

Course Outline

CS1026A: Computer Science Fundamentals I

Sections 650 (Online Only)

Summer 2026

1. Course Information

1.1. Course Description

CS 1026 introduces the basic concepts of computer programming and program design. It is intended for students who have interest in learning basic programming skills including those who intend to study Computer Science. This course assumes no previous programming background, although having some experience with programming is an asset. Programming skills will be developed using the Python programming language. Course topics include: data types, variables, expressions, program constructs, strings (text), functions, basic data structures (lists, tuples, sets, and dictionaries), file input/output, exception handling, object-oriented design, classes, and problem-solving techniques. Programming examples and assignments are taken from a variety of disciplines.

1.2. Antirequisite(s)

Computer Science 1025A/B, Computer Science 2120A/B, Data Science 1200A/B, Engineering Science 1036A/B, Digital Humanities 2220A/B.

2. Instructor Information

Instructors	Section	Email	Office
Tyler Pattenden, PhD	650 <i>(Online Only)</i>	tpattend@uwo.ca	N/A

The instructor will generally try to respond to e-mails in two business days (non-holiday weekdays). It is important to start working on assignments early, such that we have enough time to respond to your questions before the due date.

Students **must** use their Western (@uwo.ca) email addresses when contacting their instructors or TAs. We will be unable to respond to e-mails sent from other email providers for privacy reasons. Include the course code (CS1026) in the subject line of emails to avoid your emails being sent to our spam folder.

Please also note that Python source files (files ending in .py) are blocked by Western's e-mail server. If you need to send a Python file to your instructor or a TA, please first place it in a zip archive or rename the file extension to .txt.

3. Class Schedule, Delivery Mode, & Technology Requirements

3.1. Delivery Mode

This is a fully online course that utilizes an asynchronous model. This means that lecture and tutorial videos will be posted weekly on the Brightspace course site and there will be no set meeting time. Students are expected to view the assigned videos and complete any assigned readings and required tasks before the end of each week.

Assigned videos, readings, tasks and homework are posted on Brightspace from the beginning of the course. An announcement will be sent out each Monday via the Brightspace site to let students know their weekly goal posts, what must be completed that week, and what is upcoming (deadlines, content, etc.). To succeed in this course, it is important that you complete these tasks each week and frequently check the course site (i.e., each day!).

3.2. Technology Requirements

To participate fully in this course, you are required to have a laptop capable of running Python 3.10 (or more recent) and PyCharm **Community** Edition (2024 version or more recent). This software is available for Windows, macOS, and Linux. The Community Edition of PyCharm is free of charge. Do **not** get the Professional version as it is not free and not required for this course. Alternatively, you can also use Visual Studio Code (VS Code), which is free of charge.

You will also need a web browser and reliable internet connection capable of viewing YouTube videos, taking tests online, using Zoom (used for student hours), and submitting assignments online (via Brightspace and Gradescope). You will be required to agree to accept the terms of use and privacy agreements for all required software and services to take this course.

For the final exam, you will be required to use Proctortrack (<https://proctortrack.com/>). As such **you are required to have a working webcam and microphone** well in advance of the exam. These can be built into your laptop or external. By signing up for this course, you agree to the use of Proctortrack for your final examination.

3.3. Tentative Topics

- Introduction to Computers & Python
- Variables & Types
- Input/Output
- Conditionals
- Loops
- Functions
- Lists, Tuples, Sets, and Dictionaries
- Debugging, Problem-Solving Techniques and Exception Handling
- Introduction to Object-Oriented Programming

3.4. Key Sessional Dates (Distance Studies First-Term)

Classes begin: May 4, 2026

Classes end: June 12, 2026

Final Examination: June 13, 2026

3.5. Student Hours

Will be posted on Brightspace. The instructor will host student hours (sometimes called office hours by other instructors) on Zoom each week.

