CS1026B Course Outline
Winter 2026
Section 650

1. Course Information

Course Description – COMPSCI 1026B: Computer Science Fundamentals I
CS 1026 introduces the basic concepts of computer programming and program design. It is intended for students who have interest in learning basic programming skills including those who intend to study Computer Science. This course assumes no previous programming background, although having some experience with programming is an asset. Programming skills will be developed using the Python programming language. Course topics include data types, variables, expressions, program constructs, strings (text), functions, basic data structures (lists, tuples, sets, dictionaries), objects, object-oriented design, classes, modularity, and problem- solving techniques. Programming examples and assignments are taken from a variety of disciplines.

Antirequisite(s):
Computer Science 1025A/B, Computer Science 2120A/B, Data Science 1200A/B, Engineering Science 1036A/B, Digital Humanities 2220A/B.

2. Instructor Information

Instructors	Section	Email	Office	Office Hours
Duff Jones *(Online section)*	650	djone5@uwo.ca		Monday: 12:30 PM – 1:30 PM Zoom link to be provided on OWL
Daniel Servos *(Course coordinator)*	001 & 002	dservos5@uwo.ca		Wednesday: 10:30 AM – 12:30 PM Appointments available via http://danielservos.ca/apt

Email Contact & Forums

We generally try to respond to emails in two business days (non-holiday weekdays). It is important to start working on assignments early, such that we have enough time to respond to your questions before the due date.

If your question is not personal, **you are encouraged to post your question to the course forums** (located on OWL Brightspace). This will allow other students to benefit from your question and **will often lead to receiving your answer sooner.**

Students must use their Western (@uwo.ca) email addresses when contacting their instructor or TAs. **We will be unable to respond to e-mails sent from other email providers** for privacy reasons. Include

the **course code** (CS1026B) and your **section number** in the subject line of emails to avoid your emails being sent to our spam folder.

Please also note that Python source files (files ending in .py) are blocked by Western's e-mail server. If you need to send a Python file to your instructor or TA, please first place it in a zip archive or rename the file extension to .txt. Instructors can also access submissions you have made to Gradescope.

Computer Science Help Centre

Course TAs will be available to assist students with course material and assignments in the Computer Science Help Centre. Hours will be posted once finalized.

3. Class Schedule, Delivery Mode, & Technology Requirements

Delivery Mode
This course will be delivered asynchronously online. Students are expected to watch video lectures and complete all course activities online. There may be synchronous opportunities to discuss lecture material and assignments with the instructor and/or teaching assistant(s). These opportunities will be announced via OWL.

Technical Requirements
You must have access to a computer that can access the Internet, as this is an online course. You also must be able to install the course software listed below on that computer.

PyCharm
We will be using [PyCharm](#) as our integrated development environment (IDE). An IDE makes life easier for us when programming, as it will give us useful features like syntax highlighting, code autocompletion, debugging, language support and more. (It's okay if that all sounds meaningless to you right now—it will make more sense as we delve into the course.)

As a student, if you navigate to [this page](#), you can get a lot of useful development tools for use within the Jet Brains (the makers of PyCharm) ecosystem.

Course Materials
You will also need a web browser and reliable Internet connection capable of viewing lecture videos and submitting assignments online (via Gradescope and OWL Brightspace). You will also need a webcam, microphone, and stable Internet connection for the midterm and final exam remote proctoring (see below), as well as if you would like to attend office hours or other synchronous sessions that may be offered.

You will be required to accept the terms of use and privacy agreements for all required software and services to take this course.

Remote Proctoring Software
This is an online course, so the midterm and final exam will be written remotely. This requires remote proctoring software. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide **personal information** (including some biometric data), and the session will be **recorded**. Completion of this course will require you to have a reliable

Internet connection and a device that meets the technical requirements for this service. More information about this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: https://remoteproctoring.uwo.ca. You will require a webcam, microphone, and stable Internet connection for remote proctoring.

