

WESTERN UNIVERSITY
LONDON CANADA

Department of Psychology
Fall/Winter 2026

Psychology 2660A Section 001

INTRODUCTION TO INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY

Welcome to *Introduction to Industrial and Organizational Psychology*. This course examines how psychology can be used to understand people at work and improve workplaces. We will use theory and research to consider practical questions about work, including how organizations hire and evaluate employees, what motivates people at work, how teams and leaders shape workplace experiences, and how organizations can become more effective while treating employees fairly and contributing to their well-being. Whether you plan to pursue I-O psychology further or not, the goal of this course is to help you think about work and organizations in a way that is informed by psychological research and evidence.

1 Calendar Description

An introduction to the theories, methods, findings and applications of industrial and organizational psychology. Topics to be covered include: personnel recruitment and selection, employee training and development, performance appraisal, work attitudes and motivation, leadership and group processes, and organizational design.

See the course in the institutional calendar:

<https://www.registrar.uwo.ca/academics/timetables.html>

Antirequisites: Psychology 2060, Psychology 2061A/B.

Prerequisites: A mark of at least 60% in 1.0 credits of Psychology at the 1000 level.

2 lecture hours; 1 tutorial hour.

Course Weight: 0.5

Unless otherwise stated, students are responsible for ensuring that they have successfully completed all prerequisites prior to enrolling. Where prerequisites have not been met, the instructor may require the student to withdraw from the course. In accordance with Western policy, this decision is not subject to appeal.

In the event of a discrepancy between this outline and Senate or University policies, the latter shall prevail. The instructor reserves the right to modify elements of this course outline for

pedagogical or operational reasons. Any such changes will be communicated to students in a timely manner.

2 Course Information

Instructor: Jose A. Espinoza
Office & Phone: see OWL Brightspace
Office Hours: Wednesdays 11:30 AM – 1:30 PM by appointment (see more information in *Booking Office Hours* below)
Email: jespinoz@uwo.ca (I aim to respond to emails within 24 hours Monday–Friday and within 48 hours on Saturday and Sunday.)

Teaching Assistant: TBD
Office: see OWL Brightspace
Office Hours: see OWL Brightspace
Email: TBD

Time and Location of Classes:

- Lecture 001: Tuesdays, 4:30-6:30pm in 3M-3250
- Tutorial 002: Wednesdays, 4:30-5:30pm in SSC-2020
- Tutorial 003: Thursdays, 4:30-5:30pm in SSC-3028

Important: For tutorials see *Tutorial Participation in 5 Evaluation* and *6 Assessment/Evaluation Schedule* for critical information on when to attend tutorials.

OWL Brightspace Course Website

In this course, we will also use a course site on OWL Brightspace (<https://westernu.brightspace.com/d2l/login>) to execute many aspects of the course, including announcements, distribution of course readings, and quizzes. For courses that include an online component, students must have a reliable internet connection and computer that are compatible with online learning system requirements.

Booking Office Hours

For the Instructor, office hours will be by appointment during times specified above in 2 Course Information. Full information on arranging a meeting can be found on the OWL Brightspace course website. As an overview:

- You **must** sign up for a slot using the Cal.com link provided on OWL and attend the specific time you signed up for.
- If you “drop in” without signing up, I might not be present or be in a meeting with another student.
- All meetings will occur over Zoom **unless we arrange otherwise**. I encourage you to book a meeting in person if you feel this would be most beneficial to you.

- If you have a scheduling conflict with office hours (e.g., in another class during that time), please email me to find an alternate date and time for a meeting.

3 Course Materials

No specific textbook is required for this course. Instead, course readings and other preparation materials will be made available through the OWL Brightspace course site. These materials may include textbook chapters, academic articles, professional resources, or other online materials that help introduce and apply key concepts.

Assigned readings and preparation materials will be identified on OWL Brightspace in relation to each lecture topic. Students are expected to check OWL Brightspace regularly to access these materials. Lectures, tutorials, and assigned materials are designed to complement one another, and students are responsible for material covered across all three.

4 Course Objectives and Learning Outcomes

This course is designed to introduce students to the field of Industrial and Organizational (I-O) Psychology. Students will learn how psychological theory and research can be used to understand people at work and improve workplace practices. Across the course, we will examine topics such as work design, performance appraisal, recruitment and selection, motivation at work, leadership, and teams. The course emphasizes the science of I-O Psychology and how to think about problems from this perspective to improve workplaces.

