

GEOG 3000y - 001 - Field Methods & Practices: Montreal – Its Urban, Cultural & Social Practices

1. Course Information

1.1. Classroom Location:

Field trip will take place Sunday, September 23 to Friday, September 30, inclusive

The following **mandatory meetings** will take place in SSC 2240:

Tuesday, September 11 from 12:30-1:30pm

Tuesday, October 16 from 12:30-2:30pm

Tuesday, November 6 from 12:30-2:30pm

Please bring the following to the first meeting: OHIP number, emergency contact name, phone number a USB key or laptop and cheque for \$700 (if you haven't already paid online - <https://geographystore.adt.wts.uwo.ca/>) made out to "Department of Geography – UWO" and the last three forms at the bottom of this outline.

1.2. Contact Information:

Instructor: Dr. Jeff Hopkins

Office: SSC 2423

Office Hours: Monday from 1-3pm or by appointment

Phone: 661-2111 x85027

Cell: **TBA**

Email: jhopkins@uwo.ca



2. Calendar Description

2.1. Course Description

Departmental field trips to develop student skills in field-based observation, data collection and recording, and analysis and interpretation of human and physical landscapes.

Antirequisite(s): Geography 3001F/G

Prerequisite(s): 3rd year status in any module in the Department of Geography except the minor; limited enrolment. Priority given to Specialization and Honors Specialization students.

Extra Information: Sessions and dates by arrangements. Students should be prepared to meet the necessary travel and living expenses.

The Course Syllabus is available through the department's web site. Field Exercises and additional course materials will be made available for downloading during the first seminar meeting. Please bring a USB key or laptop to receive the files. Please print hard copies of the syllabus, field exercises, and other relevant materials and bring them with you in the field

2.2. Senate Regulations

Senate Regulations state, "unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites."

3. Introduction

Perhaps the most enjoyable aspect of being a geographer is doing geography. We explore, observe, and wonder. We question, listen, and speculate. We record, interpret and theorize. We analyze, explain and learn. We attempt to grow as people, contribute to knowledge as scholars, to society as citizens, and share our work as people who are excited and fascinated by the world around us. We also make mistakes, hopefully learn from them, and set forth on our next investigation a touch wiser. During this field trip to Montreal, you will have ample opportunity to explore, observe, and contemplate, to make mistakes, and to learn.

There are several specific objectives and learning objectives to these field studies:

- develop observation skills
- facilitate experiential learning
- encourage you to take responsibility for your learning
- develop analytical and critical skills
- experience 'real' field research
- develop a respect for the urban environment
- develop personal and group skills

Our study site is Montreal, a city well over 350 years old. It is the second largest French-speaking urban settlement in the world. The age and cultural composition of this city offer a striking contrast to the modern urban geographies in the rest of Canada. This field trip will help you explore and 'map,' so to speak, some of the geographies that constitute a city unique in so many ways. The field methods and techniques you will use to systematically explore this city— participant/observation, on-site observation, land use surveys, guided tours, lectures, and discussions—will enhance and improve your research and observation skills in ways which simply cannot be matched through other exercises. Going to an unfamiliar city to study its

geographies is an excellent way to sharpen and test your geographic skills. You might even have some fun doing so!

4. Cost Breakdown

The \$700 advance fee covers your own hotel, transportation and guide tour costs. Students do not fund the costs of the instructors. The department runs these trips 'at cost': once all expenses have been totalled and paid, any residual funds will be returned to you. While in the field you will need to purchase a Montreal **subway pass** (approx. \$35) and **food** (six breakfasts, seven lunches, six dinners, and 'x' snacks--probably \$150-\$200). It is also advisable to have access to extra funds for emergencies or lifestyle choices. **If you have specific medical or dietary needs, please inform Dr. Hopkins as soon as possible.**

5. Transportation

5.1. Departure: Sunday, September 23

London – Toronto: VIA #84, 7:32am – 10:53am

Toronto – Montreal: VIA #64, 11:30am – 4:47pm

You will be at the VIA RAIL train station on York Street (between Richmond and Clarence) no later than 7am on Sunday, September 21. **If you miss the train, consider yourself expelled from the course or, if possible, find your own way to Montreal (at your own expense and academic penalty) within 24 hours.** You should bring a packed lunch and snacks both ways (options for food purchases on the train are limited and expensive).

