Carleton University
Winter 2024
College of the Humanities
DIGH 2002 / ENGL 2401: Digital Humanities: Theory and Method

Topic: "Immersive Storytelling"
Prerequisites: second-year standing.

Wednesdays & Fridays, 14:35 – 15:55
Location: Online (Zoom and Brightspace)
Format: Online (Blended)

Instructor: Prof. Brian Greenspan
Office Hours: TBA
Phone: (613) 520-2600 ext. 2360
Email: brian.greenspan@carleton.ca
Website: http://brightspace.carleton.ca

(N.B. please include "2002" or "2401" in the subject line of all e-mails**)**

January 8	Winter term begins.
January 19	Last day for registration and course changes (including auditing) in Winter term courses.
January 31	Last day to withdraw from Winter term courses with a full fee adjustment (financial withdrawal).
February 19	Statutory holiday. University closed.
February 19-23	Winter Break. No classes.
March 15	Last day for academic withdrawal from Winter and Fall/Winter courses.
March 29	Statutory holiday. University closed.
April 10	Last day of Winter term classes. Classes follow a Friday schedule. Last day for handing in term work and the last day that can be specified by a course instructor as a due date for term work. Last day for take-home examinations to be assigned.

Course Description: A multidisciplinary survey of core theories, methodologies and tools within the Digital Humanities. Assignments will include collaborative work and applied projects.
Includes: Experiential Learning Activity
Also listed as DIGH 2002.
Prerequisite(s): second-year standing or permission of the department.
Lecture and workshop three hours a week.

Storytelling is one of the fundamental means through which we understand, interpret, and interact with culture, society, and the world, but the media that we use to communicate influence the kinds of stories we can tell. How do new interactive technologies affect our ability to tell immersive stories, and what does it even mean to tell authentic stories in the era of social media, deep fakes, digital games, Artificial Intelligence and Virtual Reality?
    This course will explore how our understanding of authenticity and fictionality are troubled, eroded and perhaps enhanced by new media. We will read select fictions about new and social media, and learn to critique them in light of recent media theory. We will survey new approaches to analyzing fictional narratives and storyworlds, and learn to use new Virtual and Augmented Reality tools for interactive and immersive storytelling.
    No special computing or prior programming experience are required, though students will need access to a computer to get the most out of our online workshops. As in other humanities courses, you will be expected to read English-language texts (fictional, critical, or otherwise) and write about them in scholarly prose. Assignments may include conventional essays, critical assessments of texts and digital media artifacts, digital design projects and presentations, a capstone essay or project, and a final exam.

Learning Outcomes: Students will learn the fundamentals of narratological analysis and narrative design. They will gain literacy in new media by analyzing and authoring digital texts and artefacts in different media, and learn new approaches to

humanities scholarship enabled by digital media. By working individually or collaboratively on projects involving new media authoring platforms, students will develop technological and design skills, and learn to present their ideas persuasively through spoken, written, visual, and procedural rhetorics. Through ongoing discussion and debate, they will develop strategies for evaluating digital culture critically.

Required Texts: You will need to purchase one text, *The Stanley Parable*, which is available via the Steam online store: https://store.steampowered.com/app/221910/The_Stanley_Parable.

All other readings will be freely available online, through our Brightspace site, or through MacOdrum Library and the Ares Reserve system. We will also explore various digital tools, platforms, and projects, along with some rudimentary programming and design (no prior experience required).
 N.B. Literary texts represent the full range of human experiences, some of which may be disturbing to some readers.

Course Calendar: This is an **online blended course**, meaning some of our classes will take place synchronously online at our regularly scheduled class time, while others may include asynchronous online video seminars, Brightspace Modules, Forum discussions, and other activities. Most classes, whether synchronous or asynchronous, will have associated readings--usually articles. stories, and games--that will form the basis of our discussion. Each reading should be completed in advance of the class in which it is assigned. Some days will also include optional Bonus Readings to help you level up.
 All online Modules and Forum discussions will be linked to our Brightspace course site. Our synchronous meetings will take place using the **Zoom** platform via Brightspace. Some classes will involve **Workshops** in which we explore new digital tools and platforms together, and **Group Discussions** in break-out rooms. Classes will be recorded for evaluation purposes only.
 Those who install the Zoom app are encouraged to create a free Zoom account **using their *cmail.carleton.ca* email account**.