Upon successful completion of this course, students should be able to:

Learning Outcome	Learning Activity	Assessment
Depth and Breadth of Knowledge - Describe major topics, theories, and findings in I-O Psychology. - Explain how psychological concepts can be used to understand individual and group behaviour at work.	Lectures, assigned materials, tutorial activities.	Midterm Exam, Final Exam, Knowledge Check quizzes.
Knowledge of Methodologies - Identify basic research issues relevant to I-O Psychology (e.g., reliability, validity). - Explain how I-O psychologists gather and use evidence to study workplaces and inform organizational decisions.	Lectures, assigned materials, tutorial activities.	Midterm Exam, Final Exam, Knowledge Check quizzes, Reflections.
Application of Knowledge - Apply I-O Psychology concepts to practical workplace issues (e.g., designing selection systems, motivating employees)	Tutorial activities, Reflections.	Tutorial participation, Reflections, Midterm Exam, Final Exam.

- Use evidence-informed knowledge to analyze workplace practices and discuss their implications for employees and organizations.		
Communication Skills - Communicate ideas about I-O psychology concepts and work issues in oral and written formats. - Contribute constructively to group activities and discussions about workplace issues.	Tutorial activities, Reflections.	Tutorial participation, Reflections.
Awareness of Limits of Knowledge - Recognize workplace practices should be evaluated considering research evidence and the limitations of this evidence. - Identify how common-sense explanations for workplace behaviour may be incomplete, inconsistent, or biased.	Lectures, assigned materials, tutorial activities.	Midterm Exam, Final Exam, Reflections, Tutorial participation.
Autonomy and Professional Capacity - Participate in tutorial activities in a professional, respectful, and collaborative manner. - Reflect on how I-O Psychology may inform future experiences as employees, team members, or leaders.	Tutorial activities, Reflections.	Tutorial participation, Reflections.

5 Evaluation

The evaluation and testing formats for this course were created to assess the learning objectives as listed in section 4 and are necessary for meeting these learning objectives. All evaluations listed in this course outline are required components of the course and together account for 100% of the final grade. Weightings and assessment formats may be adjusted where required to support course learning objectives, with appropriate notice to students.

Note. For evaluation dates, see *6 Assessment/Evaluation Schedule*.

Evaluation	% of Final Course Grade
Knowledge Check Quizzes	5%
Reflections	10%
Tutorial Participation	10%
Midterm Exam	30%
Final Exam	45%

Knowledge Check Quizzes (5%)

Students will complete **four** “Knowledge Check” Quizzes throughout the course. These quizzes are designed to help students keep up with course material, practice responding to questions about key concepts, and prepare for the Midterm and Final Exam.

Each quiz will be completed online through the OWL Brightspace course site and will be available during a 24-hour window, opening at 12:00am on a Friday and closing at 11:59pm on the same Friday. Quizzes will typically include 8–10 multiple-choice, matching, and/or fill-in-the-blank questions and students will have 15 minutes to complete each quiz once started.

These quizzes are intended to be low-stakes opportunities for students to evaluate their knowledge and identify areas for improvement for future evaluations (e.g., exams). Although these quizzes are not proctored, students are expected to uphold academic integrity by completing them independently. Collaboration with other students and use of generative AI tools for this component are not permitted.

Only the best 3 out of 4 Knowledge Check Quiz grades will count toward the grade for this component. Prior to calculating the final grade for this component, the instructor will automatically drop the Knowledge Check Quiz with the lowest grade from the calculation. See *Policy on Missing Coursework* for more information about late or missed quizzes.

Reflections (10%)

Students will complete **two** Reflections during the course, each worth 5% of the final course grade. The purpose of the Reflections is to encourage students to think critically about course material, connect I-O Psychology concepts to real workplace issues or personal experiences, and independently engage with academic research beyond the lecture, assigned materials, and tutorial activities.

Each Reflection must focus on material from the relevant half of the course:

- **Reflection 1** must focus on material from the first half of the course and is due on **Friday, October 30 at 11:59pm**.
- **Reflection 2** must focus on material from the second half of the course and is due on **Friday, December 4 at 11:59pm**.