5.2. Return: Friday, September 28

Montreal – Toronto: VIA #63, 8:55am-2:07pm

Toronto – London: VIA #83, 4:35pm – 6:49pm

Be prepared to leave the hotel by 7:30 AM. We will confirm meeting time and location for departure in Montreal. **If you miss a train, be it in London, Toronto or Montreal, you alone are temporally and financially responsible for finding your own way to the intended destination. Depending upon the nature and severity of such a mishap you may lose marks or be expelled from the course.**

6. Getting Around Montreal

It is easy to get around Montreal on foot and by public transit. Taxi cabs and Uber are also plentiful. We will mostly use our own feet: wear comfortable shoes and be prepared to walk (rain or shine). The metro—subway—will be used for longer trips.

The following is a suggestion as to what could be used to refer students to the policy on

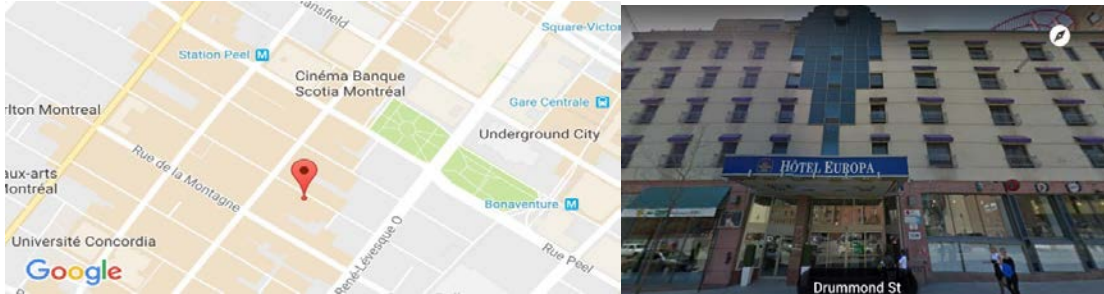
7. Hotel Accommodations

7.1. Location

Students will be four to a room, depending on student numbers and gender (this minimizes your expenses). There are two beds per room with conventional amenities. The hotel is located in downtown Montreal with many amenities nearby.

Best Western Plus, Montréal Downtown, Hotel Europa Tel: 514-866-6492

1240 Drummond Street, Montréal, QC, Canada H3G 1V7 <http://www.hoteleuropa.com/en>



7.2. Luggage

Please travel light (one suitcase & a backpack); you bring it, you carry it. We are walking about 500m from the train station to the hotel. Autumn in Montreal can range from hot to cold. Layered clothing is suggested. We will spend a great deal of time outside on the street. A backpack for notebooks, snacks, a sweater, jacket and rain gear is highly recommended. For specific information about VIA Rail luggage visit, <https://www.viarail.ca/en/travel-info/baggage>

7.3. Special Equipment: A Cautionary Note

- Comfortable pair of waterproof shoes/boots
- Always carry hotel phone number and address
- Rain gear (including a plastic bag for notebook)
- Always have a map with you, specifically one of Montreal
- Field note book and writing aids
- Always travel in groups of two or more people
- Bring a phone if you have one (of course you have one!)
- Backpack
- Early mornings + very late nights = painful days: be warned...

8. Academic Focus

The themes of this trip are predominantly the urban, social, and cultural geographies of Montreal, but the **focus of the course is methodological**. We will examine the city, its people and their culture, but we are particularly concerned with how we can systematically question, record and analyse our observations. Architecture, community focal points, ethnic diversity, pedestrian street life, public life, transportation, and past, present and emerging urban morphologies are just some of the issues we will address in the field. Readings will supplement these and other themes, both prior to and following the field trip. Group discussions will also be a vital component of the course and you are encouraged to participate actively.

