



COURSE OUTLINE

Introduction to Maps and GIS

Contact: ianoc@uvic.ca (emails will be responded to only from 9.00am until 1.00pm Monday to Friday – if you have not heard back in 24 hours please email again)

Office Hours: See Brightspace, *or by appointment*

Class Meetings: Tuesdays and Wednesdays 10:30 am to 11:20 am
Location: ELL167

Labs: You must be registered in a Lab Section **that you attend**.

COURSE OBJECTIVES

- introduce fundamentals of geographic information;
- introduce spatial data;
- introduce Geographic Information Systems;
- gain familiarity with GIS software;
- introduce digital mapping;
- introduce GIS applications.

LEARNING OUTCOMES

1. ability to complete continuous and discrete geo-referencing;
2. ability to read and calculate scales;
3. ability to understand, evaluate and select suitable map projections;
4. ability to classify geographic information;
5. ability to differentiate between different types of maps;
6. describe how GIS can be used to solve problems;
7. ability to explore GIS data, metadata and maps;
8. basic digital GIS map skills.

COURSE FORMAT

Please read the following carefully and keep in mind for the course:

- **Brightspace** (which has replaced CourseSpaces) is the main course hub where you will access materials (e.g. the course outline, readings, links), check your grades. This will serve as the main avenue of communication (<https://bright.uvic.ca/>). Please monitor the page on a regular basis

for course announcements. If you are having difficulty logging in or password problems, contact the Computer Help Desk Email: helpdesk@uvic.ca, Tel: 250-721-7687

- This course will only be delivered **in person** on Tuesday and Wednesdays from 10:30am-11:20am
- **At this time, classes and laboratory periods will be in-person on campus. Exams will be in-person as well. We will be following provincial health and safety guidelines and adaptations to course learning environments may change over the term.**
- **Attending the lectures** at the designated times is expected. Real-time interaction with the instructor and student colleagues, as well as the structure provided by having set times, greatly enhances the learning experience. Lectures and Labs are **NOT** recorded.
- **Office Hours:** Online (via zoom) TBD *or email for appointment.*
- I welcome you to come and discuss your ideas and questions anytime during this course; however, because of the pandemic, my 'normal' open-door policy is now a virtual one. Please use the office hour times posted to drop in online or send me an email to make an appointment. **If an in-person meeting is necessary (at my discretion) you will be required to wear a mask, sanitize in advance of entering my office and maintain social distancing.**

EDUCATIONAL TECHNOLOGY : ESRI - ArcGIS Online

- I use a variety of educational technology in this course including internet-based technologies or web-based applications, cloud services and social media. The use of technology is part of your engagement at the University. Some of these learning tools may collect, use and/or disclose your personal information and store or access that information outside of Canada. UVic cannot require students to disclose personal information to technologies or organizations which may store information on servers located outside of Canada because disclosure of personal information to vendors, systems or services storing or accessing that personal information outside of Canada is restricted by section 30.1 of BC's Freedom of Information and Protection of Privacy Act (FIPPA). Personal information is information about an identifiable individual; for example, your name or your email address.
- The following educational technologies, which stores or accesses your personal information outside Canada, are required for this course: **ESRI - ArcGIS Online** <https://www.arcgis.com/home/index.html>]. I will make you aware if this list changes. I use these technologies to enhance your educational experience at UVic. The personal information is required by the service. The privacy policy and the terms of use are available at: <https://www.esri.com/en-us/privacy/overview>. I encourage you to read these documents.
- For the use of ArcGIS Online, we generate a username that will be an alias – but in order to generate and manage your password, your email address is required.
- If you are not comfortable with your personal information being stored outside of Canada, please speak to me within the first week of class about using an alternative (such as using an alias or nickname).
- Otherwise, by continuing in this course, you agree to the use of the educational technology in the course and the storage of personal information outside of Canada.

EVALUATION

Midterm Exam (March 1 st in class)	15%
Laboratory Assignments x 6	42%
Final Exam (During Exam period)	43%

Advice: Some students have in the past found that some of the lab assignments can be time-consuming and challenging. We are here to help with this – Please make sure you schedule your time effectively. The Labs are two hours. Please plan to be there for the entire lab time. The labs materials are designed to be both **supplemental** and **complementary** to the lectures. Slides are **not** designed to replace attendance in class or lab. The labs for this course are not meant to be impossible; rather, they introduce you to concepts, such as how to find information yourself. This is an important skill in the job market and in today's online world.