Tentative Topics
- Introduction to Computers & Python
- Variables & Types
- Input/Output
- Conditionals
- Loops
- Functions
- Lists, Tuples, Sets, and Dictionaries
- Exception Handling
- Sorting Fundamentals
- Recursion Fundamentals
- Introduction to Object-Oriented Programming

4. Course Materials

Required Textbook
This course has one *required* eTextbook:

Title: COMPSCI 1026A/B: Computer Science Fundamentals I

zyBook ISBN: 979-8-203-08867-3

zyBook Code: UWOCOMPSCI1026A-BWinter2026

Author: Bailey Miller

UWO Bookstore Link: https://bookstore.uwo.ca/textbook-search?campus=UWO&term=W2025B&courses%5B0%5D=650_UW/CSC1026B

You may either purchase an access key from the Western Book Store or purchase the eTextbook directly from zyBook's site. The price of the text from the Book Store is **$75.00 CDN**. The price of the text from zyBook's site is **$52.50 USD. Note that these are approximately the same price with the conversion rate.** (The bookstore may be cheaper after currency conversion fees charged by your credit card.)

Each week assigned readings from this text will be posted to the OWL Brightspace course site as well as recommended homework and study activities. Completing these readings and the homework the week they are posted is highly recommended. For the online section, the completion of these homework activities constitutes your participation mark. The textbook is online and interactive, so used or physical copies of text are not available.

OWL Course Site
Course material will be posted to OWL: https://westernu.brightspace.com/

Students are responsible for checking the course OWL site (https://westernu.brightspace.com/) and their Western email regularly for news and updates (at *least* once a week before class). This is the primary method by which information will be disseminated to all students in the class. Each week on Monday you **must** check both the announcements and the weekly overview page on OWL.

If students need assistance with the course OWL site, they can seek support on the OWL Brightspace Help page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be contacted by phone at 519-661-3800 or ext. 83800.

5. Methods of Evaluation
Grading Scheme and Assessment Dates

The overall course grade will be calculated as listed below:

Course Element	Weight
Labs (x10)	1% each, 8% in total *(lowest two dropped)*
Weekly Quizzes (x12)	1% each, 10% in total *(lowest two dropped)*
Assignments (x4)	26% in total *(see assignments section for breakdown)*
Participation	10% *(based on zyBooks exercise completion—see below)*
Midterm Exam	16%
Final Exam	30%

Essential Requirements

To be eligible to receive a grade of 50% or higher (i.e., to pass the course), you must achieve:
- at least 40% weighted average[1] on the quizzes, midterm, and final exam
- at least 40% weighted average[1] on the four assignments

If you fail to meet **any** of these conditions, your final mark will be either 45% or your calculated grade, whichever is lower.

To be eligible to receive a grade of 65% or higher (i.e., to be eligible to take COMP 1027), you must achieve:
- at least 50% weighted average[1] on the quizzes, midterm, and final exam
- at least 50% weighted average[1] on the four assignments

If you fail to meet **any** of these conditions, your final mark will be either 60% or your calculated grade, whichever is lower.

The weightings are based on the percent of your final grade each item is worth. If the weight of an assessment is placed on the final exam, due to the flexibility rules or for any other reason, the weighted average will be based on the reweighted percentages.

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[1] This weighted average is calculated by multiplying each assessment score by its assigned weight (the percentage it contributes to the final grade), then adding these values together. This total is divided by the sum of the weights to determine the overall average as a percentage.

5.1. Assignments

There will be Python programming assignments based on topics you learned from the lectures, labs, and zyBooks readings and exercises. Each assignment will require you to implement one or more Python programs based on a given specification (assignment document).

All assignments are due via Gradescope at 11:59 PM[2] on the given due date unless stated otherwise. If an assignment must be cancelled **by the instructors** for any reason, the remaining assignments will be re-weighted to add up to 26%.