9. Evaluation

9.1. Breakdown

You are required to attend and be punctual for all meetings before, during and after the trip and to complete all assignments before, during the trip, or afterwards. Students are responsible for material covered in the class room/field seminars as well as the assigned reading. A collegial and courteous manner is expected from all participants throughout this course. Let's try to make this a pleasant and enjoyable learning experience for everyone. Consistent tardiness and uncooperative behaviour will lower your final participation

mark and may—in extreme situations—result in expulsion from the trip and/or course (but I suspect you're all wonderful people so this won't be an issue).

Assignments	Weight	Due Dates
Pre-trip assignment	10%	Week of Sept 24 in Montreal
Field Notebook & Assignments	40%	Friday, Sept 28, upon arrival in London
Research Proposal	40%	Monday, Nov 19
Participation during trip	10%	Attendance, punctuality, responsible behaviour, engagement

9.2. Pre-Trip & Field Assignments

See individual handouts below

9.3. Field Notebook/Assignments

Using the methodological material you have read prior to departure as a guide, you will record your field observations and experiences, and complete the assignments in a self-contained notebook. In this book you will record legibly the major events, activities, and assignments while in the field, including notes from any lectures and presentations. Among the criteria used to evaluate your field notes will be their format and organization, completion of all assignments, the detail, quality and originality of the observations, evidence of critical analysis, the questions and ideas you pose, and the conclusions you draw. You will submit this at the end of the field trip before you leave the London train station on **Friday, September 28**, with your name and student number clearly indicated on the cover.

9.4. Research Proposal

Based on your field observations, experiences and impressions of Montreal, you are to prepare a 2,000 word/eight-typed page research proposal. It is both your choice and your responsibility to develop your own specific research question, but it must be in keeping with the themes stressed in the field. We strongly encourage you to discuss your topic with either course instructor during the field trip or by appointment back in London. The research proposal will be due **Monday, November 19**, and should be handed in to Dr. Hopkins in person in his office or, if he is not there, to the main geography office drop box before closing (4:30 pm).

9.5. Participation

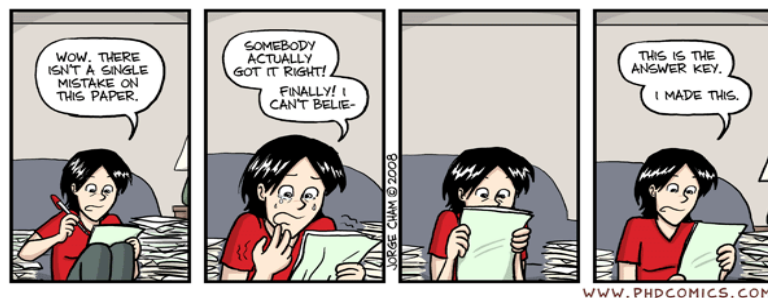
To receive top marks for participation you must: show up to, and on time for, all seminars and meetings; be courteous to your instructors, colleagues and guest speakers; pose questions and contribute to discussions; do what is asked of you when asked of you, and have a positive attitude! Be your better self and you should get eight out of ten marks or better.

10. Grading

How do I grade? I regard the mark of 'C' (60%-69%) indicative of slightly below average work for a mandatory, 3000-level, upper-undergraduate course. You have performed satisfactorily in the

field, completed all aspects of the assignments adequately, and have demonstrated you have a basic grasp of the material. A mark of 'B' (70%-79%) reflects an average to slightly above average performance and evidence of independent thought, effort and creativity. Not only have you fulfilled the requirements of the field work and assignments in a more meticulous fashion, you have demonstrated a more thorough understanding of the material and you have gone a few extra steps beyond the average student. Those of you who are Honours Geography students, please be aware that work warranting the minimum of a low 'B' (70%) is expected as a minimum level of performance. An 'A' (80%-89%) is reserved for those exemplary students whose special work exhibits a fastidious eye for detail and clear signs of outstanding effort, presentation, content and clarity. In other words, hard labour alone is necessary but not, in itself, sufficient to warrant an 'A'. An 'A+' (90%+) is rare but does occur. An exceptionally outstanding set of insightful field notes, a research paper demonstrating a superb command of English and a critical mind, and positive participation in the course will earn this prestigious grade.