Each Reflection should be 300–500 words, not including references. In each Reflection, students must:

1. Identify and discuss **one** main takeaway, new learning, or perspective from the relevant half of the course and why it is important to them.
2. Identify and discuss **one** area, question, issue, or topic they would like to learn more about and why.

3. Engage with at least **one** peer-reviewed academic source relevant to the Reflection. This source must be located independently by the student and cannot be one of the assigned materials for the course.

Strong Reflections will be specific, clearly connected to course material, and grounded in concrete examples from lectures, tutorials, work, volunteering, current events, or other relevant experiences. Reflections that provide only vague, generic, or surface-level summaries of broad course topics, or those that exceed the maximum word count will receive lower grades. More information and the rubric for evaluation will be provided in lecture and on the OWL Brightspace course site.

Detailed feedback on Reflections will be reserved for students who actively seek it from their TA.

Tutorial Participation (10%)

Tutorials are a required and important part of this course. Tutorials are designed to help students apply I-O Psychology concepts through hands-on activities, group work, discussion, and brief deliverables. Tutorial activities will connect closely to course content and may combine multiple topics from lecture.

Students will enroll in one of the available tutorial sections when registering for the course. Within each tutorial section, students will then be randomly assigned to either the “A” or “B” rotation. Students are expected to attend **only** the tutorial meetings assigned to their section and rotation. This rotating structure allows tutorial groups to be smaller so that students can participate more actively and TAs can better support applied activities. **An exact schedule indicating when students should attend tutorial based on their tutorial section and A/B rotation will be posted on OWL Brightspace.**

Each tutorial will be graded out of 10 based on:

- Preparation before tutorial, such as completion of assigned preparation activities or materials.
- Engagement during tutorial, including active and respectful participation in activities and discussion.
- Contribution to tutorial deliverables, when applicable.

Tutorial grades will be assigned by the TAs shortly after each tutorial. At the end of the course, students’ Tutorial Participation grade will be determined based on their tutorial grades across the term, with consideration of the quality of students’ contributions and trends in participation. Evaluation will favour a pattern indicating that a student is engaged with the course, including insightful comments and questions during discussion, substantial involvement in hands-on activities, and contributions to a welcoming and inclusive learning environment. More information and the rubric for evaluation will be provided in lecture and on the OWL Brightspace course site.

Midterm Exam (30%)

The Midterm Exam will be written during the scheduled lecture period on **Tuesday, October 27**.

The Midterm Exam will be 2 hours in length and will cover lectures, assigned materials, tutorials, and other course content from the first half of the course.

The Midterm Exam may include multiple-choice, matching, fill-in-the-blank, and short-answer questions. Additional information about the format and content of the Midterm Exam will be provided in class and/or on the OWL Brightspace course site before the exam.

Final Exam (45%)

The Final Exam will be scheduled by the Registrar during the final examination period. The Final Exam will be cumulative, meaning that it will assess material from the entire course. However, greater emphasis will be placed on material covered after the Midterm Exam.

The Final Exam may include multiple-choice, matching, fill-in-the-blank, and short-answer questions. Additional information about the format and content of the Final Exam will be provided in class and/or on OWL Brightspace before the exam.

Policy on Missing Coursework

Students who encounter extenuating circumstances affecting their academic responsibilities may submit a request for academic consideration in accordance with Western University's Academic Consideration policies. Requests must be submitted through the [Student Absence Portal](#) and may require supporting documentation.

Students should **not** submit medical or other supporting documentation directly to the instructor or TAs.

The policies below describe how missed coursework will normally be handled in this course. These policies are designed to provide reasonable flexibility while ensuring that students still have opportunities to demonstrate the learning outcomes of the course. In the interest of fairness for all students in the course, these policies will be applied consistently, subject to approved academic consideration where applicable.

Knowledge Check Quizzes

Only the best 3 out of 4 Knowledge Check Quiz grades will count toward the final grade for this component. This means that students may miss **one** quiz without formal consideration and documentation, as the missed quiz will be treated as the dropped quiz. In addition, quizzes may be submitted up to 48 hours after the posted deadline without penalty. **Quizzes submitted more than 48 hours after the deadline will not be accepted.**

If a student misses more than one quiz due to extenuating circumstances, they should request academic consideration through the appropriate university process. If approved, the instructor will reweight the portion of the grade allotted to the quiz component across the remaining completed quizzes. Please note that the flexibility in assessment incorporated into this component means that a request for consideration may be denied (see [Policy on Academic Consideration](#)).

