Communication Expectations: Email or Canvas message is the preferred method of communication for this course. It is expected that you have read this syllabus prior to asking your professor questions through email or Canvas message. This is not to discourage your communication, which is absolutely encouraged, but to minimize questions that have already been answered here. Prior to messaging your professor, please check the syllabus for your answer. Additionally, there will be an FAQ discussion board in Canvas, where I will answer frequently asked questions. If the answer is not in either of these places, then move forward with the email/Canvas message. When you email, please include the course title, number, and section. Please view CLEAR’s Online Communication Tips (https://clear.unt.edu/online-communication-tips) for help and tips when communicating online. A typical response time on weekdays is 24 hours or less, but please do not expect the same response time over the weekends. Emails and Canvas messages sent over the weekend will usually not receive a response until the following Monday. I will not respond to emails asking for extra credit or grading leniency at the end of the semester. Grades will be posted in the Canvas gradebook within 24 hours of the assignment due date, so you should be tracking your progress throughout the semester. Waiting until the end of the semester is far too late.
Welcome to UNT!
As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT’s full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

Course Description: Integrates the scientific basis of exercise prescription with the practical skills of exercise prescription necessary for leadership of exercise in a variety of modes for groups of individuals.

Course Structure: This course will combine in-person and online learning in a blended format. The online portion will focus on theoretical concepts and asynchronous interactive lectures will be available on Canvas. The in-person portion will focus on the applied concepts where you can get hands-on experience in quantitative analysis.

Course Prerequisite(s): KINE 3080 – Exercise Physiology

Course Objectives: Upon successful completion of this course, students will:
1. Assess an individual's health, medical, and fitness status.
2. Perform active and resting fitness tests relevant to program design.
3. Demonstrate a working knowledge of fitness concepts, including basic nutrition, bioenergetics, biomechanics, and applied anatomy.
4. Design individualized physical activity programs to asymptomatic individuals or those who have been cleared by physicians.
5. Implement physical activity programs in a safe and effective manner and modify them as necessary to achieve clients' goals.

Materials:
- Supplementary materials may be used in this course and will be made available to you online via Canvas.

Teaching Philosophy
I believe the following proverb applies to the way many of us learn: “Tell me and I forget, teach me and I may remember, involve me and I learn.” As a result, I like to create an active environment for learning. As a result, there will be many interactive portions in the lectures where you will be expected to click through and respond to prompts for activity. Similarly, the in-class activities and other assignments will often require some more in-depth activity than simply answering questions.

Course Expectations
1. Keeping up with course materials and announcements: As a student in this blended course it is your responsibility to keep up and complete your work in a timely manner. If you do fall a little behind, you should make every effort to catch back up ASAP. I will expect each of you to log in to the Canvas course at least 3 evenly spaced times a week and to check your UNT email daily. Please check the Announcements area first, since that is where I will put important information.
2. If you have special learning needs, please inform the instructor immediately and provide the proper documentation from ODA.

3. If at any point during the semester you are unhappy with your performance in this class, please contact the instructor immediately, do not wait until after the last exam; there will be no more regular or extra credits points available at that time.

4. Academic dishonesty will not be tolerated (i.e., copying, plagiarism, cheating) and will result in a failing grade for the semester and will be referred to the Dean of Students for additional disciplinary actions.

Course Technology & Skills

Minimum Technology Requirements

- Computer
- Reliable internet access
- Speakers
- Microsoft Office Suite
  - Please view the UIT Student Help Desk information on how to install MS Office programs on your own devices (https://it.unt.edu/installoffice365).
- A laptop will be helpful for some of the in person meetings.
  - Need a laptop to bring to in-person course meetings? You have 2 options to rent one:
    - UNT UIT Help Desk http://www.unt.edu/helpdesk/index.htm
    - UNT library https://library.unt.edu/services/laptop-checkout/
- Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy

- Using Canvas
- Using email with attachments
- Downloading and installing software
- Using spreadsheet programs (MS Excel)

Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:
  - Sunday: noon-midnight
  - Monday-Thursday: 8am-midnight
  - Friday: 8am-8pm
  - Saturday: 9am-5pm
Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)
Rules of Engagement

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use “I” statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual’s experiences.
- Use your critical thinking skills to challenge other people’s ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as “YELLING!”
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using “text-talk” unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Course Assignments

There are multiple types of assignments for this course and descriptions of each are below. Assignments are planned to follow the course readings, lecture, labs, and discussions. They will reinforce and facilitate application of the material learned from the readings and class sessions. All assignments have tentative due dates that coordinate to their topic, and it is expected that they will be turned in on time. The assignments are as follows:

**Learning Modules:** Similar to a traditional classroom setting, you will need to watch lectures. The lectures are in voice narrated PowerPoint format, which has been converted to run on a standard web browser (i.e. FireFox or Chrome). You may watch the lecture as many times as you like. A printable “storyboard” version of the lecture is also available for download in PDF format in the same module where you will find the online lecture. There will be 11 learning modules completed during this class.

**Quizzes:** (40 pts total, 10 pts each) Four (4) quizzes will be given so that you can demonstrate knowledge of the online lecture material.

**Exams:** (200 pts total, 100 pts each) Two (2) exams, 100 points each. Two exams will be given: These exams will be multiple choice and short answer. Materials covered in class and online lectures as well as readings from the textbook will be the subject of exams. **If you fail to complete an exam by the due date you will be given a grade of 0, NO make-up will be offered.**
Projects: (60 pts, 20 pts each) There are three (3) projects that will demonstrate your knowledge and ability to implement topics covered in class lectures. These will cover topics such as resistance training, endurance training, and fitness evaluation.

Course Grading
Grading for this course will be based on a point system with a tentative maximum of 300 points. All assignments will be graded in a timely fashion and the Canvas gradebook will be updated often. There are no extra credit opportunities offered. Please do not email me asking for one. If your grade will not round to the next value, I will not bump your grade up (for example, 79.5 = B, 79.4 = C). I will not respond to emails about extra credit or leniency in grading at the end of the semester. The grade breakdown is as follows:
- A: 89.5-100% (Outstanding, excellent work. The student performs well above the minimum criteria.)
- B: 79.5-89% (Good, impressive work. The student performs above the minimum criteria.)
- C: 69.5-79% (Solid, college-level work. The student meets the criteria of the assignment.)
- D: 59.5-69% (Below average work. The student fails to meet the minimum criteria.)
- F: 59.49 and below (Sub-par work. The student fails to complete the assignment.)