If any assignment (including research proposal) is submitted late, you will receive a penalty of 10% of the value of that particular assignment per day, including weekends. Should you feel your final grade in the course is biased, inaccurate or unfair, you do have the right to appeal. Please refer to The Western Calendar prior to doing so. In an attempt to avoid such time-consuming and stressful procedures, I assure you that I reflect carefully on the grade assigned to each and every piece of work. Do note that a mark may rise, stand, or fall through an appeal. Finally, if you have any problems and need assistance, please feel free to contact me. I am approachable and want to help you to succeed.



11. Trip Itinerary

This is a **tentative schedule** of events: unforeseen occurrences necessitate that we remain flexible. Times affixed with an * are appointments for which we **must** be punctual.

11.1. Day 1: Sunday, September 23

Departure to Montreal via train

Brief organizational meeting at hotel upon arrival

11.2. Day 2: Monday, September 24

8:30-10am: Seminar Meeting (Hotel): Field Note booking, Presentations, Group Allocation

10am-1:30pm: **Downtown Montreal Transect (Assignment #3)**

1:30-2pm: Lunch

*2-4pm: **Old & New Montreal Tour with Urban Specialist (Assignment #2)**

4-4:30pm: Brief Meeting

11.3. Day 3: Tuesday, September 25

8:30-10am: Agenda Meeting (Hotel): Presentations, Discuss #3 Transect & #2 Tour)

10am-2pm: **Underground/Indoor City (Assignment #5)**

2-3pm: Lunch

11am-2pm: **Public Place Culture (Assignment #4)**

4-5pm: Brief Discussion

7:30pm: Class Dinner (optional)

11.4. Day 4: Wednesday, September 26

8:30-9:30am: Agenda Meeting (Hotel) Presentations, Discuss #4 Public Place, Group Allocation

*11am-12pm: **Tour of 'Old City Hall'**

12:30-1:30pm: Lunch (Chinatown?)

1:30-5pm: **A Self-Guided Walking Tour (Assignment #6)**

Optional:

Museum of Contemporary Art - 185 Sainte-Catherine W., (corner Jeanne-Mance)

The Musée collection, which comprises over 7,600 works produced by more than 1,500 artists, 1,200 of whom are living, allows us to amply illustrate the ways contemporary Québec art has developed. Wednesday evenings 5-9 is half price (\$5), \$10 other times for students. A free guided tour commences at 6:30 on Wednesdays. <https://macm.org/en/>

McCord Museum - 690 Sherbrooke Street West (between Rue University and Rue McGill-College)

The McCord is a public research and teaching museum that preserves our collective past – over 1,451,000 objects, images and manuscripts, of the social history and material culture of Montreal, Quebec and Canada. Free admission Wednesday evenings, 5:00-9:00 pm (self-guided tour). Other hours: M & T 10-6, W 10-9, Th 10-9, F 10-6. \$9 student admission.

<http://www.musee-mccord.qc.ca/en/>

11.5. Day 5: Thursday, September 27

9-10:30am: Agenda Meeting: Presentations, Discuss #5 Underground & #6 Walking Tour

*11am-12:30pm: **Museum of Archaeology & History**

12:30-1:30pm: Lunch (Chinatown?)

1:30 –5pm: **Self-Directed Field Work (Assignment #7)**

5-5:30pm: Final Discussion of #7 Self-Directed Assignment

Evening: Self-directed, open-ended geographical exploration of your last night in Montreal

11.6. Day 6: Friday, September 28

Be prepared to leave the Hotel at 7:30am. We will confirm meeting time and location for departure in Montreal.

