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

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<b>Contact:</b>	<a href="mailto:lituonan@gmail.com">lituonan@gmail.com</a>
<b>Office Hours:</b>	See Brightspace, or by appointment
<b>Lectures:</b>	Lectures will be offered fully online and asynchronous (no “real-time” sessions planned or required).
<b>Labs:</b>	You must be registered in a Lab Section <b>that you attend.</b>

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**COURSE OBJECTIVES:**

- introduce fundamentals of geographic information;
  - introduce spatial data;
  - introduce Geographic Information System;
  - gain familiarity with GIS software;
  - introduce digital mapping;
  - introduce GIS applications;
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**COURSE FORMAT**

Given the current situation and need for physical distancing, the course will be delivered remotely online and will involve a mixture of live lab activities, and recorded lecture sessions.

Because of its online delivery there might be some additional challenges for you as a student.

**Please read the following carefully and keep in mind for the course:**

- To provide flexibility and individualization of learning, all the lectures will be delivered through the **recordings** with **practice quizzes** for you to evaluate your study.
- Click **Course Tools** > Scroll to **Zoom** > Select the lab, lecture or office hour you are attending. Click on **JOIN**. You may also need to sign-in with Zoom, if prompted sign in with your UVic netlink-id via the **SSO** button. If you have a non-UVic Zoom account, it will not let you into the class or labs meeting.
- [Brightspace](#) (which has replaced CourseSpaces) is the main course hub where you will access materials, complete quizzes and exams, submit assignments, check your grades and

engage in discussions. This will serve as the main avenue of communication. 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)

- **Technology requirements for Labs:** You will need reliable access to the internet and a computer. You will not be able to complete the labs with a smartphone or tablet. The Labs employ Open source software ([QGIS](#)). You are encouraged and expected to download and install a copy to your computer. The software is free to access and download. We appreciate that this may not be possible for everyone and if so please let us know and we will endeavour to try and facilitate your remote access to the software. We also employ an Online GIS – ESRI ArcGIS Online.
- **Educational technology: ERSI ArcGIS Online**
- A variety of educational technologies are used in this course which include internet-based technologies or web-based applications, cloud services and social media. The use of technology is part of your engagement at the University. Some of these learning tools may collect, use and/or disclose your personal information and store or access that information outside Canada. UVic cannot require students to disclose personal information to technologies or organizations which may store information on servers located outside of Canada because disclosure of personal information to vendors, systems or services storing or accessing that personal information outside of Canada is restricted by section 30.1 of BC's Freedom of Information and Protection of Privacy Act (FIPPA). Personal information is information about an identifiable individual; for example, your name or your email address.
- The following educational technologies, which stores or accesses your personal information outside Canada, is required for this course: [ESRI : ArcGIS Online](#). The personal information is required by the service. The privacy policy and the terms of use are available at: [www.esri.com/en-us/privacy/overview](http://www.esri.com/en-us/privacy/overview). I encourage you to read these documents.
- For the use of ArcGIS Online, we generate a username that will be an alias – but in order to generate and manage your password, your email address is required. If you are not comfortable with your personal information being stored outside of Canada, please speak to me within the first week of class about using an alternative (such as using an alias or nickname). Otherwise, by continuing in this course, you agree to the use of the educational technology in the course and the storage of personal information outside of Canada.
- The online format can seem strange and awkward at first, but we will do everything possible to make this a **comfortable and effective learning environment**. Keep in mind that we are all new to this format and we all need to be forgiving, open-minded and adaptable. We are in it together.
- Useful information on online learning can be found at the **UVic Learn Anywhere portal**.

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## REQUIRED TEXT

There is no required textbook for this course, however online learning resources will be provided on **Brightspace** throughout the course.

## LEARNING OUTCOMES

1. ability to complete continuous and discrete geo-referencing;
2. ability to read and calculate scales;
3. ability to understand, evaluate and select suitable map projections;
4. ability to classify geographic information;
5. ability to differentiate between different types of maps;
6. describe how GIS can be used to solve problems;
7. ability to explore GIS data, metadata and maps;
8. ability to create a basic digital GIS map.