In order to score marks for Collaboration, you will be expected to be present and on camera for the duration of our Zoom meetings. You are welcome to use a virtual background, and can of course turn your camera off briefly for moments of privacy, as long as you are on camera for most of the class. If for some reason you will be unable to enable your camera, please inform the instructor in writing well before the class begins that you are seeking an accommodation.
 You will also have the opportunity to participate in our discussions verbally and/or through the Zoom chat window. You can join our Zoom meetings with the current link provided on Brightspace.
 You can also dial into any class meeting by phone, using the Zoom ID Codes that will be provided in advance on Brightspace and one of Zooms' toll-free numbers:

 +1 647 374 4685 (Ontario)
 +1 647 558 0588 (Ontario)

Local numbers for users located outside of Ontario can be found at: https://zoom.us/u/acKFv2t3c.
For instructions on installing or running Zoom, please visit Carleton Online: https://carleton.ca/online.
For more Brightspace support, please visit Brightspace Support: https://carleton.ca/brightspace.

For the best experience, please **read or play the day's assigned texts in advance of class**. Bonus readings are optional (unless required for an assignment), and can be explored at your leisure.

* N.B. Due to ever-changing circumstances, it is possible that some of our scheduled Zoom sessions will be held through our Brightspace Learning Modules and Forum instead, or vice-versa. You will be notified well in advance of any change of online venue.

Only the latest versions of the Syllabus and Calendar posted on the course Brightspace site are the official versions.

Legend:

Ares =   Available through Ares, MacOdrum Library Reserves, via Brightspace

Ribó = Ignasi Ribó, Prose *Fiction: An Introduction to the Semiotics of Narrative*
          https://www.openbookpublishers.com/books/10.11647/obp.0187

January

10   **Introduction: Immersive? Storytelling?**

12   **What is a story?**
          Read: Ribó Ch. 1.1, "What is Narrative?" (pp. 2-3)
                     Ribó Ch. 1.4, "Story and Discourse" (pp. 9-11)
                     Charles Perreault, "Cinderella," trans. Angela Carter (Ares)
                     Emma Donoghue, "The Tale of the Shoe" (Ares)

17   **Immersive Storytelling I**
          Read: Ernest Hemingway, "Hills Like White Elephants" (Ares)
                     Tobias Wolff, "Bullet in the Brain" (Ares)
                     Ribó Ch. 2, "Plot" (pp. 17-31)

          Bonus: Jo Walton, "SF Reading Protocols"   https://www.tor.com/2010/01/18/sf-reading-protocols

19   **Immersive Storytelling II**
          Read: Marie-Laure Ryan, "Varieties of Immersion: Spatial, Temporal, Emotional" (Ares)
                     Emily Parker, "The Truth Is All There Is"
                          https://slate.com/technology/2020/01/truth-is-all-there-is-short-story.html

24   **Algorithmic Storytelling**
          Read: Alexander Weinstein. "Our Year of Nostalgia" (Ares)

          Bonus: Darko Suvin, "On the Poetics of the Science Fiction Genre"
                          https://ocul-crl.primo.exlibrisgroup.com/permalink/01OCUL_CRL/
                          1ortgfo/cdi_proquest_journals_1290104741

          Assignment #1 DUE

26   **Interactive Storytelling I**
          Play: Emily Short, *Galatea*   https://ifdb.org/viewgame?id=urxrv27t7qtu52lb

          Bonus: Janet H. Murray, "Eliza's Daughters" (Ares)

31   **Interactive Storytelling II: Workshop**
          Read: Porpentine Charity Heartscape, "Creation under Capitalism and the Twine Revolution"
                          http://nightmaremode.thegamerstrust.com/2012/11/25/creation-under-capitalism

                     plus *either* Porpentine, "howling dogs" https://xrafstar.monster/games/twine/howlingdogs

                     or another story of your choice from: http://slimedaughter.com/games

          Bonus: N. Katherine Hayles and Nick Montfort, "Interactive fiction"
                          https://oculcrl.primo.exlibrisgroup.com/permalink/01OCUL_CRL/1ortgfo/
                          cdi_informaworld_taylorfrancisbooks_10_4324_9780203116968_41_version2

February

2   **Interactive Storytelling III: Workshop**

Read: Janet Murray. "Affordances of the Digital Medium"
https://ocul-crl.primo.exlibrisgroup.com/permalink/01OCUL_CRL/1ortgfo/cdi_jstor_books_j_ctt5hhjgg_7