12. Websites of Interest

[Montreal in Two Minutes](https://www.youtube.com/watch?v=Lx0Li7GhQ4k) - <https://www.youtube.com/watch?v=Lx0Li7GhQ4k>

[Maps of Montreal](http://ville.montreal.qc.ca/portal/page?_pageid=5977,41729560&_dad=portal&_schema=PORTAL) -

http://ville.montreal.qc.ca/portal/page?_pageid=5977,41729560&_dad=portal&_schema=PORTAL

[Montreal City Hall](http://ville.montreal.qc.ca/portal/page?_pageid=5977,87781637&_dad=portal&_schema=PORTAL) -

http://ville.montreal.qc.ca/portal/page?_pageid=5977,87781637&_dad=portal&_schema=PORTAL

[Montreal Master City Plan](http://ville.montreal.qc.ca/portal/page?_pageid=2762,3099656&_dad=portal&_schema=PORTAL) -

http://ville.montreal.qc.ca/portal/page?_pageid=2762,3099656&_dad=portal&_schema=PORTAL

[Montreal Community Sustainable Development Plan 2016-2020](http://ville.montreal.qc.ca/portal/page?_pageid=7137,78111572&_dad=portal&_schema=PORTAL) -

http://ville.montreal.qc.ca/portal/page?_pageid=7137,78111572&_dad=portal&_schema=PORTAL

[Montreal Urban Planning and Business Services](http://ville.montreal.qc.ca/portal/page?_pageid=8417,94759588&_dad=portal&_schema=PORTAL) -

http://ville.montreal.qc.ca/portal/page?_pageid=8417,94759588&_dad=portal&_schema=PORTAL

[List of Neighbourhoods in Montreal](https://en.wikipedia.org/wiki/List_of_neighbourhoods_in_Montreal) -

https://en.wikipedia.org/wiki/List_of_neighbourhoods_in_Montreal

[Montreal Gazette](https://montrealgazette.com/) - <https://montrealgazette.com/>

[Greater Montreal Real Estate Board](http://www.cigm.qc.ca/indexen.aspx) - <http://www.cigm.qc.ca/indexen.aspx>

[Montreal Tourism](https://www.mtl.org/en) - <https://www.mtl.org/en>

[Montreal Visitor Information](https://www.mtl.org/en/plan/visitor-information) - <https://www.mtl.org/en/plan/visitor-information>

[Montreal City Public Art](https://artpublicmontreal.ca/en/) - <https://artpublicmontreal.ca/en/>

[Montreal METRO \(subway\)](http://www.stm.info/en/info/networks/metro) - <http://www.stm.info/en/info/networks/metro>

13. Assorted Administrivia

13.1. Codes of Conduct

My experience with students has been 99.99% positive: let us strive to keep that percentage, OK? I will be polite and courteous to you and your peers, and I demand the same from you. Not to belabour the point, but included below is the Code of Conduct for Students, Staff, and Faculty for the Department of Geography. The University of Western Ontario Code of Student Conduct is available by clicking here. Please familiarize yourself with both of these documents should you have concerns about your own or somebody else's behaviours.

It is stating the obvious that perpetual tardiness, irresponsible or reckless behaviour, the illicit possession or consumption of drugs, or excessive alcohol consumption are grounds for dismissal from the field trip and/or a failing grade in the course. If expelled during the field trip, you are responsible for paying your return fare, in addition to your pre-paid return train fare and all

other pre-paid expenses. You are also exempt from the student levy funds subsidizing this field trip. By taking this section of the 3000y course, you agree to these terms.

13.2. Codes of Conduct

Safety is a shared responsibility. Although I will take every reasonable precaution concerning the safety of you as a participant in this field course—providing you with maps, my cell phone number, insisting that you travel in groups of two or more at all times—the potential hazards of a big city make it imperative that everyone behaves responsibly in order to reduce the risk of accidents. Personal safety must be a personal responsibility. Complacency, inattention, lack of preparation and/or training will all increase risks to health and safety. Ultimately each individual must act in a reasonable manner in order to ensure their safety and the safety of others. Would those of you who have your First Aid Certificate please identify themselves to the group. (For more information, please see our departmental web address on 'Health and Safety' - http://www.geography.uwo.ca/resources/health_and_safety/docs/2014-Fieldwork%20Safety%20Policy.pdf. The phone app, 'Citizen Aid', is a useful and informative source of information to prepare for, and assist during, an emergency situation.)

