BCIS 5110 Programming Languages for Business Analytics
Fall 2022

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Office hours: *Wednesday 10:00-11:00am and Thursday 10:00am-12:00pm or by Appointment*

Class Time

Section	Time	Days	Location
009	6:30pm-9:20pm	Thursday	BLB055

Fall 2022 Academic Calendar

Dates	What happens
August 29, 2022	First Class Day (Monday)
September 5, 2022	Labor Day (university closed)
November 24-26, 2022	Thanksgiving Holidays (university closed)
December 7-8, 2022	Pre-finals Days
December 8, 2022	Last Class Day
December 9, 2022	Reading Day (no classes)
December 10-16, 2022	Finals

Quick links
Course materials
Schedule – topics, activities, reading materials, etc.
Grading – assignments, exams, due dates, grades
Attendance policy
Communication policy
Taking care of yourself in COVID-19

Delivery method and technology requirements

1. The course will be delivered in-person at BLB055. The classes will also be recorded via Zoom. The links to Zoom meetings are available on Canvas.
2. I will also hold live Zoom meetings for office hours twice a week: *Wednesday 10:00-11:00am* and *Thursday 10:00-12:00pm.* *This is **the Zoom link for office hours.*** In case you cannot make them, you may contact me for appointments. If you prefer in-person meetings, I will be in office on Thursdays during office hours.
3. Technique 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. Three place you can contact for help.

   UNT Help Desk

   Website: 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) (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Ryan College of Business Technique Assistance

The BLB computer labs on the first floor will open with reduced hours and reduced seating to comply with social distancing guidelines. There will be no BLB laptop checkouts due to potential contamination issues. The library has computers to check out for up to 24 hours https://library.unt.edu/services/laptop-checkout/. The RCOB virtual computer labs will be open for business 24x7x365 https://cob.unt.edu/lab/virtual-lab.

ITDS Department Technique Assistance
ITDS will tutoring sessions led by tutors. The ITDS Tutor Lab schedule will be posted sometime during week#1 and the online labs will open week#2.

Course description
Businesses nowadays rely heavily on data to make informed decisions. Business analytics uses statistical and machine learning techniques to extract valuable information out of large volume of data and to discover actionable insights in business contexts. This course aims to teach how to perform business analytics tasks using Python programming language. We will cover basic programming concepts in Python and useful packages for business analytics such as NumPy, Pandas, Matplotlib, ScikitLearn and NLTK. Students will learn to identify data related business problems in today's information-rich environments and program in Python to solve them.

Learning objectives
Upon completing this course, students will be able to apply their analytical and programming capabilities to build innovative business solutions using large datasets. They should be able to:
- Gain in-depth knowledge of native data types and control structures in Python
- Understand fundamental techniques to implement tasks in Python
- Prepare and organize data for data analysis
- Perform data mining tasks such as data visualization, prediction, classification, etc. using Python
- Integrate knowledge and skills learned in this course to provide an analytic solution to a business problem, from data collection, data cleaning, data exploration, data analysis, results interpretation and presentation, to action plan.

Course prerequisites
There are no required prerequisites for this course. However, this is a course that starts with programming basics but aims to advance a little faster and cover more than a basic programming course. in order to be successful in this course you will need to:
- Know about basic programming concepts and are comfortable with programming; Or,
- Be willing to spend extra time learning outside the class to catch up.

If you are already a fluent programmer, you may find the first half of the class goes a bit slow. You may want to move directly to more advanced classes.

It is also suggested that you have taken a data mining class or take it concurrently, as basic data mining concepts are needed to achieve the most from programming for analytics. Please prepare to make the commitment to spend at least 10 hours a week participating in learning activities for this course.