7   **Factual and Fictional Storytelling**
Read: Edgar Allan Poe, "The Facts in the Case of M. Valdemar"
https://www.gutenberg.org/files/2148/2148-h/2148-h.htm#chap2.6
James Hansen, "In the Year 2525" (Ares)

9   **Digital Storytelling: Workshop**

14   **Virtual Storytelling I**   (*** Asynchronous Class** – no Zoom meeting)
Read: James Tiptree, Jr., "The Girl Who Was Plugged In" (Ares)
View: **Brightspace Modules**

16   **Virtual Storytelling II**   (*** Asynchronous Class** – no Zoom meeting)
Read: William Gibson, "Johnny Mnemonic" (Ares)
Jonathan Lethem, "How We Got In Town and Out Again" (Ares)
View: **Brightspace Modules**

19-23   **Winter Break**

26   **Assignment #2 –DUE**

28   **Virtual Storytelling III: Workshop**

March
1   **Worldbuilding I**
Read: Ray Bradbury, "There Will Come Soft Rains" (Ares)
Nancy Kress, "Nano Comes to Clifford Falls" (Ares)
Ribó Ch. 3, "Setting" (pp. 33-45)

6   **Worldbuilding II**
Read: Sandra Cisneros, "Barbie-Q" (Ares)
Ribó Ch. 5.4, "Telling and Showing"

Play: shelley and pamela jackson, *the doll games*
http://ineradicablestain.com/dollgames/contents.html

8   **Worldbuilding III: Workshop**
Play: *Golden Days, Silver Nights*
https://collection.eliterature.org/4/golden-days-silver-nights

Bonus: Jay David Bolter et al., "What Are Augmented Reality and Virtual Reality?"
https://ocul-crl.primo.exlibrisgroup.com/permalink/01OCUL_CRL/1ortgfo/cdi_swepub_primary_oai_DiVA_org_mau_47380

13   **Worldbuilding IV: Workshop** (*** Asynchronous Class** – no Zoom meeting)

View: **Brightspace Modules**

Assignment #3: DUE

15   **Stories of Love, Death, and Media** (*** Asynchronous Class** – no Zoom meeting)

Read: Alyssa Wong, "All the Time We've Left to Spend"
https://firesidefiction.com/all-the-time-weve-left-to-spend
Cory Doctorow, "Scroogled"
https://web2.mlp.cz/koweb/00/04/24/15/29/pwning_tomorrow.pdf

View: **Brightspace Modules**

20 **Stories and Games I**
Play: Galactic Cafe, *The Stanley Parable* (on Steam)
https://store.steampowered.com/app/221910/The_Stanley_Parable

22 **Stories and Games II**
Read: Henry Jenkins, "Game Design as Narrative Architecture"

Bonus: Jesper Juul, "Games Telling stories? A brief note on games and narratives"
http://gamestudies.org/0101/juul-gts

27 **Stories and Games III**
Read: Django Wexler, "Real" (Ares)

Jane McGonigal, "'This Is Not a Game': Immersive Aesthetics and Collective Play"
http://citeseerx.ist.psu.edu/viewdoc/summary?doi=10.1.1.107.4842

Bonus: Ian Bogost, "Playing Politics: Videogames for Politics, Activism, and Advocacy"
https://firstmonday.org/ojs/index.php/fm/article/view/1617/1532

29 **Statutory holiday - University closed**

April
3 **Transmedia Storytelling I**
Read: Henry Jenkins, "Transmedia Storytelling 101"
http://henryjenkins.org/2007/03/transmedia_storytelling_101.html

5 **Re-reading Stories: CYOA**

Assignment #4: DUE

10 **Review**

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Evaluation

1.	**Brief Story Analysis** (250-300 words)	**DUE** January 24	5%
2.	**Interactive Storytelling** (500-750 words)	**DUE** February 26	10%
3.	**Virtual Reality Storytelling** (1000 words)	**DUE** March 13	20%
4.	**Augmented Reality Story, Essay or Game** (1250 words)	**DUE** April 5	30%
5.	**Collaboration**	throughout the term	10%
6.	**Final Exam (in-person)** *		25%

* N.B. You must complete all assignments and pass the Final Exam in order to pass the course. The Final Exam will be held in-person. Only students who achieve at least 51% average in all assignments excepting the Final Exam will be considered to be in good standing and entitled to write a deferred Final Exam. Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

Full details of all assignments will be made available on Brightspace.

1. Brief Story Analysis (250-300 words, **DUE January 24)** **5%**
For this warm-up assignment, you'll be asked to provide a very brief post to our course Forum analyzing a short fictional narrative.