A **tentative** *(subject to change)* schedule of assignments is given below *(see the OWL course site for official due dates and assignment descriptions)*:

Assignment	Tentative Due Date	Weight *(of your final grade)*
1	Tuesday, Jan. 20	4%
2	Tuesday, Feb. 10	6%
3	Tuesday, Mar. 10	8%
4	Tuesday, Mar. 31	8%

Assignments will be posted to OWL Brightspace at least one week before the official due date.

Late Coupons & Late Policy
It is expected that students budget enough time to properly submit their assignments via Gradescope and allow for any unforeseen technological issues. Students are expected to regularly back up their assignments and submit well before any deadline.

To allow for flexibility and any unexpected circumstances that may impact your ability to submit assignments a late coupon system is used in this course:

1. Each student will be given **six (6)** *late coupons* in total for the semester that may be used to submit an assignment one day late per coupon without penalty.

2. You can use *at most* **3 late coupons per assignment**.

3. If you submit late and have no late coupons remaining, **a zero grade will be given on the assignment**.

4. If you submit more than three (3) days late, **a zero grade will be given on the assignment** regardless of the number of late coupons you have remaining.

5. Late coupons will **NOT** be replenished. For example, if you use three late coupons on Assignment #1, you will only have three remaining for the rest of the course.

6. Late coupons will be applied automatically when an assignment is submitted late. You are not required to inform the course instructor or TA. If you submit late, one late coupon will be used per 24-hour period.

7. Each late coupon is valid for a 24-hour period only. For example, if an assignment is due on February 3 at 11:59 PM and you submit it on February 4 at 12:00 AM (one minute past 11:59 PM), then this would require one late coupon, as would any submission between 11:59 PM on February 3 and 11:59 PM on February 4. After February 4 at 11:59 PM and up to February 5 at

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[2] All times listed are for the Eastern Time Zone (i.e., the time zone that Western is in).

11:59 PM, two late coupons would be required. After February 5 at 11:59 PM and up until February 6 at 11:59 PM, three late coupons would be required. After February 6 at 11:59 PM, no more submissions will be accepted, and a zero grade will be given on the assignment regardless of how many late coupons you have remaining.

8. **It is the student's responsibility to keep track of how many late coupons they have available throughout the semester.** An item in the OWL Gradebook will be used to track your late coupons, but **this is not updated live** and may be out of date. In case of a discrepancy, the actual number of coupons used (and not what is listed in OWL) will be used for determining any late penalty.

9. Resubmissions are allowed up to three (3) days after the due date but note **that resubmissions after the deadline will be considered late and require a late coupon**, regardless of when the initial submission was made. The date and time of your most recent resubmission will be used for determining lateness.

10. Late coupons must be used before any special circumstances are considered. **This means that you need to consume all late coupons before applying for academic consideration for an assignment.**

11. **After all late coupons are used, no extensions will be given for assignments** except for in the event of serious medical or compassionate grounds. A student must follow the procedure for Academic Accommodation for Medical Illness as given in this document and provide medical documentation to academic advising.

12. **Late coupons cannot be used on any course component except assignments.**

Assignment Rules & Policies
The following rules and policies apply to all assignments:

1. **Gradescope and Automated Tests:**

    a. All assignments must be submitted via Gradescope. No assignments will be accepted via email, OWL, or any other method.

    b. A large portion of each assignment's grade will come from auto-graded tests, and the rest will come from programming style, formatting, logic, comments, etc. Some of the tests will be provided, but other parts of the tests may be hidden from you. You should still do your own testing locally to ensure your code works properly for all valid inputs. **It is your responsibility to ensure the tests run and pass on Gradescope to get full marks.**

    c. Students are expected to leave enough time before the due date to correct any errors indicated by the Gradescope tests. Auto-graded tests will **not** be manually regraded, but you may resubmit an unlimited number of times leading up to the due date.

    d. Any attempts to "hardcode" or otherwise "fool" the autograder will result in a zero grade on that test even if the test shows as passing on Gradescope. Teaching assistants may also remove points for failing to follow rules given in the assignment (e.g., some assignments may forbid the use of certain libraries or require that certain functional and nonfunctional requirements are met).