4. Course Materials

4.1. Required Textbook

This course has one *required* eTextbook:



Title: Programming in Python 3

zyBook ISBN: 979-8-203-08686-0

zyBook Code: UWOCOMPSCI1026APattendenSpring2026

Author: Bailey Miller

You may either purchase an access key from [the Western Book Store](#) or purchase the eTextbook directly from zyBook's site. The price of the text from the Book Store is \$50 Canadian, the price of the text from zyBook's is about \$50 USD.

Each week assigned readings from this text will be posted to the Brightspace course site as well as recommended homework and studying activities. Completing these readings and homework the week they are posted is highly recommended and is how to earn participation marks (more details about this are in **Section 5: Methods of Evaluation**).

4.2. Brightspace Course Site

Course material will be posted to Brightspace: <https://westernu.brightspace.com/>

Students are responsible for checking the course Brightspace site (<https://westernu.brightspace.com/>) and their Western email regularly for news and updates (at *least* once a week). This is the primary method by which information will be disseminated to all students in the class.

If students need assistance with the course Brightspace site, they can seek support on the [Brightspace Help](#) page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be contacted by phone at 519-661-3800 or ext. 83800.

5. Methods of Evaluation

Grading Scheme and Assessment Dates

The overall course grade will be calculated as listed below:

Course Element	Weight	Notes
Assignments	32%	See Assignments section for breakdown
Labs	7%	Best 7 of 11, each worth 1%
Quizzes	20%	2 quizzes, each worth 10%
Participation	6%	Can be earned via ZyBooks
Integrity Module	1%	Must complete module and agree to terms
Final Exam	34%	Saturday, June 13 th from 2 – 5pm

** Before being allowed to complete any assignments or access lecture content you MUST complete the online orientation quiz. Brightspace will not allow access to these until you complete the orientation quiz.*

To be eligible to receive a grade of 50% or higher (i.e. to pass the course), you must achieve:

- at least 40% weighted average on the quizzes and final exam
- at least 40% weighted average on the four assignments
- Submit at least 2 assignments.

If you fail to meet **any** of these conditions, your final mark will be either 45% or your calculated grade, whichever is lower.

To be eligible to receive a grade of 65% or higher (i.e. to be eligible to take COMP 1027), you must achieve:

- at least 50% weighted average on the quizzes and final exam
- at least 50% weighted average on the four assignments
- Submit at least 3 assignments.

If you fail to meet **any** of these conditions, your final mark will be either 60% or your calculated grade, whichever is lower.

5.1. Assignments

There will be Python programming assignments based on topics you learned from the lectures, labs, and zyBook readings. Each assignment will require you to implement one or more Python programs based on a given specification (assignment document).

All assignments are due via [Gradescope](#) at 11:59 PM on the given due date unless stated otherwise. If an assignment has to be cancelled **by the instructors** for any reason, the remaining assignments will be re-weighted to add up to 32%. Instructions for using Gradescope will be provided on the Brightspace course site.

A **tentative** (subject to change) schedule of assignments is given below (see the Brightspace course site for official due dates and assignment descriptions):

Assignment	Tentative Due Date	Weight (of your final grade)	Tentative Topics
1	Thursday, May 14	5%	Basic operations, conditional statements, strings, and input/output
2	Thursday, May 21	7%	Conditional statements, loops, and functions.
3	Thursday, Jun 4	10%	Functions, lists, files, and exceptions.
4	Thursday, Jun 11	10%	Classes, objects, dictionaries, and lists.

Assignments will be posted to Brightspace at least one week before the official due date.

Late Coupons & Late Policy

It is expected that students budget enough time to properly submit their assignments via Brightspace and allow for any unforeseen technological issues. Students are expected to regularly backup their assignments and submit well before any deadline.