2. Interactive Storytelling (500-750 words, **DUE February 16)** **10%**
You'll get to try your hand at building an interactive essay, story, or game on a given topic (assigned online) using a digital authoring platform. We'll learn to use these platforms and discuss the assignment in detail in class.

3. Virtual Reality Storytelling (1000 words, **DUE March 13)** **20%**

Rather than start from scratch, you'll be asked to adapt your Interactive Storytelling assignment for a Virtual Environment. We'll explore possible approaches and VR authoring tools together in class.

4. Augmented Reality Storytelling (1250 words, **DUE April 3**)   **30%**

Building on your previous assignments, you'll have the opportunity to create an original Augmented Reality (AR) essay, story, or game set within a real-world environment. All the skills and tools you'll need will be provided in class.

5. Collaboration (throughout the term)   **10%**

For full marks, you are expected to show up to all classes with your Zoom camera turned on, and to contribute constructively to the discussion, whether orally or through the chat function. You'll also be expected to contribute to Group Discussions in break-out rooms during class.

6. Final Exam   **25%**

This in-person exam will be centrally scheduled and held on campus. You must pass the Final Exam in order to pass the course.

Grading Criteria

Although specific grading criteria will be posted online along with each assignment, all assignments are expected to advance an original thesis or argument while making effective use of your chosen medium of expression. Assignments should be interpretive and critical, and you should feel free to refer to, endorse, and/or interrogate concepts presented in class or in our secondary readings. You'll be graded on the sophistication of your expression (whether verbal, audio-visual, or procedural) and its appropriateness to the assigned topic; critical insight and originality; attention to detail; knowledge of and attention to any primary or secondary texts cited; your command of critical discourse as explored in class and in our readings; organization; and style (including grammar and citation format). Grades will be returned through Brightspace.

Collaboration: Students will be encouraged to discuss and develop their assignments with their classmates. Anyone wishing to collaborate more formally on any assignment must have advance approval in writing from the Instructor.

Generative AI Tools: The use of any generative AI tool for any part of any assignment is strictly forbidden, and is considered a violation of academic integrity standards, unless Prof. Greenspan has given you advance and explicit permission in writing to use AI for a specific assignment.

Online Protocols: Please remember that Brightspace is not a social media platform, but a virtual extension of our classroom, and therefore is subject to the University's conduct regulations. At all times, you must respect your fellow classmates, and try to keep the discussion relevant to our course goals. When in doubt, follow **The Golden Rule of Netiquette:** *Don't post any comment you wouldn't read aloud in class or speak f2f*. For more tips on Netiquette and on succeeding in **Online Interaction and Engagement**, visit: https://carleton.ca/online/online-learning-resources.

Submitting Assignments: All assignments must be submitted through Brightspace on or before the deadline. **Please don't e-mail assignments to me.** It is important that you submit each assignment through Brightspace, as doing so provides proof that you have submitted it on time. Assignments not submitted through Brightspace will not be considered for grading, and will score 0. Graded assignments and feedback will be returned through Brightspace.

Assignments submitted to other courses, in whole or in part, will not be accepted for credit and will score 0 unless you have prior permission to re-use the assignment or part thereof from Prof. Greenspan.

* N.B. To avoid potential sanction, please retain all rough work, including digital files. The instructor reserves the right to request all rough work, and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.

<u>**Extensions, Late Assignments and Special Accommodations**</u>

  • All assignments are expected to be submitted on time, unless you have: i) a medical note from a doctor explaining that you could not complete the assignment; ii) an explanatory note from the Paul Menton Centre (See Academic Accommodation, below); or iii) special written permission for an extension from Prof. Greenspan.

  • **You may submit any of the first 4 assignments up to 3 days late without penalty**; however, late or extended assignments will not receive extensive feedback.

  • Assignments submitted more than 3 days late will be docked 5%/day, up to a maximum of 15%. **Assignments handed in more than 6 days past the due date will not be accepted, and will score 0**, unless you have an extension in writing from Prof. Greenspan. In other words, plan ahead, develop a work schedule, and stick to it. <u>Any request for an extension beyond 3 days must be submitted by email to Prof. Greenspan at least one week before the due date.</u>

Delays do sometimes occur as a result of computer errors. However, <u>responsibility for your work rests ultimately with you</u>. Be sure to back up your work regularly as you write. That way, if your computer fails, you can always locate another one to finish your work. Remember the LOCKSS principle (Lots of Copies Keeps Stuff Safe).

