

Geography 341 Syllabus – Fall 2019

Important Note: This syllabus, along with course assignments and due dates, are subject to change. It is the student's responsibility to check CANVAS for corrections or updates to the syllabus. Any changes will be clearly noted in a course announcement or through email.

Course Information

Instructor Information

Instructor: Eric Larsen

Office: Science B331

Office Hours: Monday 1-2 PM, Thursday 11-12 or by appt.

Office Telephone: 715-346-4098

E-mail: elarsen@uwsp.edu

Course Information

Course Description: Develop, use and maintain a geographic-based spatial information system (GIS) for resource management. Acquire and assess spatial data. Compare raster and vector data models. Computer-based geographic data handling, analysis, interpretation, and display. Cartographic and spatial modeling. Available for graduate credit as GEOG 541.

Prerequisite: None

Expected Instructor Response Times

- I will attempt to respond to student emails within 24 hours. If you have not received a reply from me within 24 hours please resend your email.
- I will attempt to grade written work within 72 hours.

Textbook & Course Materials

Required Text: • Geographic Information Systems and Science, Third Edition. Longley, P. A. Goodchild, M.F. Maguire, D.J. Rhind, D.W. John Wiley and Sons, Inc. 2011.

• Additional readings available on CANVAS.

Course Technology Requirements

- Minimum recommended computer and internet configurations for online courses can be found [here](#).
- You will also need a stable internet connection if working off campus. (don't rely on cellular)

Course Structure

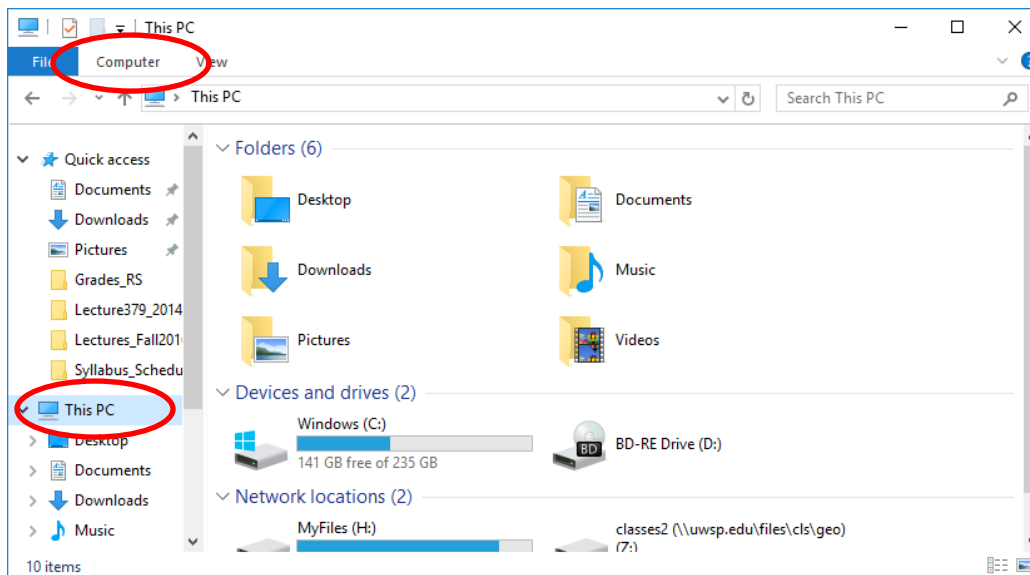
This course will be delivered entirely online through the course management system CANVAS and the Z: drive on the Geography server. The course outline, powerpoints, and readings are on Canvas. The lab portion of the class is principally through the Z: drive (many of you will be familiar with this from other GIS/Remote Sensing courses you have taken). If you are on campus you should already be mapped to the Z: drive. To connect to the Z: drive use the following instructions.

MAPPING TO THE Z: classes2 DRIVE for lab materials (for Windows 10):

Click on the “File Explorer” Menu (bottom of screen, looks like manila folder)

Click on “This PC”

Click on the “Computer” tab (top) and choose “Map Network Drive” on the drop down menu.



In the “Folder” box of the “Map Network Drive” dialog box, type the following:

[\\uwsp.edu\files\cls\geo\classes2](https://uwsp.edu/files/cls/geo/classes2)

(Important Note – make sure you use the correct backslash! (otherwise it won’t work)

And you will be connected to the Z: classes 2 area where the 341 lab materials reside

Student Expectations

In this course you will be expected to complete the following types of tasks.