To allow for flexibility and any unexpected circumstances that may impact your ability to submit assignments a late coupon system is used in this course:

1. Each student will be given **four (4)** "late coupons" in total for the semester that may be used to submit an assignment one day late per coupon without penalty.
2. You can use **at most 3 late coupons per assignment.**
3. If you submit late and have no late coupons remaining, **a zero grade will be given on the assignment.**
4. If you submit more than 3 days late, **a zero grade will be given on the assignment** regardless of the number of late coupons you have remaining.
5. Late coupons will **not** be replenished. For example, if you use 3 late coupons on Assignment 1, you will only have 1 left for the remainder of the course.
6. Late coupons will be applied automatically when an assignment is submitted late. You are not required to inform the course instructor or TA.
7. Each late coupon is valid for a 24-hour period only. For example, if an assignment is due on September 1st at 11:59 PM and you submit on June 2nd at 12:00 AM (one minute past 11:59 PM) this would require one late coupon, as would any submission between June 1st at 11:59 PM and June 2nd at 11:59 PM. After June 2nd at 11:59 PM and up to June 3rd at 11:59 PM, 2 late coupons would be required. After June 3rd at 11:59 PM and up until June 4th at 11:59 PM, 3 late coupons would be required. After June 4th at 11:59 PM, no more submissions will be accepted, and a zero grade will be given on the assignment regardless of how many late coupons you have remaining.

8. **It is the student's responsibility to keep track of how many late coupons they have available throughout the semester.** An item in the Brightspace gradebook will be used to track your late coupons but this is not updated live and may be out of date. In case of a discrepancy, the actual number of coupons used (and not what is listed in Brightspace) will be used for determining any late penalty.
9. Re-submissions are allowed up to 3 days after the due date but note that re-submissions after the deadline will be considered late, regardless of when the initial submission was made. The date and time of your most recent re-submission will be used for determining lateness.
10. Late coupons must be used before any special circumstances are considered. This means that you need to consume all late coupons before applying for academic consideration for an assignment.
11. **After all late coupons are used, no extensions will be given for assignments** except for in the event of serious medical or compassionate grounds. A student must follow the procedure for Academic Accommodation for Medical Illness as given in this document and provide medical documentation to academic advising.
12. **Late coupons cannot be used on any course component except assignments.**

Assignment Rules & Policies

The following rules and policies apply to all assignments:

1. Gradescope and Automated Tests:

- a. All assignments must be submitted via Gradescope. No assignments will be accepted via email, Brightspace, or any other method.
- b. A portion of each assignment's grade will come from auto-graded tests and the rest will come from programming style, formatting, logic, comments, etc. Some of the tests will be provided but additional tests may be run that are hidden from you. You should create your own additional tests to ensure your code works properly in all cases. It is your responsibility to ensure the tests run and pass on Gradescope in order to get full marks.
- c. Any attempts to "hardcode" or otherwise "fool" the autograder will result in a zero grade on that test even if the test shows as passing on Gradescope.
- d. You can re-submit as many times as needed on Gradescope without penalty. However, re-submissions that come in after the due date are considered late and will be subject to late penalties and/or coupons, based on the policies described above. Note that if you wish to revert to an earlier submission, you can re-activate them in Gradescope but it is your responsibility to ensure the version you wish to submit is activated before the assignment is closed for submissions (within 3 days of the official due date).
- e. To ensure success with the automated Gradescope tests, students are highly recommended to read the assignment instructions carefully. Do your very best to match exactly what the assignments are asking of you – including exact phrasing of outputs, exact phrasing of function calls, etc. The automated test is built to match the assignment instructions as closely as possible, so you should do the same.

2. Regrade Requests:

- a. If you disagree with the grading of your assignment or have questions about how the mark was determined, you should submit a regrade request via Gradescope within 1 week of the

assignment being returned to you. The teaching assistant who marked your assignment will review your request and determine if any adjustment is necessary. If you feel the response to your regrade request was not sufficient, you may bring the issue to the attention of your course instructor (via email).

- b. No regrade requests will be considered if they are submitted outside of Gradescope (e.g. via email) and no regrade requests will be considered after 1 week of the assignment being returned.
- c. No regrade requests will be considered for automated tests. It is your responsibility to ensure that any automated tests on Gradescope are passing before making your final submission.

