

**GEOGRAPHY AND ENVIRONMENTAL STUDIES
NORTHERN STUDIES PROGRAM
Carleton University**

COURSE OUTLINE – Winter 2025

Course: Comprehensive Examination - NRTH 5905A

Course website: <https://brightspace.carleton.ca/d2l/home/285871>

Coordinator: Derek Mueller (derek.mueller@carleton.ca)

Examiners: John Crump, Tim Browne, Ada Loewen

DESCRIPTION

Calendar description: This examination focuses on interdisciplinary approaches to resolution of biophysical, social, or policy problems with respect to northern Canada. A specific theme will be identified for each candidate. The exam will comprise a research paper, common language summary, interview, and oral presentation.

Prerequisites: NRTH 5000, NRTH 5001, or permission of the Northern Studies supervisor.

Preclusions: None

Learning Outcomes: The purpose of the Comprehensive Examination is to assess a student's capacity to integrate and reflect upon the multi- and inter-disciplinary contexts of an aspect of environment and/or society in northern Canada and to discuss matters of policy related to it. Complementary purposes are to assess the ability of a student to present a cogent analysis of the topic under time-limited conditions, and the ability of a student to self-direct their inquiries.

Key dates:

Meeting with the Coordinator	before October 25, 2024
Mentor selection	December 6, 2024
Reading list submission	January 31, 2025
Question distribution to each student	April 11, 2025
Written answers due	April 25 2025
Oral examinations	April 28-30, 2025

Activity sequence: Note that the student selects a general topic and identifies a Mentor *in the term prior to the examination*. This gives students the time (2.5 months) to thoroughly explore their topic between setting their reading list and receiving their question.

Meet with Coordinator: Each student will set up a meeting with the Coordinator no later than the mid-point of the previous term to discuss topics of interest and to begin to select a mentor.

Mentor selection: The Coordinator will endeavour to introduce each Student to a Mentor, who will facilitate development of a reading list for the examination. Mentors will normally be suggested from staff at Carleton. The Mentor's role is restricted to helping the student scope a suitable reading list (recommending materials for inclusion or exclusion) based on the topic of interest to the student. Mentors will be selected by the end of the last day of class in the previous term. Please send their name to the Coordinator by email by that date.

Reading list: Students will prepare a reading list, along with a title (that captures what the topic is about). The name and position of the Mentor will be included. The reading list will be submitted electronically on Brightspace as a pdf document. The deadline for submission is 23:59 Eastern Time on the due date.

Late submission of a reading list will lead to a reduction by one grade point in the final mark. A suitable reading list will be focused so as to provide a depth of understanding on the specific topic, yet it must also be broad enough to provide context. Students are expected to become familiar with the material they listed throughout the remainder of the term and this will prepare them to receive their question.

Question: The comprehensive question will be disseminated by email to each student no less than 2 weeks prior to the written assignment due date. Samples of past Questions and Written Assignments may be made available on Brightspace partway through the term (after the reading list has been submitted).

Written Assignment: The written assignment will be submitted electronically to Brightspace as a pdf document. The format of the submission should be double spaced using 12 pt Times New Roman font. The paper must be paginated in the upper right-hand corner of each page. The paper should not exceed 5,000 words, excluding references but including any footnotes and figure/table captions. A coversheet with the question, name of student, course number, and date of submission must be provided. The coversheet should include a signed statement attesting that the submission is entirely the work of the student. The coversheet is page zero (0); it need not be numbered. Subheadings should be used to make the structure of the paper explicit. The references must be presented in a standard academic style. The reference list should have citations written out in full. Any footnotes should appear at the end of the paper. **Papers that do not conform to these guidelines will have the equivalent of one grade point deducted from the final mark for the course.** The deadline for submission is 23:59 Eastern Time on the day identified above. **Late papers will be penalized by one grade point in the final mark for the course for each day that the paper is late, day one beginning at 23:59 on the day of the deadline.** The paper must be a considered response to the assigned question. It should draw on material in the reading list prepared for the examination and other materials as appropriate. The paper will be graded considering that it is the product of a term's work.

Oral examination: An oral examination of the written assignment will take place after the end of the exam period. The examination will last approximately 1.5 hours. The examination will focus on the paper, but students are expected to show breadth of knowledge beyond the written assignment. The examination will begin with the student briefly summarizing their paper, lasting not more than 10 minutes. Questions to the student from the examiners will then follow, on an one-on-one basis, with about 15 minutes of questioning by each examiner. A second round of questions will not be as restricted, but will last less than 45 minutes. The Chair of the Examining Committee will be the Coordinator of the comprehensive examinations or an alternate. The Chair is responsible for the timing of the components of the examination, for ensuring that the examination is conducted in an appropriate manner, and for coordinating the discussion of grading of both examination components. **The oral examination will be**

in-person. Students may bring a copy of their paper to the oral examination and may use visual materials in their initial summary, should they wish, but no other aids will be permitted.

Late submissions and absence from the oral examination: Late submissions of the course deliverables or absences from the oral examination due extenuating circumstances will be accommodated (see below). However, students should be aware that rescheduling of the examination may not occur at their convenience.

Evaluation:

- The mark for the written assignment will be 65% of the course grade.
- The mark awarded for the oral examination will be 35% of the course grade.

Note that 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.

Passing grades for the comprehensive examination range from B- to A+. A grade of C+ or below may require that the course be retaken, in accordance with the Graduate Calendar Regulations. In that case, a new question will be assigned. Grade points may be deducted as outlined above.

COURSE POLICIES AND SUPPLEMENTARY INFORMATION

Plagiarism:

The University Senate 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, art works, 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 acknowledgement 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.

Note that students are prohibited from submitting substantially the same piece of work that was submitted in this or another course for academic credit in the comprehensive exam. This includes re-use of a

student's own work from a different course without an appropriate citation. Students are likewise prohibited from using generative AI tools (e.g., ChatGPT) in their submission.

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.

The university's full Academic Integrity Policy can be found [here](#).

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

Academic Accommodation:

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 (students.carleton.ca/course-outline).

Academic consideration for medical or other extenuating circumstances: Students must contact the course coordinator as soon as possible, and normally no later than 24 hours after the submission deadline for course deliverables. Please be prepared to complete the [Self-Declaration for Academic Considerations form](#).

Students should also consult the Course Outline Information on Academic Accommodations for more information. Detailed information about the procedure for requesting academic consideration can be found [here](#).