Documentation

You are expected to document any and all primary and secondary sources referred to (whether directly or indirectly) in your assignments, including sources for websites, musical, visual and electronic information. **The MLA style of parenthetical references with a Works Cited page, as detailed in the MLA Handbook (8th ed.), is the only acceptable method of documentation** (see http://www.mla.org/style). For quick guidelines and examples, see: https://www.uvic.ca/library/assets/docs/mla.pdf.

It's your responsibility to educate yourself on how to avoid plagiarism through careful research habits and the proper documentation of sources. **Any failure to document sources, <u>whether deliberate or inadvertent</u>, will carry heavy sanctions**, and may result in a failing grade or expulsion (see Academic Integrity, below), so please double-check your Works Cited before submitting assignments. Make sure you know both the University's policies on plagiarism, and the MLA Handbook guidelines for referencing sources. The first student to post the phrase "it was the blurst of times" to our Brightspace Forum receives an extra 5%. If you're still in doubt about what constitutes plagiarism or about the legitimacy of a citation or reference, please ask me or your T.A., or check with the Academic Writing Centre and Writing Tutorial Service (See Helpful Student Services, below).

To avoid potential sanction, <u>please retain all rough work</u>. **The instructor reserves the right to request all rough work, and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.**

Statement on Plagiarism

It is particularly important in this class that students understand and meet academic integrity standards, and are sure they do not violate these standards through plagiarism.

The University Academic Integrity Policy defines plagiarism as "presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own." This includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:
- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT);
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another's data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own; and
- failing to acknowledge sources through the use of proper citations when using another's work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course's instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

Any secondary sources incorporated into your papers, including essays on Ares Reserve, must be cited appropriately. If you have any questions about when and how to cite sources, do not hesitate to ask Prof. Greenspan. If I suspect that an essay has been plagiarized <u>either deliberately or inadvertently</u>, I am required to submit the essay to the Dean, who will conduct a thorough investigation into the case and administer penalties. The penalties for plagiarism are severe, ranging from failure to expulsion from the university. It's not worth the risk!

Carleton has other important policies regarding tests and examinations. Be sure you understand the standards so as to avoid any academic misconduct.

N.B. To avoid potential sanction, please retain all rough work. **The instructor reserves the right to request all rough work,**

and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.

For more helpful information visit the Academic Advising Centre: http://carleton.ca/academicadvising.

Statement on Student Mental Health

As a University student you may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you. Here is a list that may be helpful:

Emergency Resources (on and off campus): https://carleton.ca/health/emergencies-and-crisis/emergency-numbers/

Carleton Resources:
• Mental Health and Wellbeing: https://carleton.ca/wellness/
• Health & Counselling Services: https://carleton.ca/health/
• Paul Menton Centre: https://carleton.ca/pmc/
• Academic Advising Centre (AAC): https://carleton.ca/academicadvising/
• Centre for Student Academic Support (CSAS): https://carleton.ca/csas/
• Equity & Inclusivity Communities: https://carleton.ca/equity/

Off Campus Resources:
• Distress Centre of Ottawa and Region: (613) 238-3311 or TEXT: 343-306-5550, https://www.dcottawa.on.ca/
• Mental Health Crisis Service: (613) 722-6914, 1-866-996-0991, http://www.crisisline.ca/
• Empower Me: 1-844-741-6389, https://students.carleton.ca/services/empower-me-counselling-services/
• Good2Talk: 1-866-925-5454, https://good2talk.ca/
• The Walk-In Counselling Clinic: https://walkincounselling.com

Information on Health Measures
It is important to remember that COVID is still present in Ottawa. The situation can change at any time and the risks of new variants and outbreaks are very real. There are a number of actions you can take to lower your risk and the risk you pose to those around you including being vaccinated, wearing a mask, staying home when you're sick, washing your hands and maintaining proper respiratory and cough etiquette.

Feeling sick? Remaining vigilant and not attending work or school when sick or with symptoms is critically important. If you feel ill or exhibit COVID-19 symptoms do not come to class or campus. If you feel ill or exhibit symptoms while on campus or in class, please leave campus immediately.

Masks: Carleton has paused its mandatory mask mandate as of June 25, 2022. Even though masks will no longer be mandatory, **we continue to strongly recommend masking when indoors**, particularly if physical distancing cannot be maintained. For more information please visit https://carleton.ca/covid19/policies-and-protocols/mask-policy/.