Class Schedule: The class schedule is tentative and subject to change at any time. It will be available on Canvas and you should check it often.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
<th>Book Chapters</th>
<th>Items Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/26</td>
<td>Course Introduction (online)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/27</td>
<td>Introduction &amp; Resistance Training (online &amp; in-class)</td>
<td>Chapter 13</td>
<td></td>
</tr>
<tr>
<td>6/28</td>
<td>Facility Layout (online)</td>
<td>Chapter 24</td>
<td></td>
</tr>
<tr>
<td>6/29</td>
<td>Resistance Training Design (in-class)</td>
<td>Chapter 15</td>
<td></td>
</tr>
<tr>
<td>6/30</td>
<td>Work on Project #1</td>
<td>Chapters 13 &amp; 15</td>
<td></td>
</tr>
<tr>
<td>7/3</td>
<td>Legal Aspects of Training (online)</td>
<td>Chapter 25</td>
<td></td>
</tr>
<tr>
<td>7/4</td>
<td>4th of July</td>
<td></td>
<td></td>
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<tr>
<td>7/5</td>
<td>Nutrition (online)</td>
<td>Chapter 7</td>
<td>Quiz 1</td>
</tr>
<tr>
<td>7/6</td>
<td>Training Athletes &amp; Periodization &amp; (in-class)</td>
<td>Chapter 23</td>
<td></td>
</tr>
<tr>
<td>7/7</td>
<td>Work on Project #1</td>
<td>Chapters 13 &amp; 15</td>
<td></td>
</tr>
<tr>
<td>7/10</td>
<td>Exercise Psychology (online)</td>
<td>Chapter 8</td>
<td>Project 1</td>
</tr>
<tr>
<td>7/11</td>
<td>Aerobic Training (in-class)</td>
<td>Chapters 14 &amp; 16</td>
<td>Quiz 2</td>
</tr>
<tr>
<td>7/12</td>
<td>Exam 1 (online)</td>
<td></td>
<td>Exam 1</td>
</tr>
<tr>
<td>7/13</td>
<td>Client Consultation (online)</td>
<td>Chapter 9</td>
<td></td>
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<tr>
<td>7/14</td>
<td>Work on Project #2</td>
<td>Chapters 14 &amp; 16</td>
<td></td>
</tr>
<tr>
<td>7/17</td>
<td>Fitness Evaluation (online)</td>
<td>Chapters 10 &amp; 11</td>
<td></td>
</tr>
<tr>
<td>7/18</td>
<td>Flexibility and Warm-ups (in-class)</td>
<td>Chapter 12</td>
<td>Quiz 3</td>
</tr>
<tr>
<td>7/19</td>
<td>Plyometric &amp; Speed Training (online)</td>
<td>Chapter 17</td>
<td>Project 2</td>
</tr>
<tr>
<td>7/20</td>
<td>Preadolescence, Seniors, and Pregnancy (in-class)</td>
<td>Chapter 18</td>
<td></td>
</tr>
<tr>
<td>7/21</td>
<td>Work on Project #3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/24</td>
<td>Work on Project #3</td>
<td></td>
<td></td>
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<tr>
<td>7/25</td>
<td>Obesity and Metabolic Issues (in-class)</td>
<td>Chapter 19</td>
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<tr>
<td>7/26</td>
<td>Project #3 Due (online)</td>
<td></td>
<td>Project 3</td>
</tr>
<tr>
<td>7/27</td>
<td>Cardiac and Respiratory Issues (in-class)</td>
<td>Chapter 20</td>
<td>Quiz 4</td>
</tr>
<tr>
<td>7/28</td>
<td>Exam 2 (online)</td>
<td></td>
<td>Exam 2</td>
</tr>
</tbody>
</table>
Note 1: The following information is designed to help the class run smoothly. The instructor reserves the right to make additions and adjustments as necessary. Some of the writings, lectures, films, or presentations in this course may include material that conflicts with the core beliefs of some students. Please review the syllabus carefully to see if the course is one that you are committed to taking. If you have a concern, please discuss it with me at your earliest convenience.

Note 2: All assignments are due by 5:00 PM Central Time on the dates listed above unless otherwise indicated on the Canvas Syllabus.

Course Policies

Canvas: Materials for this course will be available on Canvas (lectures, slides, articles, syllabus, schedule, etc.). All assignments and exams will be completed through Canvas. If you have issues with Canvas, contact your professor immediately. Assignments may have time limits or strict deadlines and undocumented technical difficulties will not be accepted as an excuse for late/incomplete work. Please also contact the UNT UIT help desk with any technical issues (http://www.unt.edu/helpdesk/index.htm). Your ticket number may be used as proof of the incident if needed.

Attendance and Class Participation Policy

It is expected that students will attend, be active participants, and be prepared for in-class and online sessions of this course. This means that you have already read the accompanying textbook chapter prior to attending class sessions and viewing the module material. This course uses a mixture of teaching methods such as, presentation with screen capture lecture, interactive lecture, and various forms of labs, discussions, group assignments. Make up assignments are given only in extreme cases and missing assignments will have adverse effects on your overall grade. Active participation in this class is expected. There will be many activities and discussions over the course of this semester and your attendance and participation is required. All class activities are designed to reinforce, and support topics and concepts and a lack of participation will likely be a detriment to your overall grade.

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

Course Materials for Remote Instruction

Remote instruction may be necessary if community health conditions change, or you need to self-isolate or quarantine due to COVID-19. Students will need access to a webcam, microphone, and all other equipment listed in the technology section of the syllabus to participate in fully remote portions of the class.