## EVALUATION

Practice Quiz <b>x8</b>	<b>8%</b>
Midterm Exam ( <b>June 1<sup>st</sup> in class</b> )	<b>15%</b>
Laboratory Assignments <b>x 6</b>	<b>42%</b>
Final Exam ( <b>June 23<sup>rd</sup> in class</b> )	<b>35%</b>

**Advice:** Students have in the past found that some of the lab assignments can be time-consuming and challenging. We are here to help with this – Please make sure you schedule your time effectively. The Labs are four hours. Please plan to be there for the entire lab time. The labs materials are designed to be both **supplemental** and **complementary** to the lectures. Slides are **not** designed to replace attendance in lab.

**Exam Format:** The questions for the midterm exams and final exam will be based on lectures, labs, posted learning resources and class discussion. The final exam is comprehensive. Formats includes a combination of short-answer, calculations, and multiple-choice questions. **Electronic devices for use during exams are limited to non-graphing scientific calculator, unless otherwise expressly permitted by the course instructor.**

## GRADING SYSTEM

As per the Academic Calendar:

Grade	Grade value	point	Grade scale	Description
<b>A+</b> <b>A</b> <b>A-</b>	9 8 7		90-100% 85-89% 80-84%	<b>Exceptional, outstanding and excellent</b> performance. Normally achieved by a minority of students. These grades indicate a student who is self-initiating, exceeds expectation and has an insightful grasp of the subject matter.
<b>B+</b> <b>B</b> <b>B-</b>	6 5 4		77-79% 73-76% 70-72%	<b>Very good, good and solid</b> performance. Normally achieved by the largest number of students. These grades indicate a good grasp of the subject matter or excellent grasp in one area balanced with satisfactory grasp in the other area.
<b>C+</b> <b>C</b>	3 2		65-69% 60-64%	<b>Satisfactory, or minimally satisfactory.</b> These grades indicate a satisfactory performance and knowledge of the subject matter.
<b>D</b>	1		50-59%	<b>Marginal</b> Performance. A student receiving this grade demonstrated a superficial grasp of the subject matter.

<b>F</b>	0	0-49%	<b>Unsatisfactory</b> performance. Wrote final examination and completed course requirements; no supplemental.
<b>N</b>	0	0-49%	Did not write examination or complete course requirements by the end of term or session; no supplemental.

## GEOGRAPHY DEPARTMENT INFO

- Geography Department website: [uvic.ca/socialsciences/geography/](http://uvic.ca/socialsciences/geography/)
- Undergraduate Advising: [geogadvising@uvic.ca](mailto:geogadvising@uvic.ca)
- Department Chair: Dr. David Atkinson [geogchair@uvic.ca](mailto:geogchair@uvic.ca)

## IMPORTANT COURSE POLICIES

A high level of student cooperation and participation, involving asking and answering questions is expected. Students are expected to review the recordings and attend all labs.

***No audio, video, or screen recordings are permitted unless approved in writing (in advance) by the course instructor.***

**Students must complete all evaluation components to obtain credit.** Failure to complete any evaluation component without permission from the instructor, may 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.

**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.

Lab assignments are **due in 6 days**; thereafter late penalties will be applied. Students must inform their Lab Instructor about the technical issue at least **one day before** the due date.

Late assignments will be penalized **30% for a 48-hour time period** (each day 15%, including weekends and holidays). After that, they will no longer be accepted for grade and will receive 0%. **Only the course instructor can grant exceptions.**

Details regarding your labs and their marks are managed by the course Lab Instructors. Please discuss any issues or questions on labs with your Lab Instructor first. Any discrepancy with lab grades must be reported to your Lab Instructor, then the Course Instructor within **seven days** of receiving the marked assignment.

## PLAGIARISM

Academic dishonesty (plagiarism, cheating) is a very serious matter in any academic institution and is dealt with severely at the University of Victoria. *The responsibility of the institution:* 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. *The responsibility of the student:* 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.