3. Academic Integrity:

- a. **Assignments are to be done individually, not in groups or with the aid of others** (including tutors or using code from online and other sources). Submitted code will be run through a similarity-checking software. Any students with significantly high similarity will be referred to the department's integrity committee and will receive a zero grade (the integrity committee may apply additional penalties). **Do not copy or share code in any way.**
- b. **You may not use generative AI or tools capable of generating code for assignments.** Use of these tools on assignments (even for small portions of code or comments) will result in a zero grade and referral to the department's integrity committee.
- c. **You may not use code you have previously written from past courses or past terms** without written permission from the course instructor.
- d. **You may not share or otherwise publish your code online (e.g. to GitHub) publicly** until one month after the course has completed.

5.2. Labs

Lab activities are built to allow you to practice skills taught via online lessons in an open, less rigorous method. You will be given two lab activities per week, that are always to be submitted by Friday at 11:59PM. They will contain some multiple choice or short answer questions, as well as a few small programming activities. You will submit your answers to the questions and your code via Brightspace. Lab activities are graded for completion out of two points. Receiving two points on activities means you have done your best to complete all assigned portions of the activity and have given a good effort; receiving one point means some portions of the activity are missing; and zero points means you did not complete the activity. Your best 7 of 11 activities will count towards your final grade.

Lab instructions will be available on the course website at the start of each week and you are expected to complete the lab during the week it is posted. The **tentative** (subject to change) lab schedule is shown below:

Lab	Week	Tentative Topics
1	May 4 – May 8	Variables, user input, casting, printing
2		Boolean expressions, conditionals
3	May 11 – May 15	Loops
4		Functions

5	May 18 – May 22	Libraries
6		Lists
7	May 25 – May 29	Debugging, exceptions
8		File input/output
9	Jun 1 – Jun 5	Dictionaries, sets
10		Classes and objects
11	Jun 8 – Jun 12	Classes and objects

The following rules and policies apply to the labs offered in this course:

Labs will be **posted on Brightspace**. They should be **submitted to Brightspace**. Each lab is graded as pass or fail. To pass a lab and get full credit for completing a lab for a given week, you must:

1. Attempt all assigned activities and questions that are part of the lab.
2. Submit labs to **Brightspace in PDF format**.
3. Complete and submit the lab before the deadline. There is **no late policy period for lab submissions**. We do not accept late submissions as any three lower-grade labs (or labs not submitted) will be dropped.
4. **No late submissions will be accepted for labs. The submission will be disabled automatically at 11:59 PM on the due date.**

Labs are due at 11:59 PM on Fridays during the week they are posted. Students are expected to complete labs in the week they are assigned. Labs are typically posted on Mondays, but they may be made available 1-2 days earlier.

You may work on labs with other students enrolled in the course however the following are still considered academic offences for labs:

1. Submitting a lab for another student for any reason. You may not use another student's Western ID and Brightspace.
2. Misrepresenting another's work as your own, copying from an online source, having another person solve the lab for you, or using a tool (e.g. generative AI) to solve labs for you.
3. Submitting the work of another student as your own. You are encouraged to work with other students on labs but must have your own solution written by yourself.

5.3. Quizzes

There will be two quizzes tentatively scheduled for May 15 and May 29. Each quiz will be 30 minutes in length. Quizzes will be held **online**, and will be open for a window of time during the evening on the previously mentioned dates.

All quizzes are individual work and closed book. You may not use electronics of any kind. Having a phone or other electronic device on your person (including in your pocket) is not allowed and will be treated as an academic offence.

No make-up quizzes will be offered. If you miss one of the quizzes for any reason, the weight of that quiz will automatically be placed on the other quiz (no consideration request or notification is required). If you miss both quizzes, you will need to request an academic consideration from your home faculty's

advising unit for missing the second one; and the weight of both quizzes will be placed on the final exam if your academic consideration is approved. Note that a poor quiz grade is not grounds for re-weighting the quiz(zes).

