There are some differences in the course outlines for Section A and Section T. Please make sure to use your Section’s course outline throughout the term.

August 29, 2019
acquire the ability to discuss distinguishing features of various key global actors and their roles in the uneven process of globalization.

**Attendance**
Students registered in Section A are expected to attend both lectures every week. If you have scheduling issues that might prevent you from doing so, please register instead in Section T (that’s the online version of this course).

**Course materials**
You are not required to purchase a textbook for this course. Instead, all reading materials will be available online free of charge.

The syllabus and additional information and materials for the course will be posted on the cuLearn Course Management System. You must access your cuLearn account by going to:
http://carleton.ca/culearnsupport/students/getting-started

Please check cuLearn before coming to class. Note that lecture topics and required readings are subject to change at the discretion of the instructor. Changes will be announced on cuLearn.

**Evaluation**

- Pop quizzes (up to 15 quizzes, due on cuLearn at end of class) 25%
- Comprehension exercises (Oct. 10 and Dec. 3, during class time) 25%
- Term project (due Nov. 20 at 10:00pm on cuLearn) 25%
- Final exam (date to be announced) 25%

Note that the instructor may adjust course grades to approximate a bell-shaped distribution for the class.

There will be up to 15 pop quizzes administered during class time. Exact dates will *not* be announced in advance. On days when a pop quiz is administered, up to 10 multiple-choice questions will be posted at the end of lecture and you will have until the end of the scheduled class time (i.e., 9:55am) to submit your answers on cuLearn (unless you have been granted official accommodation). The quizzes will test your understanding of the material presented in lecture that week and will not be cumulative. There will be no make-up pop quizzes; if you miss one for justifiable and documented reasons, it will not count toward your course grade. If you register to this course on or after September 10, any quizzes administered before September 20 will not count either. Missing a pop quiz without a justifiable and documented reason will attract a grade of zero on it. More details about the pop quizzes will be provided in the first lecture and posted on cuLearn.

You will write two comprehension exercises during class time on Oct. 10 and Dec. 3. These will consist of up to 10 fill-in-the-blank, short-answer, and/or essay questions testing your understanding of the course material and/or of relevant articles that will be provided during class for the purpose of the exercise. There will be no lecture on those days. Each exercise will be worth 12.5 percent of your course grade, and the second comprehension exercise will not be cumulative. You may consult course materials (lecture slides, your notes, the assigned readings) during these exercises, and you may write them from anywhere that has a reliable WiFi connection. Your answers will be due on cuLearn by the end of the scheduled class time (i.e., 9:55am), unless you have been granted official accommodation. You may work on the questions in groups of up to four students, but in that case you must submit your answers as a group rather than individually. If you will not be submitting your answers as a group, you must work alone. Note that you will be able to review your answers on cuLearn after they have been marked. Please note also that there will be no make-up
comprehension exercises; if you miss one of them for justifiable and documented reasons, the average of your grade on the pop quizzes, term project and final exam will count as your missed comprehension exercise grade. Missing a comprehension exercise without a justifiable and documented reason will attract a grade of zero on it.

For the term project, a list of allowed topics will be provided by the instructor in class on October 8 and posted on cuLearn. Proper spelling, grammar and use of APA citation format is expected. Students will be able to make an appointment with the instructor in January to review their marked term project. Note that term projects submitted after the November 20, 10pm deadline will attract a penalty of 15 points out of 100 per day late. Please do not submit your term project via email. Students who send their term project to the instructor via email without his prior approval will attract a penalty of 15 points out of 100. More details about the term project requirements will be provided during the term and posted on cuLearn.

The final exam will be cumulative and may include multiple-choice, fill-in-the-blank, short-answer, and essay questions. The University is set to announce the final examination schedule on October 11. You will be able to make an appointment with the instructor in January to review your marked final exam. Please be aware that only official deferrals petitioned through the Office of the Registrar will be honoured (see the following webpage for details: http://carleton.ca/registrar/special-requests/deferral/).

WHAT TO DO IF YOU MISS AN EVALUATION ACTIVITY FOR JUSTIFIABLE REASONS: If you must miss one of the evaluation activities for justifiable reasons, please do not email the instructor about it. Instead, submit your absence documentation using the link provided on cuLearn. Absence documents will be reviewed at the end of term when the course grade is calculated; you may be contacted by the instructor at that point if there is a need for clarification.

Minimum standards to be in good standing:
To be considered in good standing, students must receive a grade of D- in the final exam and in at least half of the pop-quizzes administered during the term. At the discretion of the instructor, students who fail to meet this requirements may be given the opportunity to do an interview with him to demonstrate their grasp of the course material.