[web.uvic.ca/calendar2019-09/undergrad/info/regulations/academic-integrity.html](http://web.uvic.ca/calendar2019-09/undergrad/info/regulations/academic-integrity.html)

## **ACCESSIBILITY**

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a documented disability or health consideration that may require accommodations, please feel free to approach me and/or the Centre for Accessible Learning (CAL) as soon as possible ([uvic.ca/services/cal/](http://uvic.ca/services/cal/)). The CAL staff is available by appointment to assess specific needs, provide referrals, and arrange appropriate accommodations. The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course. **Please note:** You are under no obligation to disclose.

## **POSITIVITY AND SAFETY**

The University of Victoria is committed to promoting, providing and protecting a positive and safe learning and working environment for all its members. To ensure that all class members feel welcomed and equally able to contribute to class discussions, we will all endeavor to be respectful in our language, our examples and the manner in which we conduct our discussions and group work. If you have any concerns about the climate of the class, please contact me.

## **SEXUALIZED VIOLENCE PREVENTION AND RESPONSE AT UVIC**

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting [uvic.ca/svp](http://uvic.ca/svp). If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Sexualized violence resource office in EQHR; Sedgewick C119

Phone: 250.721.8021

Email: [svpcoordinator@uvic.ca](mailto:svpcoordinator@uvic.ca)

Web: [uvic.ca/svp](http://uvic.ca/svp)

## **COPYRIGHT NOTICE**

All course content and materials are made available by instructors for educational purposes and for the exclusive use of students registered in their class. The material is protected under copyright law, even if not marked with a ©. **Any further use or distribution of materials to others requires the written permission of the instructor, except under fair dealing or another exception in the Copyright Act.** Violations may result in disciplinary action under the Resolution of Non-Academic Misconduct Allegations policy (AC1300).

### **COURSE EXPERIENCE SURVEY (CES)**

We value your feedback on this course. Towards the end of term, as in all other courses at UVic, you will have the opportunity to complete an anonymous survey regarding your learning experience (CES). The survey is vital to providing feedback to me regarding the course and my teaching, as well as to help the department improve the overall program for students in the future. The survey is accessed via MyPage and can be done on your laptop, tablet, or mobile device. I will remind you and provide you with more detailed information nearer the time but please be thinking about this important activity during the course.

### **Lecture Topics Tentative Calendar**

<b>Week</b>	<b>Dates</b>	<b>Lab</b>	<b>Due Dates</b>
1	May 10 <sup>th</sup> to May 14 <sup>th</sup>	Lab 1 Spatial Data 7%	Lab 1
2	May 17 <sup>th</sup> to May 21 <sup>st</sup>	Lab 2 Coordinate Systems 7%	Lab 2
3	May 24 <sup>th</sup> to May 28 <sup>th</sup>	Lab 3 Queries 7%	Lab 3
4	May 31 <sup>st</sup> to June 4 <sup>th</sup>	Lab 4 Overlay Analysis 7%	Lab 4
5	June 7 <sup>th</sup> to June 11 <sup>th</sup>	Lab 5 Raster Analysis 7%	Lab 5
6	June 14 <sup>th</sup> to June 18 <sup>th</sup>	Lab 6 Metadata and Web Maps 7%	Lab 6

You will have space on our servers to complete assignments – only materials relating to GEOG 222 can be stored – no personal or private material allowed.

### **DISCLAIMER**

The above schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances.

### **NOTE:**

A note to remind you to take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. All of us benefit from support during times of struggle. You are not alone.

Counselling Services - Counselling Services can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students. [uvic.ca/services/counselling/](http://uvic.ca/services/counselling/)

Health Services - University Health Services (UHS) provides a full-service primary health clinic for students, and coordinates healthy student and campus initiatives. [uvic.ca/services/health/](http://uvic.ca/services/health/)

Centre for Accessible Learning - The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations [uvic.ca/services/cal/](http://uvic.ca/services/cal/). The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course.

Elders' Voices - The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.

[uvic.ca/services/indigenous/students/programming/elders/index.php](http://uvic.ca/services/indigenous/students/programming/elders/index.php)