Course materials:

1. Required Textbooks:
   - Sweigart, A. Automate the Boring Stuff with Python. No Starch Press. (Referred as Book SA)
     i. This book helps true beginners to start programming without much background in computer sciences.
     ii. Free online version: http://automatetheboringstuff.com
     iii. There is a Udemy course associated with this book https://www.udemy.com/course/automate/. You can view the first 15 videos for free on Youtube:https://www.youtube.com/watch?v=1F_OgqRuSdI&list=PL0-84-yl1fUnRuXGFe_F7qSH1LEnn9LkW
   - VanderPlas, J. *Python Data Science Handbook.* O'Reilly Media, Inc. (Referred as Book VJ)
     i. This book introduces the most often used data analytics packages in Python.
     ii. Free online version: https://github.com/jakevdp/PythonDataScienceHandbook
2. Computer with Webcam and microphone; Internet access
3. Software:
   You may start with the most updated core version of Python, which can be downloaded from www.python.org.
   I recommend Anaconda, which is a distribution of Python that helps you to manage most powerful packages for data science. The Jupyter Notebook engine that we rely on to demonstrate coding in class is also included in Anaconda. You may download a free individual edition of Anaconda from here: https://www.anaconda.com/products/individual.

Course structure

1. The course is oriented to problem solving with programming. Concepts and skills are demonstrated through examples and cases.
2. The course is divided into two parts.
   Part 1: Python Programming Basics: Basics, flow controls, functions, lists, files, etc.
   Part 2: Python Programming for Business Analytics: Numpy, Pandas, Matplotlib, ScikitLearn, NLTK and how to use them for data preparation, dimension reduction, exploration, prediction/classification models, and performance evaluation.
3. Tentative Schedule: This is a tentative schedule. Dates and topics of lecture are subject to change. I will try my best to keep the schedule and any changes will be announced in advance.

Tentative Schedule

Week	Lecture	Course Work	Readings
1	Introduction to Business Analytics; First Python Program	Install Python	SA Intro, Ch1
2	Python Basics – Variables and Data Types	Quiz 1, Assignment 1	SA Ch1,2
3	Python Basics – Flow controls: Branches	Quiz 2, Assignment 2	SA Ch3
4	Python Basics – Flow controls: Loops	Quiz 3, Assignment 3	SA Ch4,5,6
5	Python Basics - Functions	Quiz 4, Assignment 4	SA Ch3
6	Python Basics – More about strings and lists	Quiz 5, Assignment 5	SA Ch8,12,14
7	Python for Business Analytics - Numpy	Quiz 6, Assignment 6 Project initial Report	VJ Ch2
8	Exam 1		
9	Python for Business Analytics – Pandas: Data preparation	Quiz 7, Assignment 7	VJ Ch3
10	Python for Business Analytics – Pandas: Data Preparation	Quiz 8, Assignment 8	VJ Ch3
11	Python for Business Analytics – Pandas: Data Preparation	Quiz 9, Assignment 9	VJ Ch3
12	Python for Business Analytics – Matplotlib: Data visualization	Quiz 10, Assignment 10	VJ Ch4
13	Python for Business Analytics – ScikitLearn: Data modeling	Quiz 11, Assignment 11	VJ Ch5
14	Python for Business Analytics – NLTK: Natural Language Processing	Quiz 12, Assignment 12	
15	Exam 2	Final Project Report	

Grading

Grading Components	Due date	Points Possible	Percentage of Final Grade
Project Initial Report	Saturday 11:59pm of Week 7	40 points	4%
Project Final Report	Saturday 11:59pm of Week 15	60 points	6%
Assignments (A total of 12 Assignments)	Wednesday 11:59pm of the week	360 points	36%
Activities and Quizzes	In class	140 points	14%
Exam 1	10/20 6:30pm	200 points	20%
Exam 2	12/08 6:30pm	200 points	20%
Total Points Possible		1000 points	100%

Final grades

90% or more	A
80% or more	B
70% or more	C
60% or more	D
Below 60%	F

Incomplete grades

The grade of "I" is not given except for rare and very unusual emergencies, as per University guidelines. An "I" grade cannot be used to substitute your poor performance in class.

Exams

There will be two open-book exams: Exam 1 and Exam 2. Both exams will be in-person exams held during class meeting time. You will be tested over all material covered in the lectures, course readings, tutorials, and assignments. **Make-up exams will NOT be given in general.** If you have a university-excused absence, please communicate via email with me at least **48 hours** before the exam date. **Make-ups requested AFTER the exam date require verifiably extraordinary circumstances.** You will be asked to provide evidence or documentation such as hospital papers, an obituary, or a doctor's notice.