Vaccines: While proof of vaccination is no longer required as of May 1 to attend campus or in-person activity, it may become necessary for the University to bring back proof of vaccination requirements on short notice if the situation and public health advice changes. Students are strongly encouraged to get a full course of vaccination, including booster doses as soon as they are eligible. Please note that Carleton cannot guarantee that it will be able to offer virtual or hybrid learning options for those who are unable to attend the campus.

All members of the Carleton community are required to follow requirements and guidelines regarding health and safety which may change from time to time. For the most recent information about Carleton's COVID-19 response and health and safety requirements please see the University's COVID-19 website and review the Frequently Asked Questions (FAQs). Should you have additional questions after reviewing, please contact covidinfo@carleton.ca.

ACADEMIC ACCOMMODATION

Informal accommodation due to short-term incapacitation: [provide information on your requirements for short-term informal accommodations. If you require supporting documentation, you may only request the Self-Declaration for Academic Considerations form (https://carleton.ca/registrar/wp-content/uploads/self-declaration.pdf) which replaces medical notes.]

Pregnancy: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally scheduled final exam, you must complete the Pregnancy Accommodation Form.

Religious obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details click here.

Academic Accommodations for Students with Disabilities: The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, please request your accommodations for this course through the Ventus Student Portal at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). Requests made within two weeks will be reviewed on a case-by-case basis. For final exams, the deadlines to request accommodations are published in the University Academic Calendars. After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally scheduled exam (if applicable).

Survivors of Sexual Violence: As a community, Carleton University is committed to maintaining a positive learning, working, and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: https://carleton.ca/equity/sexual-assault-support-services

Accommodation for Student Activities: Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf

Helpful Student Services

CU Online has lots of great advice for managing online courses: https://carleton.ca/online.

The **Centre for Student Academic Support** (http://carleton.ca/csas/) offers valuable support for writing and research, such as **Writing Services** (https://carleton.ca/csas/writing-services).

Carleton Health and Counselling Services (http://www.carleton.ca/health/) offers comprehensive health care, including counselling of personal problems and emotional distress. 2600 Carleton Technology & Training Centre.

For other services and support, visit http://www.carleton.ca/studentsupport.

Contacting Your Instructor

I am available for Zoom meetings during my virtual office hours on a first-come, first-serve basis to discuss issues directly related to the course. Office hours will be posted on our Brightspace course site.

E-mail is the most reliable means of contacting me. You can send me a message by e-mail from your Carleton account any time of day or night, and I will respond in good time (usually within 3 working days). For a timely response, be sure to use your Carleton e-mail account, and to include the course number ("2002" or "2401") in the subject line of your message.

Copyright and ownership of class lectures and other materials remains vested with the instructor, and cannot be shared, recorded, captured, copied, reproduced, loaned, published, uploaded, or disseminated in any way or through any medium.

University Regulations for All College of the Humanities Courses (Updated December 12th 2023)

Academic Dates and Deadlines

This schedule contains the dates prescribed by the University Senate for academic activities. Dates relating to fee payment, cancellation of course selections, late charges, and other fees or charges will be published in the Important Dates and Deadlines section of the Registration Website.

Copies of Written Work Submitted

Always retain for yourself a copy of all essays, term papers, written assignments or take-home tests submitted in your courses.

Online Learning Resources

On this page, you will find resources collected by Carleton Online to help you succeed in your online courses; Learning Strategies and Best Practices, Study Skills, Technology and Online Interaction and Engagement.

Academic Integrity Policy

The University Academic Integrity Policy defines **plagiarism as *"presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own."*** This includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT);

- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;

- using another's data or research findings without appropriate acknowledgement;

- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own; and

- failing to acknowledge sources through the use of proper citations when using another's work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course's instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an

instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

Co-operation or Collaboration
An important and valuable component of the learning process is the progress a student can make as a result of interacting with other students. In struggling together to master similar concepts and problems and in being exposed to each other's views and approaches, a group of students can enhance and speed up the learning process. Carleton University encourages students to benefit from these activities which will not generally be viewed as a violation of the Policy. With the exception of tests and examinations, instructors will not normally limit these interactions.

Students shall not co-operate or collaborate on academic work when the instructor has indicated that the work is to be completed on an individual basis. Failure to follow the instructor's directions in this regard is a violation of the standards of academic integrity. Unless otherwise indicated, students shall not co-operate or collaborate in the completion of a test or examination.

Group Work: There are many cases where students are expected or required to work in groups to complete a course requirement. Normally, students are not responsible for violations of this policy committed by other members of a group in which they participate.