Reflections

Reflections may be submitted up to 48 hours after the posted deadline without penalty.

Reflections submitted more than 48 hours after the deadline will not be accepted without approved academic consideration. If academic consideration is approved, the instructor will determine an appropriate extended deadline for the Reflection. Please note that the flexibility in assessment incorporated into this component means that a request for consideration may be denied (see [Policy on Academic Consideration](#)).

Tutorial Participation

Students may miss one tutorial without formal consideration or documentation. In this case, the missed tutorial will not count toward the student's Tutorial Participation grade and the grade will be calculated based on the remaining tutorials. After one missed tutorial, **students will receive a grade of zero for each additional missed tutorial** unless they have received academic consideration through the appropriate university process.

If academic consideration is approved for an additional missed tutorial, the missed tutorial grade will be reweighted across the student's remaining tutorial grades. Because tutorials involve in-person, hands-on activities, make-up tutorials will not be offered. Please note that the flexibility in assessment incorporated into this component means that a request for consideration may be denied (see [Policy on Academic Consideration](#)).

Midterm Exam

Students who miss the Midterm Exam without approved academic consideration will receive a grade of zero on the Midterm Exam. The Midterm Exam is the "designated assessment" for this course requiring formal supporting documentation for academic consideration. **Students cannot use an undocumented absence for this component.**

If academic consideration is approved, the weight of the Midterm Exam will typically be reweighted onto the Final Exam. **No make-up for the Midterm Exam will be provided.** The Final Exam is cumulative, and this provides students with another opportunity to demonstrate their understanding of material from the first half of the course.

Final Exam

Students who miss the Final Exam without approved academic consideration will receive a grade of zero on the Final Exam.

Requests for academic consideration for final exams scheduled by the Office of the Registrar during the official examination period require formal supporting documentation. If academic consideration is approved, a Special Examination will be arranged according to university procedures.

Course grades within the Psychology Department are expected to be distributed around the following averages:

70%	1000-level to 2099-level courses
72%	2100-2999-level courses
75%	3000-level courses
80%	4000-level courses

In the event that course grades are significantly higher or lower than these averages, instructors may be required to make adjustments to course grades. Such adjustment might include the normalization of one or more course components and/or the re-weighting of various course components.

What Are Grades? (Instructor's Note)

In this course, you will be evaluated through various assignments, activities, and tests, each resulting in a grade meant to reflect your “performance” in the course. While this is a common approach in most educational settings, I wanted to express my thoughts on these grades and what they do and do **not** represent:

1. Grades are just **ONE very specific** way of measuring your knowledge, critical thinking, preparation, etc., in relation to the course. It is important to not generalize too far and draw conclusions not warranted by your grades.
2. Specifically, course grades are meant to be a measure of your understanding of **specific** content at one **specific** point in time. However, grades aren't just predicted by factors in your control! They are also influenced by many other things – time, energy, resources, support, and even what you feel like you were able and willing to give during a specific period in your life in which there may be many other “bigger” things going on (e.g., personal issues, worldwide political and economic uncertainty, humanitarian and climate disasters).
3. Remember that grades are **NOT** a measure of your worth as a person. Full stop.
4. A grade on a single assignment, a test, a handful of evaluations, or even a whole course does not represent your overall ability and potential.
5. If other people treat you like your grades are a measure of your worth as a person, read numbers 1-4 above again, because they are wrong.
6. Unfortunately, there is no way getting around the fact that grades are how we measure performance and that these grades may have important implications for your time in university and other aspects of your life (e.g., what courses you can take, when and if you graduate). This means we cannot ignore grades so **please use the resources available to you** to help you achieve the grades you need/desire.

- Ask questions in class and via email to get clarification.
- Use your instructor's office hours or arrange for another time to get help.
- Meet with TAs to review your assessments and discuss how to improve.
- Reach out to academic advising for guidance (see also *11 Other Information*)

Credit to Dr. Jordan Wagge of Avila University and Dr. Molly Metz of the University of Toronto for much of the phrasing in this section.