Technological issues. If any technological issues occur during the quiz that impact your writing time you must 1) report the issue to the course instructor within 24 hours of the quiz, 2) make every effort to document the issue (take screenshots for example), and 3) actively work with Western's Exam support team to resolve the issue. If all three conditions are satisfied, it is clear that a significant amount of your writing time was impacted, and the issues were not a result of you failing to follow the quiz instructions, the weight of your quiz will be moved to the final exam.

Quizzes are **online** and will be multiple choice. Topics for each quiz will be posted during the Monday announcement for that week.

5.4. Participation

Your participation grade can be achieved with completion of assigned ZyBooks activities. For each week, you can earn 1% participation through completion of the ZyBooks activities.

5.4.1. ZyBooks Participation

The ZyBooks participation is earned by reading and completing all activities in the assigned sections for the given week. This will be graded as a pass or fail for each week's set of readings.

There are two types of activities in ZyBooks: Participation Activities and Challenge Activities. You must complete all activities of **both** types in the assigned sections to get credit for that week.

Note that ZyLabs are optional and do not contribute to the ZyBooks participation mark. There are also some optional sections in the ZyBooks that do not contribute to the participation mark.

You must subscribe to ZyBooks using your UWO email address and the same name on your Western profile. A penalty will be applied if your name or email address do not match that in our system.

5.5. Integrity Module

You must take and complete the Academic Integrity Tutorial which is a 60-90 minute tutorial about academic integrity. Specifically, the tutorial covers the following topics:

- What academic integrity means and why it matters
- Strategies to avoid misconduct (e.g. citation, collaboration, time management)
- Common scholastic offences (e.g. plagiarism, cheating, falsification)
- Consequences of violations and how to uphold integrity in your work

The tutorial can be found here: <https://westernu.brightspace.com/d21/le/discovery/view/course/124464>

Upon completion of this tutorial, you will receive a certificate with your name on it. You will need to then go into our course site on Brightspace into Quizzes > Integrity Agreement Quiz and upload your

certificate to prove you completed the Academic Integrity Tutorial. The quiz will also ask you to confirm that you understand and agree to the terms of academic integrity in our course.

You must complete the tutorial and then the quiz on our course site by May 29, 2026, to receive the 1% toward your final mark. Late submissions will not be given any marks (although the tutorial is still strongly recommended at any time even if you miss the due date).

5.6. Final Exam

The final examination is scheduled for June 13th from 2pm – 5pm (London, Ontario local time). **The final exam is cumulative, closed book, and is 3 hours in length.**

You must be available during the final exam period. No special (make up) exam will be offered if you are absent due to avoidable travel conflicts.

5.5.1. Final Exam Rules:

The final exam will be cumulative and is 3 hours in length.

The exam is closed book and notes. You may not access any site or resource other than the exam on Brightspace during the exam. Any violations of this rule (or any rule given in the exam) will result in a zero grade on the exam and a referral to the department's integrity committee. You **must** have Proctortrack running and in working order during the full length of the exam. Any attempt to bypass Proctortrack will result in a zero grade on the exam and a referral to the department's integrity committee.

No electronics allowed. No electronics are allowed other than the one computer, one monitor, one keyboard, and one mouse you are using to take the quiz. If any other electronic device (including more than one monitor, calculators, phones, headphones, ear buds, or smart watches) is visible, a zero grade will be given on the exam and a referral will be made to the department's integrity committee.

Detailed room scan required. Before the final exam, you are required to complete a detailed scan of the room you are writing the exam in. This scan must include every surface visible to you while writing the quiz, be slow enough to clearly capture every surface, show both sides of any blank paper you are using to write notes, show any water bottles/containers (must not have labels on them), and be at least 2 minutes in length. Any exam with an insufficient room scan, that is missing any of these requirements, will result in a 10% penalty to the exam grade.

Face in frame. At all times while you are writing the final exam your full face must be in view of the webcam. If a significant amount of the exam is spent with only part of your face in frame (e.g. only showing the top of your head or a small part of your face) a mark penalty of at least 10% will be applied to your final exam. This rule does not apply to times when you are permitted to leave the exam area (e.g. permitted bathroom breaks).