Late Work

In rare cases, late assignments may be accepted for a reduced grade, but this is at the discretion of the professor. In extreme cases late assignments may be accepted for full credit, but this is entirely based on circumstances. If you are sick, have a medical or family emergency, etc. it is your responsibility to notify the professor in a timely manner and inquire about making up assignments. It is your responsibility to provide official documentation of any absence that is to be excused within 1 week of the missed class or
assignment for illnesses and other emergencies. Routine medical visits should not be scheduled during class time.

**Examination Policy**
Exams are delivered online in Canvas, but that does not mean they are open book. You should not be using notes or any other aid during exams. Exams have strict time limits to discourage any cheating and remove the ability to look up answers. You will receive a grade of 0 if you miss an exam. Please refer to the late work policy above if you feel you have an excusable absence. If you lose internet connection or have a technical issue during an exam, you should contact the UNT Student Helpdesk as soon as you can. You should also contact me but have the documented Student Helpdesk ticket so that I know it is a legitimate claim. Make-up exams will only be given for excused absences.

**Assignment Policy**
Due dates for each assignment are visible in Canvas and appear in the schedule attached to this syllabus. These dates are tentative and subject to change. You should see weekly reminders of upcoming due assignments when you view the course home page, but it is your responsibility to plan ahead. All assignments for this course will be completed in Canvas and some may require an upload. You must have access to MS Excel for many of the assignments in this course. Only MS Excel files will be accepted for uploaded data sets and assignments. If you need help with access to MS Excel, please refer to the Minimum Technology Requirements and Technical Assistance sections below.

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

**Instructor Responsibilities and Feedback**
It is my responsibility to help you grow, learn, and progress through the course material. Even though this is a blended delivery course, I will be available all along the way. You are not teaching yourself with the online content. Assignments, quizzes, exams, and projects should have clear instructions and expectations, but you should reach out to me if you have any questions or issues. As mentioned earlier you can expect a response to emails within 24 hours on weekdays, but emails sent over the weekend likely won’t get a response until the following Monday. I recognize that you work hard on your assignments and would like rapid feedback. I think you deserve this, so I make it a priority to have grades and feedback available within 24 hours of due dates.

**Syllabus Change Policy**
While a change is unlikely, the instructor does reserve the right to alter the syllabus. Any changes will be communicated to students and an updated version will be provided.
UNT Policies

Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. [Insert specific sanction or academic penalty for specific academic integrity violation.]

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student’s records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University’s policy. See UNT Policy 10.10, Records Management and Retention for additional information.
Acceptable Student Behavior

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT’s Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Access to Information - Eagle Connect

Students’ access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 [insert administration dates] of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-5652648.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not
require the student’s physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student’s full course of study requirement.

**University of North Texas Compliance**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

1. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

2. Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

**Student Verification**

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See [UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses](https://policy.unt.edu/policy/07-002).

**Use of Student Work**

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.
If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

**Transmission and Recording of Student Images in Electronically-Delivered Courses**

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.

2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.

3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

   Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

**Class Recordings & Student Likenesses**

Synchronous (live) sessions in this course may be recorded if necessary due to changes in requirements for COVID-19. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

**Academic Support & Student Services**

**Student Support Services**

**Mental Health**

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center)
Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- UNT Records
- UNT ID Card
- UNT Email Address
- Legal Name

*UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don’t assume someone’s name, we should also ask and not assume someone’s pronouns.

You can add your pronouns to your Canvas account so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- What are pronouns and why are they important?
- How do I use pronouns?
- How do I share my pronouns?
- How do I ask for another person’s pronouns?
- How do I correct myself or others when the wrong pronoun is used?

Additional Student Support Services

- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Multicultural Center (https://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.unt.edu/pridealliance)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
• Academic Success Center (https://success.unt.edu/asc)
• UNT Libraries (https://library.unt.edu/)
• Writing Lab (http://writingcenter.unt.edu/)