The full Academic Integrity Policy can be found here. More information on the process here.

Academic Accommodation Policy

Carleton University is committed to providing access to the educational experience in order to promote academic accessibility for all individuals.

Academic accommodation refers to educational practices, systems and support mechanisms designed to accommodate diversity and difference. The purpose of accommodation is to enable students to perform the essential requirements of their academic programs. At no time does academic accommodation undermine or compromise the learning objectives that are established by the academic authorities of the University.

Addressing Human Rights Concerns
The University and all members of the University community share responsibility for ensuring that the University's educational, work and living environments are free from discrimination and harassment. Should you have concerns about harassment or discrimination relating to your age, ancestry, citizenship, colour, creed (religion), disability, ethnic origin, family status, gender expression, gender identity, marital status, place of origin, race, sex (including pregnancy), or sexual orientation, please contact the Department of Equity and Inclusive Communities.

Requests for Academic Accommodation
You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

Pregnancy obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally-scheduled final exam, you must complete the Pregnancy Accommodation Form (click here).

Religious obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details click here.

Academic Accommodations for Students with Disabilities: The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (if applicable).

Survivors of Sexual Violence
As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: https://carleton.ca/equity/sexual-assault-support-services

Accommodation for Student Activities
Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. https://carleton.ca/senate/wp-content/uploads/SCCASP-Accommodation-for-Student-Activities-Clean-copy-final-Sept-2022-2.pdf

Grading System at Carleton University

Standing in a course is determined by the course instructor, subject to the approval of the faculty Dean. Standing in courses will be shown by alphabetical grades. The system of grades used, with corresponding grade points and the percentage conversion can be found here. Grade points indicated are for courses with 1.0 credit value. Where the course credit is greater or less than one credit, the grade points are adjusted

proportionately.

Course Sharing Websites and Copyright

Classroom teaching and learning activities, including lectures, discussions, presentations, etc., by both instructors and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s).

Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or

distribute lecture notes and course materials publicly for commercial or non- commercial purposes without express written consent from the copyright holder(s).
More information

Student Rights and Responsibilities at Carleton

Carleton University strives to provide a safe environment conducive to personal and intellectual growth, free of injustice and characterized by understanding respect, peace, trust, and fairness.

The Student Rights and Responsibilities Policy governs the non-academic behaviour of students. Carleton University is committed to building a campus that promotes personal growth through the establishment and promotion of transparent and fair academic and non-academic responsibilities.

Deferred Term Work

In some situations, students are unable to complete term work because of extenuating circumstances beyond their control, which forces them to delay submission of the work. Requests for academic consideration are made in accordance with the **Academic Consideration Policy for Students in Medical or Other Extenuating Circumstances.**

1. Students who claim short-term extenuating circumstances (normally lasting up to five days) as a reason for missed term work are held responsible for immediately informing the instructor concerned and for making alternate arrangements with the instructor. If the instructor requires supporting documentation, the instructor may only request submission of the University's self-declaration form, which is available on the Registrar's Office website. The alternate arrangement must be made before the last day of classes in the term as published in the academic schedule.

   a. Normally, any deferred term work will be completed by the last day of term. In all cases, formative evaluations providing feedback to the student should be replaced with formative evaluations. In the event the altered due date must extend beyond the last day of classes in the term, the instructor will assign a grade of zero for the work not submitted and submit the student's earned grade accordingly; the instructor may submit a change of grade at a later date. Term work cannot be deferred by the Registrar.

2. In cases where a student is not able to complete term work due to extenuating circumstances lasting for a significant period of time/ long-term (normally more than five days), the instructor and/or student may elect to consult with the Registrar's Office (undergraduate courses) or Graduate Registrar (graduate courses) to determine appropriate action.

3. If a student is concerned the instructor did not respond to the request for academic consideration or did not provide reasonable accommodation, the student should follow the appeals process described in the Academic Consideration Policy.

4. If academic consideration is granted, but the student is unable to complete the accommodation according to the terms set out by the instructor as a result of further illness, injury, or extraordinary circumstances beyond their control, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses). Please note, however, that the course instructor will be required to submit an earned final grade and further consideration will only be reviewed according to established precedents and deadlines. (More information: Undergraduate | Graduate).