In general, there is no way any course can provide all you need within the course. To do so would be to rob students of the chance to grow into the necessary critical thinking skills. You must learn how to search these things out and learn how to assess what is useful for the task at hand. With that in mind, if any task seems like it is taking an inordinate amount of time or just isn't converging in some way, please stop and reach out to your TA or to the instructor and verify you are on the right track.

No audio or video recordings are permitted unless approved in writing (in advance) by the course instructor.

Exam Format: The questions for the midterm exams and final exam will be based on lectures, labs, posted learning resources and class discussion. The final exam is comprehensive. Formats includes a combination of short-answer, calculations, and multiple-choice questions. **Electronic devices for use during exams are limited to non-graphing scientific calculators, unless otherwise expressly permitted by the course instructor.**

- I will be reviewing the expectations related to academic integrity at the beginning of the course and will be requiring students to commit to an academic integrity pledge within the context of assessment processes including examinations and labs.

REQUIRED TEXT

There is no required textbook for this course, however weekly readings and online learning resources will be provided on **Brightspace** throughout the course.

GRADING SYSTEM

As per the Academic Calendar:

Grade	Grade point value	Grade scale	Description
A+ A A-	9 8 7	90-100% 85-89% 80-84%	An A+, A, or A- is earned by work which is technically superior, shows mastery of the subject matter, and in the case of an A+ offers original insight and/or goes beyond course expectations. Normally achieved by a minority of students.
B+ B B-	6 5 4	77-79% 73-76% 70-72%	A B+, B, or B- is earned by work that indicates a good comprehension of the course material, a good command of the skills needed to work with the course material, and the student's full engagement with the course requirements and activities. A B+ represents a more complex understanding and/or application of the course material. Normally achieved by the largest number of students.
C+ C	3 2	65-69% 60-64%	A C+ or C is earned by work that indicates an adequate comprehension of the course material and the skills needed to work with the course material and that indicates the student has met the basic requirements for completing assigned work and/or participating in class activities.
D	1	50-59%	A D is earned by work that indicates minimal command of the course materials and/or minimal participation in class activities that is worthy of course credit toward the degree.
F	0	0-49%	F is earned by work, which after the completion of course requirements, is inadequate and unworthy of course credit towards the degree.
N	0	0-49%	Did not write examination or complete course requirements by the end of term or session; no supplemental.

GEOGRAPHY DEPARTMENT INFORMATION

Geography Department website: uvic.ca/socialsciences/geography/

Undergraduate Advising: geogadvising@uvic.ca

Department Chair: Dr David Atkinson geogchair@uvic.ca

IMPORTANT COURSE POLICIES

A high level of student cooperation and participation, involving asking and answering questions is expected. Students are expected to attend all lectures, take notes and be punctual for class.

Cell phones and portable music players must be **turned off or silenced** during lectures and labs.

Students must complete all evaluation components to obtain credit. Failure to complete any evaluation component without permission from the instructor, may result in an 'N' grade, which equals a Grade Point Value of 0.

Students will not be permitted to write make-up tests except for medical or compassionate reasons. Please inform the instructor of your situation promptly. Any make-up test or examination may not follow the same format as the in-class one.

Lab assignments are due at the beginning of your lab section; thereafter, late penalties will be applied.

Late assignments will be penalized **10% for each 24 hour time period** (including weekends and holidays). After that they will **no longer** be accepted for grade and will receive **0%**. Exceptions will only be granted for medical or compassionate reasons. *Only the course instructor can grant exceptions.*

Details regarding your labs and their marks are managed by the course Lab Instructors. Please discuss any issues or questions on labs with your Lab Instructor first. Any discrepancy with lab grades must be reported to your Lab Instructor, then the Course Instructor within **seven days** of receiving the marked assignment.

Please attend only the laboratory section for which you are registered. If you must miss a lab for exceptional circumstances, please make arrangements with your TA in advance to attend another section. This however does not change the due date of your lab assignment.