2. **Regrade Requests:**

    a. If you disagree with the grading of the portions of your assignment that were manually graded by a teaching assistant or have questions about how the mark was determined, you should submit a regrade request via Gradescope **within one (1) week of the assignment being returned to you.** The teaching assistant who marked your assignment will review your request and determine if any adjustment is necessary. If you feel the response to your regrade request was not sufficient, you may bring the issue to the attention of your course instructor (via email).

    b. No regrade requests will be considered if they are submitted outside of Gradescope (e.g., via email), and no regrade requests will be considered after one (1) week of the assignment being returned.

    c. No regrade requests will be considered for automated tests. It is your responsibility to ensure that any automated tests on Gradescope are passed before making your final submission.

3. **Academic Integrity for Assignments:**

    a. **Assignments are to be done individually, not in groups or with the aid of others** (including tutors or using code from online and other sources)**.** Submitted code will be run through a similarity-checking software. Any students with significantly high similarity will be referred to the department's integrity committee and will receive a zero grade. (The integrity committee or Dean's office may apply additional penalties.) **Do not copy or share code in any way. Do not look at or receive another student's code.**

    b. **You may *NOT* use generative AI or tools capable of generating code or comments for assignments.** Use of these tools on assignments will result in a zero grade and referral to the department's integrity committee.

    c. **You may not use code you have previously written from past courses or past terms** without written permission from the course instructor.

    d. **You may not share or otherwise publish your code online (e.g., to GitHub)** until one month after the course has completed. It is your responsibility to ensure any remote backups or version control systems used are private and not publicly accessible.

    e. **You may not write code to intentionally manipulate or interfere with the function of the Gradescope autograder.** This includes attempting to reveal test cases that are intended to be hidden, falsely altering the grade given by the autograder, manipulating due dates, or any action that would violate Gradescope's terms of use.

5.2. Labs

Lab sessions offer an opportunity to become more familiar with the course content. They constitute 8% of the final grade.

Lab instructions will be available on the course website at the start of each week, and **you are expected to complete the lab that week**. The **tentative** (subject to change) lab schedule is shown below:

Lab	Week
1	Jan. 19 to 23
2	Jan. 26 to 30
3	Feb. 2 to 6
4	Feb. 9 to 13
5	Feb. 23 to 27
6	Mar. 2 to 6
7	Mar. 9 to 13
8	Mar. 16 to 20
9	Mar. 23 to 27
10	Mar. 30 to Apr. 3[3]

The following rules and policies apply to the labs offered in this course:

1. The labs begin the week of January 19.

2. To obtain full credit for a lab you must complete the lab in full or demonstrate that you have made a good effort towards completing the lab. Teaching assistants may ask questions about your work to ensure you have understood the topics covered.

3. **Each lab will be available on the Monday of the relevant week, and it is due that Friday by 11:59 PM on Gradescope**. Any lab submitted after the Friday deadline will be considered a missed lab.

4. Each completed lab is worth 1% of your final grade, and your lowest two lab grades will be dropped. Your first two missed labs will count as a zero for the lab grade.

5. If you miss more than two labs, you must submit a documented consideration request to academic advising for your home faculty. If it is approved, the weight of the lab will be moved to the final exam.

5.3. Weekly Quizzes

Each week a short quiz will be posted to the OWL Brightspace course site on Monday at 12:01 AM. This will start the first day of class (January 5). There will be 12 quizzes in total, and each quiz is worth 1% of your final grade with the two lowest quiz grades being dropped. **Each quiz is due on Friday by 11:59 PM on Gradescope.**

All weekly quizzes are open book and open notes. **Allowed resources during quizzes include textbooks, the official Python documentation, lectures, zyBooks, and your own course notes.** Use of generative AI (ChatGPT, Copilot, and others) is not allowed. Quizzes must be done individually and without the aid of others.