- communicate via email
- complete basic internet searches

- download and upload documents to the LMS/CANVAS
- read documents online
- view online videos
- participate in online discussions
- complete quizzes/tests online
- upload documents to Canvas and the UWSP Z:drive

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with CANVAS you can:

- Seek assistance from the [IT Service Desk](#) (Formerly HELP Desk)
 - o IT Service Desk Phone: 715-346-4357 (HELP)
 - o IT Service Desk Email: techhelp@uwsp.edu

Course Learning Outcomes

Competencies addressed in this course are tied to the Geographic Information Science and Technology (GIS&T) Body of Knowledge and the Geospatial Technology Competency Model (United States Department of Labor Employment and Training Administration). After successful completion students will be able to:

1. Describe fundamental principles of a GIS and its core components.
2. Acquire and interpret GIS data and metadata in various file formats.
3. Describe measurement systems, geographic representations, GIS data models, and GIS data collection.
4. Plan, create, encode, and assess GIS data in various formats.
5. Plan, conduct and assess GIS data queries and core vector spatial analysis techniques.
6. Discuss various ethical and societal issues in GIS&T.

Grading Policies-Evaluation

Student Evaluation: Your grade will be based on examinations, quizzes, lab exercises, and participation in on-line discussions.

Examinations: There will be one midterm and one final examination in this course. The final exam is comprehensive and will cover content from the entire course. If you miss the exam without prior coordination with the instructor, you will be assigned zero points.

Lab Exercises: The lab component of this course includes hands-on GIS lab exercises. You will incorporate what you learn in the readings and powerpoints to the lab exercises.

On-Line Discussions: Principally the “Ethics” unit, you will work with a group to solve an ethical problem associated with GIS technology.

Accessing Lab Exercise Data and Saving your Work

Lab exercises are primarily conducted on a campus server referred to as the Z: drive . Each student is assigned a folder on the Z: drive. You will find instructions for accessing your Z: drive folder in CANVAS in the Syllabus & Schedule folder. If you are enrolled in the class, you should already be mapped to the network drive to this server location:

z:\uwsp.edu\files\CLS\GEO\classes2

If not, instructions are given in the “Course Structure” section above.

Lab exercises should be saved in your student folder on the Z: drive.

Lab Expectations:

- Lab exercises vary in length. In general, lab exercises take 2-6 hours to complete.
- Grading rubrics are provided with each exercise. Follow the grading rubric!
- You are highly encouraged to seek instructor support during office hours. Alternative arrangements can be made by appointment.
- Lab assistance is not generally available during weekends and evenings; you must plan accordingly to receive instructor assistance!

Lab Exercise Due Dates: Lab due dates are specified on CANVAS and in the course schedule. Instructor assistance is not available during weekends and evenings; it is recommended you give yourself time to consult with me during the day if you have difficulties with the labs.

Penalty for late Lab Exercises: It is very important to adhere to due dates in an on-line class. Late lab exercises are subject to a **25%** deduction of the total possible points for late labs. Late labs will NOT be accepted 2 weeks after their assigned due date.

Lab Policies: Arc GIS software is available in most UWSP computer labs. The Geography Department’s GIS labs in B308/B310 and D326 are available for you to work on lab exercises when another course is not using the room. You may check out Science Building and room keys for the semester from the Geography Department Associate in Science Building, room D332. The B308 door must be closed and locked at all times after normal operating hours (typically 8:00am-5:00pm Monday through Friday). Failure to comply may result in loss of room keys and afterhours access.

Grades: The course grading scheme is as follows:

Item	Total Points Available	Percent of Grade
Midterm Exam 1	100 (percent score on exam)	25%
Final Exam 2	100 (percent score on exam)	25%
Lab Exercises	200 (percent score, all labs x 2)	50%
Total	400 points	100%

Example for calculating grades: Let’s say you earned the following scores for your work:

Exam 1	87% of total points	=87/100 points
Exam 2	94% of total points	=94/100 points
Lab Exercises	90% of total points	=180/200 points
Total		361/400 = 90.25%

You accumulated 90.25% of available points so your grade would be an A- (see below)

Grades:

A	>= 93%	C	73-76%
A-	90-92%	C-	70-72%
B+	87-89%	D+	67-69%
B	83-86%	D	60-66%
B-	80-82%	F	<60%
C+	77-79%		

Participation

Students are expected to participate in all online activities as listed on the course calendar.