Disputing Grades (Instructor's Note)

If you believe that a grade you've received is unfair or inaccurate, please contact the instructor via email (jespinoz@uwo.ca):

- At least 48 hours **after** the grade has been returned.
- Provide a 1-2 paragraph written explanation for your dispute of the grade. Please be specific and refer to the rubric and guidelines for the assignment. You must make a strong case that is supported by the course material, assignment instructions, and criteria which were used to evaluate the assignment.
- If, in the instructor's judgment, there is merit to your dispute, you will be entitled to a **full** regrade of the assignment according to the evaluation criteria. Note that a regrade means that you may receive a 'new' grade that is higher or lower than what you originally received. Regardless of whether the 'new' grade is higher or lower it will replace the 'original' grade.

Please note that these steps are intended to provide a standard procedure for re-evaluating grades within this course and do not prevent you from pursuing other processes administered by the university (see also *11 Other Information*).

Policy on Grade Rounding

Course grades are rounded to the nearest whole number. No additional assignments will be offered to enhance a final grade. Requests to change a grade because it is needed for a future program will not be considered.

6 Assessment/Evaluation Schedule

Evaluation	Due Date
Knowledge Check Quizzes	
Quiz 1	Friday, October 2 at 11:59pm.
Quiz 2	Friday, October 23 at 11:59pm.
Quiz 3	Friday, November 13 at 11:59pm.
Quiz 4	Friday, December 4 at 11:59pm.
Reflections	
Reflection 1	Friday, October 30 at 11:59pm.

Reflection 2	Friday, December 4 at 11:59pm.
Tutorial Participation	
Tutorial 1	Scheduled according to tutorial section and A/B rotation.
Tutorial 2	Scheduled according to tutorial section and A/B rotation.
Tutorial 3	Scheduled according to tutorial section and A/B rotation.
Tutorial 4	Scheduled according to tutorial section and A/B rotation.
Tutorial 5	Scheduled according to tutorial section.
Exams	
Midterm Exam	Tuesday, October 27 during scheduled lecture time.
Final Exam	Scheduled by Registrar during the final examination period.

Knowledge Check Quizzes will be completed online through the OWL Brightspace course site. Each quiz will open at 12:00am and close at 11:59pm on the Friday listed above.

Tutorial Participation dates will depend on students' tutorial section and A/B rotation. An exact tutorial schedule indicating when students should attend tutorial will be posted on the OWL Brightspace course site.

The **Final Exam** will be scheduled by the Registrar during the final examination period.

7 Class Schedule

The course schedule for lectures is provided below. Information about tutorials and evaluations is provided as a reminder. Students should refer to *6 Assessment/Evaluation Schedule* and the OWL Brightspace course site for specific dates, deadlines, tutorial section information, and A/B rotation schedules. Students are also responsible for regularly checking the OWL Brightspace course site for assigned materials, tutorial preparation, quiz information, and any updates to the course schedule. Assigned materials will be identified on OWL Brightspace in relation to each lecture topic.

Date	Lecture Topic	Tutorial	Evaluation
Sep. 8	No Class (Term has not started)	N/A	
Sep. 15	Course Overview + Intro to I-O Psychology	N/A	
Sep. 22	Work Analysis and Design	Tutorial 1A	
Sep. 29	Performance Criteria and Appraisal	Tutorial 1B	Knowledge Check Quiz 1
Oct. 6	Recruitment and Selection	Tutorial 2A	
Oct. 13	Fall Reading Week	N/A	
Oct. 20	Training, Development, and Performance Management	Tutorial 2B	Knowledge Check Quiz 2
Oct. 27	Midterm Exam	N/A	Midterm Exam during class; Reflection 1

Nov. 3	Motivation	Tutorial 3A	
Nov. 10	Attitudes and Well-being	Tutorial 3B	Knowledge Check Quiz 3
Nov. 17	Leadership	Tutorial 4A	
Nov. 24	Teams	Tutorial 4B	
Dec. 1	Culture and Change	Tutorial 5	Knowledge Check Quiz 4; Reflection 2
Dec. 8	Current Issues	N/A	

8 Academic Integrity

Scholastic offences are treated seriously at Western University. Students are expected to understand and comply with the University's standards of academic integrity. Scholastic offences may result in penalties up to and including expulsion from the University. Please read [Western's Scholastic Offences](#) policy for definitions and examples of Scholastic offences.