13.3. Appeals

You are advised to read the course calendar to familiarize yourself with Western's regulations and procedures concerning appeals, grades, regulations, penalties and such by visiting https://www.uwo.ca/univsec/pdf/academic_policies/appeals/appealsundergrad.pdf.

Requests to have an assignment or examination re-evaluated must be submitted to me in writing within one week of receiving the graded assignment. In this written request for re-appraisal the specifics of what you would like re-visited and the justification for doing so will be clearly and concisely stated. Should you feel that your final grade in the course is biased, inaccurate or unfair, you do have the right to appeal your mark. Please refer to the Western Calendar prior to doing so (see web site above). In an attempt to avoid such time-consuming and stressful procedures for us both, be assured that each and every piece of work is graded carefully and thoroughly. We stand by the marks assigned. **Be aware that marks may be raised-- as well as lowered--through an appeal process.**

13.4. Medical or non-medical absence, exemption and tardiness

You are advised to read Western's regulations and procedures concerning accommodation for illness: https://www.uwo.ca/arts/counselling/procedures/medical_accomodation.html. Students who have documented 'special needs' and/or official notifications of accommodation from the Dean's office —emailed directly to me—will be accommodated accordingly, including exemption of exams and assignments if circumstances warrant. For either medical or non-medical academic accommodation, such documentation must be submitted by the student directly to the appropriate Faculty Dean's office and not to the instructor. It will be the Dean's office that will determine if accommodation is warranted. In all other instances of absences, omissions and tardiness on your part, I respect your maturity: you are adults. If you choose to miss lectures, assignments and examinations you are most at liberty to do so. The consequences are made evident in this course outline. If you are late to class—or must leave early—please do so quietly with minimal disturbance to your peers. Thank you.

Western's Policy on Accommodation for Medical Illness:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf

Western's downloadable Student Medical Certificate (SMC):

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

13.5. Academic Offences, including Plagiarism

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following web site:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)

13.6. Extensions & Late Submission

All requests for extensions on essay deadlines must be made in writing to me at least two weeks before the paper is due. I do not ask for an explanation or reason, simply the revised due date you wish. You may have up to three days beyond the initial due date. Essays submitted beyond the new due date will be penalized as per the course penalty (10% per day). Never slip assignments under my doors. Submit late assignments in the 'drop box' outside the main geography office.

13.7. Electronic Devices

Never record digitally (AV) or otherwise any part of our class lectures or labs without our prior and specific permission. Note taking is highly encouraged.

13.8. Accessibility

The Department of Geography strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities.

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Services for Students with Disabilities (SSD) at 519-661-2147 for any specific question regarding an accommodation. Information regarding accommodation of exams is available on the Registrar's website: www.registrar.uwo.ca/examinations/accommodated_exams.html

More information about "Accessibility at Western" is available at: <http://accessibility.uwo.ca>

13.9. Statement on Medical Issues

The University recognizes that a student's ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Please go to:

https://studentservices.uwo.ca/secure/medical_accommodations_link_for_OOR.pdf to read about the University's policy on medical accommodation. This site provides links the necessary forms. In the event of illness, you should contact Academic Counselling as soon as possible. The Academic Counsellors will determine, in consultation with the student, whether or not accommodation should be requested. They will subsequently contact the instructors in the relevant courses about the accommodation. Once the instructor has made a decision about whether to grant an accommodation, the student should contact his/her instructors to determine a new due date for tests, assignments, and exams.