Complete Assignments

All lab assignments need to be stored in your personal Z drive folder with a time stamp at or before the due date. Assignments must be submitted by the given deadline or special permission must be requested from instructor *before the due date*. Extensions will not be given beyond the next assignment except under extreme circumstances.

Late Work Policy

It is very important to adhere to due dates in an on-line class. Late lab exercises are subject to a **25%** deduction of the total possible points. Late labs will **ONLY** be accepted for 2 weeks past the due date.

Letter Grade Assignment

Letter Grade	Percentage
A	93-100%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%
D+	67-69%
D	60-66%
F	0-59%

Course Policies

Netiquette Guidelines

Netiquette is a set of rules for behaving properly online. Your instructor and fellow students wish to foster a safe online learning environment. All opinions and experiences, no matter how different or controversial they may be perceived, must be respected in the tolerant spirit of academic discourse. You are encouraged to comment, question, or critique an idea but you are not to attack an individual. Working as a community of learners, we can build a polite and respectful course community.

The following netiquette tips will enhance the learning experience for everyone in the course:

- Do not dominate any discussion.
- Give other students the opportunity to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Popular emoticons such as ☺ or / can be helpful to convey your tone but do not overdo or overuse them.
- Avoid using vernacular and/or slang language. This could possibly lead to misinterpretation.
- Never make fun of someone's ability to read or write.
- Share tips with other students.
- Keep an "open-mind" and be willing to express even your minority opinion. Minority opinions have to be respected.
- Think and edit before you push the "Send" button.
- Do not hesitate to ask for feedback.
- Using humor is acceptable

Build Rapport

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that we can help you find a solution.

Understand When You May Drop This Course

It is the student's responsibility to understand when they need to consider unenrolling from a course. Refer to the UWSP [Academic Calendar](#) for dates and deadlines for registration. After this period, a serious and compelling

reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Incomplete Policy

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if [\[insert condition here\]](#). All incomplete course assignments must be completed within [\[insert timeframe here\]](#).

Inform Your Instructor of Any Accommodations Needed

If you have a documented disability and verification from the [Disability and Assistive Technology Center](#) and wish to discuss academic accommodations, please contact your instructor as soon as possible. It is the student's responsibility to provide documentation of disability to Disability Services and meet with a Disability Services counselor to request special accommodation *before* classes start.

The Disability and Assistive Technology Center is located in 609 Albertson Hall and can be contacted by phone at (715) 346-3365 (Voice) (715) 346-3362 (TDD only) or via email at datctr@uwsp.edu

Statement of Policy

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability.

If modifications are required due to a disability, please inform the instructor and contact the Disability and Assistive Technology Center in 609 ALB, or (715) 346-3365.

Commit to Integrity

As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

UWSP Academic Honesty Policy & Procedures

Student Academic Disciplinary Procedures

UWSP 14.01 Statement of principles

The board of regents, administrators, faculty, academic staff and students of the university of Wisconsin system believe that academic honesty and integrity are fundamental to the mission of higher education and of the university of Wisconsin system. The university has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students who violate these standards must be confronted and must accept the consequences of their actions.

UWSP 14.03 Academic misconduct subject to disciplinary action.

- (1) Academic misconduct is an act in which a student:
 - (a) Seeks to claim credit for the work or efforts of another without authorization or citation;
 - (b) Uses unauthorized materials or fabricated data in any academic exercise;
 - (c) Forges or falsifies academic documents or records;
 - (d) Intentionally impedes or damages the academic work of others;
 - (e) Engages in conduct aimed at making false representation of a student's academic performance; or
 - (f) Assists other students in any of these acts.

(2) Examples of academic misconduct include, but are not limited to: cheating on an examination; collaborating with others in work to be presented, contrary to the stated rules of the course; submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another; submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas; stealing examinations or course materials; submitting, if contrary to the rules of a course, work previously presented in another course; tampering with the laboratory experiment or computer program of another student; knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

Religious Beliefs

Relief from any academic requirement due to religious beliefs will be accommodated according to UWS 22.03, with notification within the first week of class.