Conflicts with holidays or travel plans are not considered an acceptable reason to apply for a deferred examination or an assignment extension.

Unless otherwise stated students are expected to complete assignments **independently**.

PLAGIARISM

Academic dishonesty (plagiarism, cheating) is a very serious matter in any academic institution and is dealt with severely at the University of Victoria. *The responsibility of the institution:* Instructors and academic units have the responsibility to ensure that standards of academic honesty are met. By doing so, the institution recognizes students for their hard work and assures them that other students do not have an unfair advantage through cheating on essays, exams, and projects. *The responsibility of the student:* Plagiarism sometimes occurs due to a misunderstanding regarding the rules of academic integrity, but it is the responsibility of the student to know them. If you are unsure about the standards for citations or for referencing your sources, ask your instructor.

Infractions will be dealt with in accordance with University policy. Commonly, the penalty for any form of cheating/plagiarism is a grade of F on the tests or laboratory assignments, or a final grade of F in the course. However, depending on the severity of the case other penalties may include a record on the student's transcript or expulsion.

Please familiarize yourself with the University policy on academic integrity found in the Undergraduate Calendar at the following website. Please contact me if you have any questions.

web.uvic.ca/calendar/undergrad/info/regulations/academic-integrity.html

ACCESSIBILITY

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodations, please feel free to approach me and/or the Centre for Accessible Learning (CAL) as soon as possible. The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations (uvic.ca/services/cal/). The sooner you let us know your needs the quicker we can assist you in achieving your learning goals in this course. **Please note:** You are under no obligation to disclose.

POSITIVITY AND SAFETY

The University of Victoria is committed to promoting, providing and protecting a positive and safe learning and working environment for all its members. To ensure that all class members feel welcomed and equally able to contribute to class discussions, we will all endeavour to be respectful in our language, our examples, and the manner in which we conduct our discussions and group work. If you have any concerns about the climate of the class, please contact me.

SEXUALIZED VIOLENCE PREVENTION AND RESPONSE AT UVIC

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting uvic.ca/svp. If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Sexualized violence resource office in EQHR; Sedgewick C119

Phone: 250.721.8021

Email: svpcoordinator@uvic.ca

Web: uvic.ca/svp

COURSE EXPERIENCE SURVEY (CES)

We value your feedback on this course. Towards the end of term, as in all other courses at UVic, you will have the opportunity to complete an anonymous survey regarding your learning experience (CES). The survey is vital to providing feedback to me regarding the course and my teaching, as well as to help the department improve the overall program for students in the future. The survey is accessed online and can be done on your laptop, tablet, or mobile device. I will remind you and provide you with more detailed information nearer the time but please be thinking about this important activity during the course.

COPYRIGHT NOTICE

All course content and materials are made available by instructors for educational purposes and for the exclusive use of students registered in their class. The material is protected under copyright law, even if not marked with a ©. **Any further use or distribution of materials to others requires the written permission of the instructor, except under fair dealing or another exception in the Copyright Act.** Violations may result in disciplinary action under the [Resolution of Non-Academic Misconduct Allegations policy \(AC1300\)](#).

Course Information

Lab Topics Tentative Schedule

Week	Dates	Lab	Due Dates
1	Jan 10 th to 14 th	No Lab	
2	Jan 17 th to 21 st	Lab 0	
3	Jan 24 th to 28 th	Lab 1 Spatial Data 7%	
4	Jan 31 st to 4 th	Lab 2 Coordinate Systems 7%	Lab 1
5	Feb 7 th to 11 th	Lab 3 Queries 7%	Lab 2
6	Feb 14 th to 18 th	Lab 4 Overlay Analysis 7%	Lab 3
7	Feb 21 st to 25 th	Reading Break	
8	Feb 28 th to 4 th	Lab 5 Raster Analysis 7%	Lab 4
9	Mar 7 th to 11 th		
10	Mar 14 th to 18 th	Lab 6 Metadata and Web Maps 7%	Lab 5
11	Mar 21 st to 25 th		Lab 6
12	Mar 28 th to Apr 2 nd		
13	Apr 4 th to 8 th		

You will have space on our servers to complete assignments – only materials relating to GEOG 222 can be stored – no personal or private material allowed