Grades
In accordance with the Carleton University Calendar, the letter grades assigned in this course will have the following percentage equivalents:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90-100</td>
</tr>
<tr>
<td>A</td>
<td>85-89</td>
</tr>
<tr>
<td>A-</td>
<td>80-84</td>
</tr>
<tr>
<td>B+</td>
<td>77-79</td>
</tr>
<tr>
<td>B</td>
<td>73-76</td>
</tr>
<tr>
<td>B-</td>
<td>70-72</td>
</tr>
<tr>
<td>C+</td>
<td>67-69</td>
</tr>
<tr>
<td>C</td>
<td>63-66</td>
</tr>
<tr>
<td>C-</td>
<td>60-62</td>
</tr>
<tr>
<td>D+</td>
<td>56-59</td>
</tr>
<tr>
<td>D</td>
<td>53-56</td>
</tr>
<tr>
<td>D-</td>
<td>50-52</td>
</tr>
<tr>
<td>F</td>
<td>Below 50</td>
</tr>
</tbody>
</table>

WDN = Withdrawn from the course; ABS = Student absent from final exam; DEF = Deferred (See above); FND = (Failed, no Deferred) = Student could not pass the course even with 100% on 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.

Retain copies of work submitted
Students are strongly advised to retain a hard copy (and electronic backup) of all work submitted and be prepared to provide it to the instructor in the event of loss for any reason.
Communication with the instructor
You are encouraged to contact the instructor with questions and concerns about the course, readings, or assignments. As you know, e-mail is excellent for conveying simple information but not a good medium for complex communication. Feel free to send messages to the instructor when you can realistically expect that your question can be answered in one or two sentences. Questions like “what are you looking for on the exam?” are inappropriate for an e-mail format. For this kind of complex information, please email the instructor to schedule an in-person or telephone appointment. It is important to include the course code and student ID number in the subject line of all emails to the instructor, to prevent messages from being automatically redirected to the instructor’s junk email box. Do not include any other text besides the course code (GEOG 2200) and your student ID number in the subject line of your message. Please be aware that you may not receive a response if you fail to follow these instructions.

Drop date
Please check the Carleton University Calendar for the last day in the term to withdraw from a course with full fee adjustment.

Instructional & Conduct Offences:
Instructional offences include (among other activities): cheating, contravening examination regulations, plagiarism, submitting similar work in two or more courses without prior permission, and disrupting classes. Conduct offences apply in areas of discrimination and sexual harassment. Further information about University regulations which define and regulate these offences is presented in the Undergraduate Calendar: [http://calendar.carleton.ca/undergrad/regulations/](http://calendar.carleton.ca/undergrad/regulations/)

Note on Plagiarism:
Plagiarism is the submission of someone else's writing/ideas/work as your own. All ideas presented which are not your own must be properly referenced. While forms of plagiarism may vary, each involves verbatim or near verbatim presentation of the writings or ideas of others’ as one’s own without adequately acknowledging the original source. Plagiarism includes (but is not limited to): copying from a book, article or another student; downloading material or ideas from the Internet and replicating these verbatim or without citation; or otherwise submitting someone else's work or ideas as your own.

University regulations stipulate that allegations of plagiarism, cheating or any violations of examination conduct rules will be thoroughly reviewed. If the instructor suspects that a student has submitted plagiarized work, the submitted assignment will be forwarded to the Chair of the Department of Geography and Environmental Studies. If it is agreed that an instructional offence may have been committed, the case will be forwarded to the Associate Dean (Undergraduate Affairs) of the Faculty of Arts and Social Sciences. University procedures do not permit the instructors to discuss the allegations with you. You will receive a request from the Associate Dean’s Office to discuss this matter in person with two Associate Deans. They decide if an instructional offence has occurred, following an interview with the student, and decide what, if any, any penalties are warranted. Thus, you are advised to keep all research notes and printouts from web sites, even after you submit your paper.

The key to avoiding plagiarism is to learn how to do research and how to cite sources properly. The following web site provides advice: [http://www.library.carleton.ca/help/avoid-plagiarism](http://www.library.carleton.ca/help/avoid-plagiarism)
Writing tutorial service
If you feel you need assistance in improving your writing skills, you are encouraged to get in touch with the Writing Tutorial Service (Room 229, Patterson Hall, http://www.carleton.ca/wts/).

Academic standing and conduct
Students must familiarize themselves with the regulations concerning academic standing and conduct in the Carleton University Undergraduate Calendar. This document can be accessed online at: http://calendar.carleton.ca/undergrad/

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: Please contact your instructor 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation: Please contact your instructor 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities: If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC 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 your instructor as soon as possible to ensure accommodation arrangements are made. carleton.ca/pmc

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 is 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: carleton.ca/sexual-violence-support

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 must be provided to students who compete or perform at the national or international level. Please contact your instructor 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

For more information on academic accommodation, please contact the departmental administrator or visit: students.carleton.ca/course-outline

Student life services
Student Life Services, located in Room 501 of the Unicentre, offers a range of programs and services to assist students in adjusting to academic life, in improving their learning skills, and in making academic and career decisions.