynchronous online courses, attendance or participation requirements maybe different than for synchronous or in-person courses.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work, and arrange academic accommodations if appropriate and warranted.

It is important to note that the Academic Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory (https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#Page_64).

4. SCHOLASTIC OFFENCES

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence at: https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_20.

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a

candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Scholastic Discipline for Undergraduate Students in the Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Academic Dean's Office, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com.

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal is to be sent to the School Chair. If the response of the Chair is considered unsatisfactory to the student, they may then submit a written appeal to the Office of the Dean. If the student is not satisfied with the decision of the Dean, they may appeal to the Senate Review Board Academic (SRBA), if there are sufficient grounds for the appeal and if the matter falls within the jurisdiction of the SRBA. For information on academic appeals consult your Academic Advisor or see the Student Academic Appeals – Undergraduate in the Academic Calendar https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_14.

Note that final course marks are not official until the Academic Dean has reviewed and signed the final grade report for the course. If course marks deviate from acceptable and appropriate standards, the Academic Dean may require grades to be adjusted to align them with accepted grading practices.

6. PREREQUISITES

Unless you have either the prerequisites for a course or written Special Permission from the Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisite(s).

7. SUPPORT

Support Services

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. Students can access supports through Brescia's Student Life Centre (<http://brescia.uwo.ca/life/student-life/>) and Learning Development & Success at Western (<https://www.uwo.ca/sdc/learning/>).

Mental Health and Wellness

Students may experience a range of issues that can cause barriers to your learning, such as increased anxiety, feeling overwhelmed, feeling down or lost, difficulty concentrating and/or lack of motivation. Services are available to assist you with addressing these and other concerns you may be experiencing. You can obtain information about how to obtain help for yourself or others through **Health & Wellness at Brescia**, https://brescia.uwo.ca/student_life/health_and_wellness/index.php and **Health and Wellness at Western**, http://uwo.ca/health/mental_wellbeing/index.html.

Sexual Violence

All members of the Brescia University College community have a right to work and study in an environment that is free from any form of sexual violence. Brescia University College recognizes that the prevention of, and response to, Sexual Violence is of particular importance in the university environment. Sexual Violence is strictly prohibited and unacceptable and will not be tolerated. Brescia is committed to preventing Sexual Violence and creating a safe space for anyone in the Brescia community who has experienced Sexual Violence.

If you or someone you know has experienced any form of Sexual Violence, you may access resources at https://brescia.uwo.ca/safe_campus/sexual_violence/index.php.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy, and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.
