

---

**COURSE OUTLINE**  
**Introduction to Maps and GIS**

---

**Contact:** [fargey@uvic.ca](mailto:fargey@uvic.ca) or 250- 21- 342  
**Office Location:** DTB B30  
**Office Hours:** Tuesdays 2:30 to 3:30 pm, Friday

---



## GEOGRAPHY DEPARTMENT INFORMATION

Geography Department website: <http://geog.uvic.ca>

Undergraduate Advisor: Dr. Phil Wakefield [geogadvisor@uvic.ca](mailto:geogadvisor@uvic.ca)

Department Chair: Dr. Johan Feddema [geogchair@uvic.ca](mailto:geogchair@uvic.ca)

## COURSESPACES

CourseSpaces learning management systems (LMS) will serve as the main avenue of communication (<http://coursespaces.uvic.ca>). Please monitor the page on a regular basis for course announcements. If you are having difficulty logging in or password problems, contact the Computer Help Desk Email: [helpdesk@uvic.ca](mailto:helpdesk@uvic.ca), Tel: 250- 21-

## IMPORTANT COURSE POLICIES

A high level of student cooperation and participation, involving asking and answering questions is expected. Students are expected to attend all lectures, take notes and be punctual for class.

Cell phones and portable music players must be **turned off or silenced** during lectures.

Topic handouts based on lecture presentations will be provided before the beginning of class meetings on CourseSpaces. These handouts will be removed **7 days** after the posting date. Students are responsible for downloading/saving and completing notes packages.

**Students must complete all evaluation components to obtain credit.** Failure to complete an any evaluation component without permission from the instructor, will result in an 'N' grade, which equals a Grade Point Value of 0.

Students will not be permitted to write make-up tests except for documented medical or compassionate reasons. Please inform the instructor of your situation promptly and present written proof within five working days. Any make-up test or examination may not follow the same format as the in-class one.

Lab assignments are due at the beginning of your lab section, thereafter late penalties will be applied.

Late assignments will be penalized **20% per day** (including weekends and holidays). Exceptions will only be granted for documented medical or compassionate reasons. Written proof must be provided within five working days.

Details regarding your labs and their marks are managed by the course TAs. Please discuss any issues or questions on labs with your TA first.

Please attend only the laboratory section for which you are registered. If you must miss a lab for exceptional circumstances, please make arrangements with your TA in advance to attend another section. This however does not change the due date of your lab assignment.

Conflicts with holidays or travel plans are not considered an acceptable reason to apply for a deferred examination or an assignment extension.

Unless otherwise stated students are expected to complete assignments **independently**.

## PLAGIARISM

Academic dishonesty (plagiarism, cheating) is a very serious matter in any academic institution and is dealt with severely at the University of Victoria. Instructors and academic units have the responsibility to ensure that standards of academic honesty are met. By doing so, the institution recognizes students for their hard work and assures them that other students do not have an unfair advantage through cheating on essays, exams, and projects. Plagiarism sometimes occurs due to a misunderstanding regarding the rules of academic integrity, but it is the responsibility of the student to know them. If you are unsure about the standards for citations or for referencing your sources, ask your instructor.

Infractions will be dealt with in accordance with University policy. Commonly, the penalty for any form of cheating/plagiarism is a grade of F on the tests or laboratory assignments, or a final grade of F in the course. However, depending on the severity of the case other penalties may include a record on the student's transcript or expulsion.

Please familiarize yourself with the University policy on academic integrity found in the Undergraduate Calendar at the following website. Please contact me if you have any questions.

<http://www.uvic.ca/learningandteaching/students/resources/expectations/>

## ACCESSIBILITY

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a documented disability/health consideration that may require accommodations, please feel free to approach me and/or the Resource Centre for Students with a Disability (RCSD) as soon as possible. The RCSD staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations <http://rcsd.uvic.ca/>. The sooner you let us know your needs the quicker

## Course Information

### Lecture and Lab Information

Week	Dates	Tentative Lecture Schedule	Lab Information
------	-------	----------------------------	-----------------