

## GREK 2200 A: Intermediate Greek I

Fall 2024 course format (defined by the University Registrar):

### Online Synchronous section with In-Person Assessments (Campus presence)

- Online classes / activities at a specified time = **Tuesdays and Thursdays 1 to 2:30pm**
- Assessments (in-term, final, or both) are **in-person and on campus**
- Computer requirements: high-speed Internet access, webcam, and headset with a microphone

**Calendar blurb:** Further study of the language; introduction to the reading of ancient Greek authors. In this course, we continue to work through the Shelmerdine sisters' textbook.

**Course Brightspace page:** <https://brightspace.carleton.ca/d2l/home/289662>

**Professor Susan Downie**

**Office: Paterson Hall 2A64**

[susan.downie@carleton.ca](mailto:susan.downie@carleton.ca)

Zoom Office hours: **Wednesdays 2-3pm on Zoom** (starting Sept.11; link on Brightspace)

Questions? Speak to the prof after class on Zoom, attend Zoom office hours, or make an appointment to meet privately (on Zoom, by telephone, or in person). I respond to emails within 24 hours.

**Required Text:** C.W. & S. Shelmerdine, *Introduction to Greek*. 3<sup>rd</sup> ed. (Focus, 2020).

### Academic Requirements:

Preparation / attendance / participation \_\_\_\_\_ expected

**Homework** \_\_\_\_\_ 30%

**Quizzes** \_\_\_\_\_ 20%

**Test 1** (in-person, on campus, entire class, **Oct. 17**) \_\_\_\_\_ 30%

**Test 2** (in-person, on campus, entire class, **Nov.21**) \_\_\_\_\_ 20%

The final date for withdrawal from this course without academic penalty is **November 15, 2024**.

### Course material:

- We aim to cover 1 chapter per week – 10-12 more chapters in the textbook. As the grammar and morphology becomes more complex, we may not manage this. Most of the winter term of 2<sup>nd</sup> year Greek should be spent reading unadapted Greek prose!
- Ancient Greek requires students to stay on top of material each week. Expect to prep material every day in short but regular study sessions. Students who do not keep up may fall behind and fail the course.
- Supplementary material will be supplied to students throughout the term.

### Approximate Schedule: exact pace will vary

Sept. 5, 10, 12 introduction and review (to ch. 19)

Sept. 17, 19, 24, 26, Oct. 1, 3, 8, 10, 15 chs. 20-24 (?)

**Oct.17 on campus, in-person Test 1 (entire class)**

**Oct. 21-25 fall break – no classes**

Oct. 29, 31, Nov. 5, 7, 12, 14, 19 chs. 25-28 (?)

**Nov.21 on campus, in person Test 2 (entire class)**

Nov. 26, 28, Dec. 3, 5 chs. 29, 30+(?)

### Tests 1 and 2: worth 50% of your final mark

The format of tests will be explained in detail beforehand but will include morphology, sentences to translate (both from and into Greek) and passages to translate (from Greek).

**A make-up test** is only offered for valid reasons. University regulations require you to contact the professor within 3 days of the date of the test. A make-up test is only offered once and is scheduled at the convenience of the professor.

**Brightspace:** The following will be posted on Brightspace: the course syllabus, regulations, supplementary materials, announcements, marks and links for lectures and office hours. All term work will be returned to students.

Information posted on Brightspace is legally considered to have been provided to students within 24 hours of posting. Students are responsible for reading and responding appropriately to information.

Classes are not recorded and formal lecture notes do not exist. If you miss a class, it is your responsibility to make up the missed material by speaking to fellow students and borrowing notes.

**Academic offences and the code of student conduct:**

Carleton’s Academic Integrity policy (calendar Section 10.1) can be found at:

<https://carleton.ca/secretariat/wp-content/uploads/Academic-Integrity-Policy-2021.pdf>

The code requires that all students inform themselves about what constitutes an **academic offence**, avoid committing academic offences, and take responsibility for their academic actions. Academic offenses include things like plagiarism, co-operation or collaboration, double submission (of your own work), misrepresentation (falsification), impersonation, withholding information / obstruction / interference, disruption of instruction or exams, improper access, dissemination of confidential or unauthorized information, assisting in an academic offence, violation of test/ exam rules. When it has been established that an academic offence has occurred, penalties are imposed in accordance with the regulations of the Faculty of Arts and Social Sciences.

ALL work that you submit for grading in this course must be your work alone. Collaboration and the use of generative Artificial Intelligence (AI) is not part of any academic requirement. All borrowed words and ideas must be properly acknowledged (failure to do so is plagiarism) – even if you are borrowing from work that you submitted for another course (the offense of “double submission”). Speak to the professor if you have previous work that you would like to use again for this course.