No make-up quizzes will be offered. A missed quiz will result in a zero grade on that quiz and count towards the two dropped quizzes. If you miss more than two quizzes, you will need to submit a documented consideration request to academic advising. If it is approved and covers the correct dates (note that most quizzes are open for a week) the weight of the quiz will be moved to your final exam.

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[3] This lab will be due on the final day of classes (April 9) instead of the Friday, as April 3 is a holiday.

5.4. Participation

Participation will be based on completion of exercises in the zyBooks eTextbook. zyBooks calls these exercises "labs." Participation will be assessed in two periods. The first period runs from the beginning of the course up to the day before the midterm, and the second period runs from the day of the midterm up to (and including) the final day of classes. To receive full marks, you must **correctly** solve approximately 80% of the exercises by the end of each assessment period.

Your mark will be pro-rated (rounded down to the nearest 0.5%) based on the number of exercises you correctly solve. So, if you correctly solve 33 exercises during Assessment Period #1, you will receive the full 5% in your participation grade. If you solve 27 of the exercises, you will receive 4% rather than 5%. If you solve 26 of the exercises, you will receive 3.5% for that assessment period.

The results of the two assessment periods are added together to arrive at your final participation grade.

Assessment Period #1:
This section includes all the labs to be completed by the day before the midterm. Completing these labs will provide a solid understanding of the material that will appear on the midterm.

Topic	Exercises	Total Exercises	Date Assessed
Introduction	1.12 - 1.17	6	Feb. 28
Variables/Expressions	2.12 - 2.17	6	Feb. 28
Types	3.10 - 3.13	4	Feb. 28
Branching	4.11 - 4.16	6	Feb. 28
Loops	5.14 - 5.20	7	Feb. 28
Functions	6.18 - 6.24	7	Feb. 28
Lists	7.14 - 7.18	5	Feb. 28
Number of labs required for full 5%		**33/41**	**Feb. 28**

Assessment Period #2:
This section includes all the labs to be completed after the midterm and by the final day of classes (April 9).

Topic	Exercises	Total Exercises	Date Assessed
Files	8.8 - 8.12	5	Apr. 9
Exceptions	9.7 - 9.10	4	Apr. 9
Sets	10.2 - 10.3	2	Apr. 9
Dictionaries	11.6 - 11.10	5	Apr. 9
Classes	14.11 - 14.15	5	Apr. 9
Inheritance	15.6 - 15.7	2	Apr. 9
Number of labs required for full 5%		**18/23**	**Apr. 9**

Given the amount of time flexibility provided in completing these exercises (you can work on any of the exercises at any time), **there will be no opportunity to make up missed exercises.** Exercises

completed after the relevant assessment date will not be considered as part of the total exercises completed.

5.5. Exams

Both exams will make use of remote proctoring. More information can be found above in the subsection entitled "Remote Proctoring Software."

Midterm Exam
The midterm exam is **tentatively** scheduled for **Sunday, March 1 at 7:00 PM** and will be **2 hours long**. The exam will take place via OWL and use remote proctoring (see below).

The midterm exam will cover all course material covered in weeks 1 to 6 (including readings, videos, labs, etc.) and will be **closed book**.

Any midterm absences must be documented and submitted to academic advising for your home faculty. If the consideration request is approved and covers the correct dates, the weight of your midterm will be moved to the final exam.

If your grade on the final exam is higher than the midterm exam, the weight of the midterm exam will be transferred to your final exam. This transfer will only happen if you write the midterm exam; missing the midterm exam without approval will result in a zero grade on the midterm exam regardless of the grade obtained on the final exam.