No other person in the room. At no point can another person be in the room with you while you are writing the exam, nor can any other person be speaking or communicating with you in any way during the exam. If it will not be possible for you to write in an empty room, you must contact the course instructor at least 2 weeks before the final exam to make alternative arrangements. Any violations of this rule will result in a zero grade on the exam and a referral to the department's integrity committee.

No food allowed. No food is allowed during the final exam (except for special cases where needed for medical or religious reasons). However, drinking water is allowed if held in a clear unlabelled container and show in detail in your room scan.

You may take notes. You are allowed to have at most 3 pieces of blank paper and a reasonable amount of writing utensils to take notes during the exam. These pages must be completely blank and each side of each page to the camera in detail during your room scan.

Technological issues. If any technological issues occur during the exam that impacted your writing time you must 1) report the issue to the course instructor within 24 hours of the end of the exam, 2) make every effort to document the issue (take screenshots for example), and 3) actively work with Western's Exam support team and Proctortrack's support team to resolve the issue. If all three conditions are satisfied, it is clear that a significant amount (over 30 minutes) of your writing time was impacted, and the issues were not a result of you failing to follow the exam instructions or failing to onboard, you will be considered for a makeup exam.

6. Accommodations & Missed Coursework

6.1. General information about missed coursework

Students must familiarize themselves with the *University Policy on Academic Consideration – Undergraduate Students in First Entry Programs* posted on the Academic Calendar:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

This policy does not apply to requests for Academic Consideration submitted for **attempted or completed work**, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult [Accessible Education](#).

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage:

https://registrar.uwo.ca/academics/academic_considerations/

All requests for Academic Consideration must be made within 48 hours after the assessment date or submission deadline.

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make one Academic Consideration request **without supporting documentation** in this course. However, the following assessments are excluded from this, and therefore always require formal supporting documentation:

- Examinations scheduled during official examination periods (Defined by policy)
- Assignments requiring additional accommodation beyond that provided by the late coupon system (one exception allowed by course syllabus).

Due to the built-in flexibility in all course components other than the final exam, students cannot make any Academic Consideration requests without documentation in this course.

6.2. Evaluation Scheme for Missed Assessments

6.2.1. Assignments

Assignments may be submitted up to 3 days after the due date without documentation or a consideration request **but only if the student has enough late coupons remaining**. See section 5.1 for full details and rules on late coupons. Once all late coupons are used (they must be used first) or for absences longer than 3 days, a documented consideration request is required, and the weight of the assignment covered by the consideration request will be moved to the final exam or an appropriate extension for the assignment might be arranged, depending on the length of the absence. The time window in the consideration request must cover at least one day before the official due date and the time window must not be possible to cover by the students existing late coupons alone (late coupons must be used first). No consideration will be for requests that only cover days after the due date (i.e. the window covered by late coupons).

6.2.2. Labs

The four (4) lowest lab marks will be dropped including missed labs. No further accommodations will be made if more than four labs are missed, given this already built-in flexibility.

6.2.3. Quizzes

If exactly one quiz is missed, the weight of that quiz is automatically moved to the other quiz (which was taken). No documentation or consideration request is required for this.

If both quizzes are missed, an approved academic consideration will be required for the second missed quiz and the weights of both quizzes will then be moved to the final exam.

6.2.4. Participation

Participation can be earned via reading and completing ZyBooks activities. Each week, the participation mark can be earned.

Given these flexibilities, there will be no extensions, make-up options, or other accommodations for missed participation marks.

6.2.5. Final Exam

When a student misses the Final Exam and their Academic Consideration has been granted, they will be allowed to write the Special Examination (the name given by the University to a makeup Final Exam). See the Academic Calendar for details (under [Special Examinations](#)), especially for those who miss multiple final exams within one examination period.

6.3. Essential Learning Requirements

Even when Academic Considerations are granted for missed coursework, the following are deemed essential to earn a passing grade:

- The minimum requirements for the final exam, quizzes, and assignments averages as defined in Section 5 of this document.