Students must see the Academic Counsellor and submit all required documentation in order to be approved for certain accommodation:

http://counselling.ssc.uwo.ca/procedures/medical_accommodation.html

13.10. Statement on Mental Health

If you or someone you know is experiencing distress, there are several resources here at Western to assist you. Please visit the site below for more information on mental health resources: <http://www.uwo.ca/uwocom/mentalhealth/>.

13.11. Support Services

Student Support Services can be reached at: <http://westernusc.ca/services/>

Student Development Services can be reached at: <http://www.sdc.uwo.ca/>

14. Mutual Expectations

As the course instructor and field trip leader, you can expect me to come prepared for, and attend, all our meetings regularly and punctually. I will strive to promote a collegial atmosphere of mutual respect conducive to the exchange of ideas and learning: I demand the same from you. If we all abide by this code of civility and mutual respect, we set the stage for a mature, safe and intellectually stimulating forum where learning can happen.

Finally, if you have problems, questions, ideas or concerns with any aspect of the course, please raise the matter with me. I welcome your questions and constructive criticisms. It is always a delight and a privilege for me to take students to Montreal. It's my favourite Canadian city and I'm pleased to go there and share this experience with you. I look forward to getting to know you, while exploring with you the fascinating geographies of Montreal.

CODE OF CONDUCT FOR STUDENTS, STAFF, AND FACULTY FOR THE DEPARTMENT OF GEOGRAPHY

Affiliation with the Department of Geography presumes mutual respect among students, staff, teaching assistants, and faculty. A positive atmosphere of professionalism and collegiality is essential for everyone to perform to the best of his or her abilities. This requires respect for the opinions and questions of others and behaviour that is, at all times, courteous, and conducive to creating a pleasant and productive environment for learning and working.

As members of a Department of Geography, we are expected to show special respect for our environment, being individually responsible for promoting a clean and safe work environment within the facilities of the Department and the Social Science Centre, including classrooms, laboratories, the

Map Library, offices, hallways, washrooms, exterior grounds, and the facilities and vehicles used in field courses and field trips.

It is inevitable that misunderstandings will occur from time to time. However, it is in everyone's interest to try and resolve problems in a non-confrontational manner. Threatening, violent, or abusive behaviour, harassment (including sexual and racial harassment), rudeness (in person, in writing, or on the telephone), and abuse of authority, for whatever reasons, corrode good working and learning conditions.

Incidents that cannot be resolved amicably may be reported to the Chair of the Department (661-3653). The Chair will consider appropriate actions for resolving the problem, usually after consultation with the parties involved. If required, contact with university services (e.g., Police, Equity) or civil authorities will be invoked.

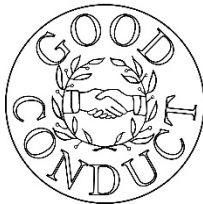
STUDENT USE OF UNIVERSITY FACILITIES AND CLASSROOM DECORUM:

Students are expected to comply with the authority of University staff and faculty on all matters relating to access to facilities (offices, classrooms, laboratories, and Map Library) and to use of equipment and resources.

Students are expected to attend all lectures and laboratory sessions regularly and punctually. Instructors are responsible for maintaining an appropriate academic atmosphere in all class activities; students are expected to cooperate in this effort. Actions that impede instruction deter the ability of students to learn, or show disrespect for instructors and fellow students, will not be condoned in Geography classrooms and labs. Such actions include reading during lectures, disturbing consumption of food or drink, use of walkmans and radios, and disruptive conversation. Serious disrespect for classroom decorum should be reported to the instructor and, if required, to the Chair of the Geography Department (SSC 2429, Telephone 661-3653).

Students are expected to adhere to University standards of academic honesty, as outlined under "Scholastic Offences" in the Western Calendar. Unacceptable practices include cheating, impersonation, plagiarism, misrepresentation of research, falsification of documents, obstructing the academic activities of another, aiding or abetting academic misconduct, and abuse of confidentiality. In addition to incurring penalties, as outlined in the Calendar, some academic offences may fall under the Criminal Code of Canada.