Final Exam
The final exam will be scheduled by the Registrar's Office. The exam period is from April 12 to 30, 2026 and the exact date and time for our exam will likely be announced in March. This exam will take place online and use remote proctoring (see below).

The final exam is **cumulative**, **closed book**, and is **3 hours in length**.

You must be available during the final exam period. No special (make-up) exam will be offered if you are absent due to avoidable travel conflicts.

5.6. Use of Generative AI Tools

Generative AI tools, such as (but not limited to) ChatGPT, Claude, Copilot, Gemini, DeepSeek, Codex, Amazon Q Developer, Cursor, Zed, Tabnine, or Grok, are **prohibited** and **cannot be used on assignments, zyBooks exercises, nor on tests** (including exams and quizzes) in this course.

Some **labs** and **activities** may permit their use with limitations. If allowed this will be clearly stated in the lab document or activity as well as any limitations. Unless otherwise noted, you should assume their use on labs and in-class activities is prohibited. (Ask your instructor if you are unsure.)

6. Accommodations & Missed Coursework

General information about missed coursework

Students must familiarize themselves with the *University Policy on Academic Consideration – Undergraduate Students in First Entry Programs* posted on the Academic Calendar:
https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

This policy does not apply to requests for Academic Consideration submitted for **attempted or completed work**, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult Accessible Education.

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage:
https://registrar.uwo.ca/academics/academic_considerations/
All requests for Academic Consideration must be made within 48 hours after the assessment date or submission deadline.

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make <u>one</u> Academic Consideration request **without supporting documentation** in this course. However, the following assessments are excluded from this, and therefore always require formal supporting documentation:

- Examinations scheduled during official examination periods (defined by policy).
- The midterm exam (the designated exception allowed in the course syllabus).

When a student *mistakenly* submits their **one** allowed Academic Consideration request **without supporting documentation** for the assessments listed above or those in the **Coursework with Assessment Flexibility** section below, **the request cannot be recalled and reapplied.** This privilege is forfeited.

Essential Learning Requirements

Even when Academic Considerations are granted for missed coursework, the following are deemed essential to earn a passing grade:

- The minimum requirements for the final exam, quiz, midterm, and assignments averages as defined in Section 5 of this document.

Evaluation Scheme for Missed Assessments and Flexibility

Assessment	Evaluation Scheme for Missed Work
Assignments *(less than 3 days late and late coupons remaining)* *Has Flexibility[4]*	You may **use the late coupon system to gain a no penalty grace period** of one day per late coupon (up to 3 late coupons can be used per assignment). See Section 5.1 for full details on the late coupon system. **You may not combine the late coupon system with consideration requests.**
Assignments *(more than 3 days late or no late coupons remaining)*	If the absence cannot be covered by the late coupon system (Section 5.1 for full details), you must submit a documented[5] consideration request to academic advising. If a documented[4] consideration request is approved by academic advising and covers the correct days (at least one day must be before or on the official due date) then the weight of that assignment will be moved to the final exam. Note that consideration requests that only cover days during the late coupon grace period will not be considered. **You may not combine the late coupon system with consideration requests.**
Weekly Quizzes *Has Flexibility[4]*	Each quiz is open for five days before the due date. You are expected to start quizzes well enough in advance of the due date to allow for any technical issues. **Additional flexibility is provided by dropping the two lowest quiz grades**. If you miss more than two quizzes, you must submit a documented[4] consideration request to academic advising that covers a reasonable amount of time between the date the quiz was posted and the due date of the quiz. If the consideration request is approved and covers the correct dates, the weight of the quiz will be moved to the final exam.
Participation *Has Flexibility[4]*	***You must only complete 80%*** *of the exercises to receive full grades. Additionally, you* ***can work on the exercises at any time*** *during the semester. You have access to all exercises (and the knowledge of all exercises that must be completed) from the first day of the course.*
Labs *Has Flexibility[4]*	**The two lowest lab marks will be dropped.** If you do not submit more than two labs, you must submit a documented[4] consideration request to academic advising that covers the due date for that lab. If the consideration request is approved and covers the correct dates, the weight of the lab will be moved to the final exam.
Midterm Exam	If you miss the midterm exam, you must submit a ***documented[4]*** consideration request to academic advising that covers the date/time of the midterm exam. If the consideration request is approved and covers the correct dates, the weight of the midterm will be moved to the final exam. The weight will not be moved to the final exam otherwise for absences (even if your final exam grade is higher).
Final Exam	When a student misses the Final Exam, they must submit a ***documented[4]*** academic consideration request. If the request is approved and covers the exam date, they will be allowed to write the Special Examination (the name given by the University to a makeup Final Exam). See the Academic Calendar for details (under Special Examinations), especially for those who miss multiple final exams within one examination period.