Deferred Final Exams

Students who are unable to write a final examination because of extenuating circumstances, as defined in the Academic Consideration Policy, may apply for accommodation. Normally, the accommodation for a missed final examination will be granting the student the opportunity to write a deferred examination. In

specific cases when it is not possible to offer a deferred examination, and with the approval of the Dean, an alternate accommodation may be made.

The application for a deferral must:

1. be made in writing to the Registrar's Office no later than three (3) working days after the original final examination or the due date of the take-home examination; and,

2. be fully supported by appropriate documentation. In cases of short-term extenuating circumstances normally lasting no more than five (5) days, students must include the University's self-declaration form, which can be found on the Registrar's Office website. Additional documentation is required in cases of extenuating circumstances lasting longer than five (5) days and must be supported by a medical note specifying the date of onset of the illness, the (expected) date of recovery, and the extent to which the student was/is incapacitated during the time of the examination. The University's preferred medical form can be found at the Registrar's Office here.

Financial vs. Academic Withdrawal

Make sure that you are aware of the separate deadlines for Financial and Academic withdrawal!

Making registration decisions in Carleton Central involves making a financial and academic commitment for the courses you choose, regardless of attendance. If you do not attend, you must withdraw in Carleton Central within the published deadlines to cancel your registration. A fee adjustment is dependent on registration being canceled within the published fee deadlines and dependent on your course load. A course dropped after the deadline for financial withdrawal will receive a grade of Withdrawn (WDN), which appears on your official transcript.

Even if you miss the deadline for financial withdrawal, you might decide to drop a course to avoid a failure or a poor grade showing up on your student record and bringing down your CGPA. It is your responsibility to drop the course via Carleton Central within the published deadlines (see Academic Withdrawal).

If you are considering withdrawing from a course, you may want to talk to an advisor first. Course withdrawal may affect your student status, as well as your eligibility for student funding, immigration status, residence accommodation and participation in varsity sports, etc. Additionally, remember that once you choose your courses, you must use the "Calculate amount to pay" button to determine the correct amount of fees to pay.

Carleton Central is your one-stop shop for registration activities. If you are interested in taking a course, make sure to complete your registration. Simply attending a course does not mean you are registered in it, nor is it grounds for petition or appeal.

Mental Health and Wellness at Carleton

Discover the tools and resources Carleton offers to help understand, manage and improve your mental health and wellness while at university.

Counselling
Residence Counselling
Supporting Your Mental Health

Get Help Now **If in crisis call:** Counselling Services: 613-520-6674 (press 2)
Monday-Friday, 8:30 a.m. – 4:30 p.m.

After Hours

If you need assistance with an urgent situation outside of our regular operating hours, contact:
- [Distress Centre of Ottawa and Region](#): Available 24/7-365 days/year and is bilingual (English/French).
    - o **Distress**: 613-238-3311
    - o **Crisis**: 613-722-6914
    - o **Text**: 343-306-5550 (available 10:00 am – 11:00 pm, 7 days/week, 365 days/year)
    - o Web Chat: blue chat icon at the bottom right corner of the website.
    - o Text Service is available in English only to residents of Ottawa & the Ottawa Region.)
- [Good2Talk](#): Available 24/7-365 days/year and is available in English, French and Mandarin
    - o Call: **1-866-925-5454**
    - o Text GOOD2TALKON to 686868
    - o [Facebook Messenger](#)
- [Empower Me](#): A 24/7 resource service for undergraduate students. 1-833-628-5589 (toll-free)
- International SOS's Emotional Support: Offers 24/7 access to mental health professionals in more than 60 languages through their dedicated line +1 215-942-8478. Students can call this number collect (the person being telephoned receives the charges) to access services.

The Centre for Indigenous Support and Community Engagement
The Centre for Indigenous Initiatives is proud to offer culturally centered individual counselling to students who self-identify as First Nation, Metis or Inuk. Through this service, Indigenous students [can access confidential, individual sessions for support with personal, mental health or academic challenges.](#)

Department Contact Information

Bachelor of the Humanities 300 Paterson Hall
CollegeOfHumanities@cunet.carleton.ca

Greek and Roman Studies 300 Paterson Hall
GreekAndRomanStudies@cunet.carleton.ca

Religion 2A39 Paterson Hall
Religion@cunet.carleton.ca

Digital Humanities (Graduate) 2A39 Paterson Hall
digitalhumanities@carleton.ca

Digital Humanities (Undergraduate Minor) 300 Paterson Hall
digitalhumanities@carleton.ca

MEMS (Undergraduate Minor) 300 Paterson Hall
CollegeOfHumanities@cunet.carleton.ca