Approved on behalf of Faculty, Staff, and Students by the Council of the Department of Geography on 4 March 1994.



Please Note: Course content and dates may vary due to unforeseen circumstances.



MEDIA PERMISSION

Project Lead: _____

On _____, a photographer and/or videographer acting on behalf of the University of Western Ontario ("Western") may be taking photographs and/or videos at _____ (the "Event").

Permission: I grant permission to Western and its representatives to photograph and video me, and otherwise capture my image, and to make recordings of my voice at the Event.

Grant: I grant to Western and its representatives, the right to use, reproduce, distribute, and broadcast my image, including my name, voice, likeness and affiliation with Western captured in such recordings in any media now known or later developed as well as my name for promoting, publicizing or explaining Western and its activities and for administrative, educational or research purposes. This right also extends to any of the contents performed, created or provided by me which are captured in any recordings, such as my performances, artwork, compositions or similar materials. This right is irrevocable, royalty-free, worldwide, non-exclusive and transferrable.

Ownership. I acknowledge that Western owns all rights to the images and recordings.

Waiver: I waive:

- i. any right to inspect or approve the use of the images or recordings or of any written copy;
- ii. all moral rights; and
- iii. any right to royalties or other compensation arising from or related to the use of the images, recordings or materials.

Other: I am not a member of any performers union or guild and I am of the age of majority.

Name of Participant (Please Print)

Date

Signature

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The Department of Geography

ACKNOWLEDGEMENT AND ASSUMPTION OF RISK

Student Name: _____ Student # _____

Name/Location Field Course: _____

Date of Trip: _____

I am aware that during field trips, exchanges or other excursions in which I am participating under the arrangements of the University of Western Ontario, certain risks and dangers may occur, including, but not limited to, the hazards of traveling, accidents or illness in remote places without medical facilities, the forces of nature and travel by air, train, automobile or other means, as well as exposure to customs and practices of societies different from our own. Accordingly, I understand that despite its efforts, the University may not be able to ensure my complete safety at all times from such risks and dangers. More particularly, I appreciate that the University of Western Ontario does not carry medical, accident or injury insurance for my benefit. Further, there may be certain matters for which I could be at fault personally if the accompanying circumstances do not relate to or arise from my education, or if my activities or conduct fall short of what would be considered a reasonable standard for an individual in my position. In these cases I agree to be accountable in all respects for my own actions and not to ask the University or its employees to accept the consequences thereof; further, I agree to be responsible for any claims made against the University in relation to such actions.

I acknowledge that I have been advised by UWO of such risks and dangers as well as the need to act in a responsible manner at all times. My signature below is given freely in order to indicate my participation in the above mentioned Program.

Signature: _____ Dated: _____

Witness: _____ Dated: _____

Your OHIP number: _____

Other Health Insurance Plan, type, & number: _____

Person to Contact in case of emergency: _____

Emergency Contact Telephone number: _____

The information on this form is collected under the authority of *The University of Western Ontario Act, 1982*, as amended, and is needed for use in the event of a medical or other emergency. If you have any questions about the University's collection, use, or disclosure of this information, please contact the Coordinator, Freedom of Information and Privacy Office, Stevenson Hall, Room 4101, 519-661-2111 ext 84543

EMERGENCY INFORMATION – CONFIDENTIAL

Student Name: _____ Student # _____

Home University: _____

Field Course/Location _____

MEDICAL INSURANCE

OHIP # (or equivalent): _____

Name of other insurer(s) and policy numbers: _____

Name of Policy Holder (if not student): _____

Policy holder guarantees that additional insurance is in force for the duration of the field course.

Signature of Policy Holder

HEALTH INFORMATION

Please list any allergies, drug sensitivities, regular medications and other information that might be of significance to a physician or hospital treating you in an emergency situation.

EMERGENCY CONTACT

Please give the following information for a person who can be reached in an emergency, during the course.

Name: _____

Relationship: _____

Address: _____

Phone (H): _____

(W): _____

(C): _____