Statement on Use of Electronic Devices

In Class and Tutorial: Electronic devices are invited into lectures and tutorials when they support learning. Students may use laptops, tablets, phones, or other devices to take notes, access course materials, participate in class activities, complete tutorial work, contribute to shared documents, search for relevant information during activities, or engage with other learning activities as directed by the instructor or TAs. If you find you have any concerns about the use of electronic devices in these settings (e.g., creating a distraction during tutorial), please reach out to the instructor.

Knowledge Check Quizzes: Knowledge Check Quizzes will be completed online using OWL Brightspace and, therefore, will require the use of an electronic device. For these assessments, the use of a desktop or laptop computer is strongly recommended. Although these quizzes are low-stakes and completed outside of class, all academic integrity expectations apply. Students must complete quizzes independently. Collaboration with other students and use of generative AI tools are not permitted.

Exams: Electronic devices are not permitted during the Midterm Exam or Final Exam, unless explicitly allowed by the instructor or required as part of an approved accommodation. This includes, but is not limited to, phones, laptops, tablets, smart watches, headphones, earbuds, and other devices capable of communication, storage, internet access, or recording. During exams, all unauthorized electronic devices must be turned off and stored away.

Plagiarism Detection Software

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 Western and Turnitin.com.

Use of AI

This course is designed to develop your own critical thinking, writing, and analytical skills. Accordingly, the use of generative artificial intelligence (AI) tools (e.g., ChatGPT, Claude, Copilot) to generate course content is **not permitted**, unless explicitly authorized by the instructor for a specific assignment. All use of artificial intelligence tools must comply with Western University's academic integrity standards.

Students may not use AI tools to:

- Generate written text, arguments, analyses, or interpretations
- Draft or rewrite assignment responses
- Paraphrase substantial portions of source material
- Create references or cite sources not independently verified

Limited, non-substantive uses of AI (e.g., spelling or grammar checks) may be permitted only if they do not alter the intellectual content of the work. Any permitted use must be explicitly disclosed. All submitted work must represent the student's own thinking and independent effort. Students are fully responsible for verifying the accuracy, originality, and integrity of any material they submit. Unauthorized or undisclosed use of AI constitutes a potential scholastic offence and will be handled in accordance with Western University's policies on academic integrity. Students are responsible for ensuring that all work complies with Western's scholastic integrity standards.

Multiple Choice Exams

Computer-marked multiple-choice tests and/or exams will be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

9 Academic Accommodations and Accessible Education

Western University is committed to providing an accessible learning environment. Students with disabilities or medical conditions requiring accommodation are encouraged to contact Accessible Education as early as possible. Accommodations will be implemented in accordance with University policy. Please review [Western's policy on academic accommodations](#) for students with disabilities. Accessible Education provides supports and services to students with disabilities at Western. If you think you may qualify for ongoing accommodation that will be recognized in all your courses, visit [Accessible Education](#) for more information. Email: aew@uwo.ca Phone: 519 661-2147

10 Absence & Academic Consideration

Please review Western's policy on [Academic Considerations](#).

11 Other Information

Helpful Websites

- Western's academic policies are available at the [Office of the Registrar](#).
- Departmental policies are available at the [Psychology Department website](#).
- Learning supports available at [Learning Development & Success](#).

Well-being

Western University provides a range of supports to promote student well-being. Students are encouraged to seek assistance when needed. Students who are in emotional/mental distress should refer to [Health and Wellness at Western](#) for a complete list of options about how to obtain help. 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.

Grade Appeals

If you wish to appeal a grade, please read the [policy documentation](#) on requests for relief. Please first contact the course instructor. If your issue is not resolved, you may make your appeal in writing to the Undergraduate Chair in Psychology (psyugrd@uwo.ca).

Copyright Statement

Lectures and course materials, including power point presentations, outlines, videos and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own educational use. You may not record lectures, reproduce (or allow others to reproduce), post or distribute any course materials publicly and/or for commercial purposes without the instructor's written consent.

Policy on the Recording of Synchronous Sessions

Some or all the learning sessions for this course may be recorded. The data captured during these recordings may include your image, voice recordings, chat logs and personal identifiers. The recordings will be used for educational purposes related to this course, including evaluations. The recordings may be disclosed to other individuals participating in the course for their private or group study purposes. Please contact the instructor if you have any concerns related to session recordings. Participants in this course are not permitted to privately record the sessions, except where recording is an approved accommodation, or the student has the prior written permission of the instructor. Students who require recordings as an accommodation should ensure this need is documented with Accessible Education.