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[4] By policy, instructors may deny academic consideration requests for assessments with built-in flexibility.

[5] Undocumented absences will not be accepted for exams. Please do not send medical documentation to your course instructors or teaching assistants.

7. Additional Statements

Religious Accommodation
When conflicts arise with a religious holiday that requires an absence from the University or prohibits certain activities, students should request an accommodation for their absence in writing to the course instructor and/or the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible, but not later than two weeks prior to the writing of the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays - https://www.edi.uwo.ca

Academic Accommodation Policies
Students with disabilities are encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found at:
   https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic Accommodation_disabilities.pdf.

General Academic Policies
The website for Registrar Services is https://www.registrar.uwo.ca/.

Use of @uwo.ca email: In accordance with policy, https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf, the centrally administered e-mail account provided to students will be considered the individual's official university email address. It is the responsibility of the account holder to ensure that emails received from the University at their official university address are attended to in a timely manner.

Requests for Relief (formally known as "appeals")
Policy on Request for Relief from Academic Decision:
https://uwo.ca/univsec//pdf/academic_policies/appeals/requests_for_relief_from_academic_decisions.pdf

Procedures on Request for Relief from Academic Decision (Undergraduate):
https://uwo.ca/univsec//pdf/academic_policies/appeals/undergrad_requests_for_relief_procedure.pdf

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 the following Web site:

https://uwo.ca/univsec//pdf/academic_policies/appeals/scholastic_offences.pdf

You may also find the Procedures on Scholastic Offences (Undergraduate) here:
https://uwo.ca/univsec//pdf/academic_policies/appeals/undergrad_scholastic_offence_procedure.pdf

Please see the subsections in section 5 for what specifically constitutes an offence for this course.

All required papers and assignments may be subject to submission for textual, metadata, and code similarity review using commercial plagiarism detection software under license to the University for the detection of plagiarism (i.e., Gradescope and/or Measure Of Software Similarity (MOSS)). Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Gradescope (https://www.gradescope.com/).

Support Services
Please visit the Science & Basic Medical Sciences Academic Advising webpage for information on adding/dropping courses, academic considerations for absences, requests for relief, exam conflicts, and many other academic-related matters: https://www.uwo.ca/sci/counselling/.

Students who are in emotional/mental distress should refer to Mental Health@Western (https://uwo.ca/health/) for a complete list of options about how to obtain help.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at https://www.uwo.ca/health/student_support/survivor_support/get-help.html.

To connect with a case manager or set up an appointment, please contact support@uwo.ca.

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. If you have any questions regarding accommodations, you may also wish to contact Accessible Education at http://academicsupport.uwo.ca/accessible_education/index.html

Learning-skills counsellors at Learning Development and Success (https://learning.uwo.ca) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

Western University is committed to a thriving campus as we deliver our courses in the mixed model of both virtual and face-to-face formats. We encourage you to check out the Student Experience website to manage your academics and well-being: https://studentexperience.uwo.ca.

Additional student-run support services are offered by the USC, https://westernusc.ca/services/.