Carleton guidelines on generative AI: “Any use of generative AI tools to produce assessed content is considered a violation of academic integrity standards.” (Teaching Regulations and Procedures for FASS and FPA, June 2024).

“**Offences of conduct**” refer to the requirement that all faculty, staff, and students interact with courtesy and honesty in any activities related to the university. This applies to all interaction between members of the Carleton community. Offences of conduct are handled in the same way as Academic offences: they are reported to the office of the Dean of FASS and settled by the Associate Dean.

**FASS statement about final grades:** “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.”

**Requests for Academic Accommodations:** see COH regulations

**FASS Statement about Student Mental Health:** see COH regulations

**Course Materials, Intellectual Property and Copyright:**

All materials created for this course by the professor, TAs, or students remain the intellectual property of the author(s). Classroom teaching and learning activities, all course materials, including lectures, lists of terms, PowerPoint presentations, outlines, discussions, presentations, etc., by both instructors and students, are protected by copyright and remain the intellectual property of their respective author(s).

Such content is intended for personal use within the course and **may not be reproduced or redistributed in any form without prior written consent of the author(s)**. It is both illegal and an academic offence to share such materials in any way without permission from the copyright holder.

# University Regulations for All College of the Humanities Courses (Updated August 19, 2024)

## 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
- failing to acknowledge sources with 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 follows a rigorous [process for academic integrity allegations](#), including reviewing documents and interviewing the student, when an instructor suspects a violation has been committed. Penalties for violations may 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.

**More information on the process [here](#).**

## Academic Accommodations

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.

Carleton is committed to providing academic accessibility for all individuals. You may need special arrangements to meet your academic obligations during the term. The accommodation request processes, including information about the *Academic Consideration Policy for Students in Medical and Other Extenuating Circumstances*, are outlined on the [Academic Accommodations website](#).

### Requests for Academic Accommodation

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes can be [found here](#).

### 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](#) at [equity@carleton.ca](mailto:equity@carleton.ca).

## Grading System at Carleton University

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.

The system of grades used, with corresponding grade points and the percentage conversion can be found [here](#).

## 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](#).

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.

1. 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](#).

## Academic Consideration Policy

As per the [Academic Consideration Policy](#), if students encounter extenuating circumstances that temporarily hinder their capacity to fulfil in-class academic requirements, they can request academic consideration. The Academic Consideration for Coursework is only available for accommodations regarding course work. Requests for accommodations during the formal exam period must follow the [official deferral process](#).

NOTE: As per the Policy, students are to speak with/contact their instructor before submitting a request for Academic Consideration. Requests are not automatically approved. Approving and determining the accommodation remains at the discretion of the instructor. Students should consult the course syllabus about the instructor's policy or procedures for requesting academic consideration. [More information 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

As a 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. For more information, please consult <https://wellness.carleton.ca/>

## Emergency Resources ([on and off campus](#))

- Suicide Crisis Helpline: call or text 9-8-8, 24 hours a day, 7 days a week.
- For immediate danger or urgent medical support: call 9-1-1

## 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: call 613-238-3311, text 343-306-5550, or connect online at <https://www.dcottawa.on.ca/>
- Mental Health Crisis Service: call 613-722-6914 or toll-free 1-866-996-0991, or connect online at <http://www.crisisline.ca/>
- Empower Me Counselling Service: call 1-844-741-6389 or connect online at <https://students.carleton.ca/services/empower-me-counselling-services/>
- Good2Talk: call 1-866-925-5454 or connect online at <https://good2talk.ca/>
- The Walk-In Counselling Clinic: for online or on-site service <https://walkincounselling.com>

## 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](mailto:CollegeOfHumanities@cunet.carleton.ca)

**Greek and Roman Studies** 300 Paterson Hall [GreekAndRomanStudies@cunet.carleton.ca](mailto:GreekAndRomanStudies@cunet.carleton.ca)

**Religion** 2A39 Paterson Hall  
[Religion@cunet.carleton.ca](mailto:Religion@cunet.carleton.ca)

**Digital Humanities (Graduate)** 2A39 Paterson Hall  
[digitalhumanities@carleton.ca](mailto:digitalhumanities@carleton.ca)

**Digital Humanities (Undergraduate Minor)** 300 Paterson Hall  
[digitalhumanities@carleton.ca](mailto:digitalhumanities@carleton.ca)

**MEMS (Undergraduate Minor)** 300 Paterson Hall  
[CollegeOfHumanities@cunet.carleton.ca](mailto:CollegeOfHumanities@cunet.carleton.ca)