6.4. Coursework with Assessment Flexibility

By policy, instructors may deny Academic Consideration requests for the following assessments with built-in flexibility:

- Assignments
- Labs
- Quizzes
- Participation

** Please do **not** send medical documentation to your course instructors or teaching assistants.*

7. Additional Statements

7.1. Religious Accommodation

When conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request an accommodation for their absence in writing to the course instructor and/or the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible but not later than two weeks prior to the writing or the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays:

<https://www.edi.uwo.ca>.

7.2. Accommodation Policies

Students with disabilities are encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found at:

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

7.3. Academic Policies

The website for Registrar Services is <https://www.registrar.uwo.ca/>.

In accordance with policy,

https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf

the centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at their official university address is attended to in a timely manner.

No calculators, phones, smart watches, headphones, or other electronic devices will be permitted during the final exam. No phones or other electronic devices may be on your person while writing the final exam.

While a laptop will be used for quizzes, you may not access any application other than a web browser to access the quiz on BRIGHSTPACE. No other sites or resources may be used for quizzes.

The final exam and quizzes are closed book. No notes, texts, or other resources are allowed.

7.4. Scholastic Offences

Policy on Scholastic Offences:

https://uwo.ca/univsec//pdf/academic_policies/appeals/scholastic_offences.pdf

Procedures on Scholastic Offences (Undergraduate):

https://uwo.ca/univsec//pdf/academic_policies/appeals/undergrad_scholastic_offence_procedure.pdf

7.5. Use of Electronic Devices During Assessments

In courses offered by the Faculty of Science, the possession of unauthorized electronic devices during any in-person **or** online assessment (such as tests, midterms, and final examinations) is strictly prohibited. This includes, but is not limited to: mobile phones, smart watches, smart glasses, and wireless earbuds or headphones.

Unless explicitly stated otherwise in advance by the instructor, the presence of any such device at your desk, on your person, or within reach during an assessment will be treated as a *scholastic offence*, even if the device is not in use.

Only devices expressly permitted by the instructor (e.g., non-programmable calculators) may be brought into the assessment room. It is your responsibility to review and comply with these expectations.

7.6. Use of Generative AI Tools

Unless otherwise stated, the use of generative AI tools (e.g., ChatGPT, Microsoft Copilot, Google Gemini, or similar platforms) is **not permitted** in the completion of any course assessments, including but not limited to: assignments, lab reports, presentations, tests, and final examinations.

Using such tools for content generation, code writing, problem solving, translation, or summarization—when not explicitly allowed—will be treated as a **scholastic offence**.

If the use of generative AI is permitted for a particular assessment, the conditions of use will be specified by the instructor in advance. If no such permission is granted, students must assume that use is prohibited. It is your responsibility to seek clarification before using any AI tools in academic work.

All required papers and assignments may be subject to submission for textual, metadata, and code similarity review using commercial plagiarism detection software under license to the University for the

detection of plagiarism (i.e. Gradescope and/or Measure Of Software Similarity (MOSS)). Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Gradescope (<https://www.gradescope.com/>).

7.7. Support Services

Please visit the Science & Basic Medical Sciences Academic Advising webpage for information on adding/dropping courses, academic considerations for absences, appeals, exam conflicts, and many other academic-related matters: <https://www.uwo.ca/sci/counselling/>.

Students who are in emotional/mental distress should refer to Mental Health@Western (<https://uwo.ca/health/>) for a complete list of options about how to obtain help.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

https://www.uwo.ca/health/student_support/survivor_support/get-help.html

To connect with a case manager or set up an appointment, please contact support@uwo.ca.

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. You may also wish to contact Accessible Education at

http://academicsupport.uwo.ca/accessible_education/index.html

if you have any questions regarding accommodations.

Learning-skills counsellors at Learning Development and Success (<https://learning.uwo.ca>) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

Additional student-run support services are offered by the USC, <https://westernusc.ca/services/>.