Assignments

We have twelve homework assignments throughout the semester. All assignments must be submitted through Canvas. Alternative submission methods (e.g., by paper, by e-mail, or on disk/USB drive) is not acceptable unless prior permission of the instructor is obtained.
It is expected that you finish the assignments on individual basis. **Copying off from others' work is strictly prohibited.**
Assignment grades will be posted within a week after the submission. When this is not possible, I will send an announcement to the class.

Quizzes

A quiz will be given at the beginning of each class. The purpose of the quizzes is to review what we have learned and prepare you to learn new materials.

Project

This is a guided project. Details will be provided in Week 3. You will form a group of 2 people, i.e., you and your learning peer to work together on it. For the initial report, you will study the problem and dataset and prepare questions that you think we can use the dataset to answer. The final report is to wrap up all analytics related Assignments and your insights into a complete project report. The goal is to help you move through the process of business analytics and successfully implement one or more of the data analytic techniques to solve a real-world problem. If the project is not completed by the final deadline, students will be evaluated on their progress and on the deliverables that have been submitted prior to this deadline.

Course policies

Attendance Policy

The student is responsible for regular and punctual attendance and is expected to participate in ALL classes. You may find more information about University attendance policy here .
An absence may be excused for the following reasons:
1. religious holy day, including travel for that purpose;
2. active military service, including travel for that purpose;
3. participation in an official university function;
4. illness or other extenuating circumstances;
5. pregnancy and parenting under Title IX; and
6. when the University is officially closed.

A student is responsible for requesting an excused absence **in writing**, providing satisfactory evidence to the instructor to substantiate excused absence and email the request at least one day before the class. Accommodation arrangements of missed coursework will be made.

COVID-19 Impact
While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may decide about accommodating your request to be excused from class.
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 Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

Face Coverings

UNT encourages everyone to wear a face covering when indoors, regardless of vaccination status, to protect yourself and others from COVID infection, as recommended by current CDC guidelines. Face covering guidelines could change based on community health conditions.

Responsibilities

This is not a complete list of our responsibilities for the course, but a list of key expectations for both you and me.
Your responsibilities as a student:
- Go over Canvas content regularly
- Regularly check for updates and information on Canvas (e.g. three times a week)
- Submit assignments on time
- Ask questions whenever something is not clear to you

My responsibilities as the instructor:
- Help you grow and learn
- Provide clear instructions for learning outcomes and assignments
- Communicate in time about any updated course information
- Answer your questions
- Provide feedbacks on your coursework

Communication

Canvas: It is the primary channel. All course materials and information will be posted on Canvas.

While I want to make myself as available as possible to each of you, I do have to place some limitations on when I can be contacted. I would prefer that most general questions go through the Q & A forum in the Discussion Board area. If you have a general question about the course or assignments, please post it there. Either I will answer it, or, one of your classmates will. This way we can all benefit from questions asked, and they can be answered in a venue that the whole class can see.

If you have a private question, please contact me via email and I will respond within 24 hours on weekdays (usually sooner). Please do not expect a response over the weekend. Please use my phone number as a last resort - but, also, please use it if you need to!

Normally, I will return feedback on all written assignments within 1 week of the due date. However, if I see that I will be unable to return your feedback that quickly I will post an Announcement to let everyone know when it can be expected. You can expect to see me participate in the discussion board after all student original posts have been posted - usually on the Friday of the first week of the module.

Late Submissions

Submissions after the deadline will not be accepted. All work turned in after the deadline will receive a grade of zero unless the student has a [university-excused absence](#) and provides documentation with 48 hours of the missed deadline.

Grade Disputes

You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting (I cannot discuss grades over email). You should come to our scheduled meeting with specifics that demonstrate that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within seven days of receiving your grade, you also forfeit your right to a grade dispute.

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.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

Respect for Diversity

At a reckoning time like this, it is my intent to emphasize being respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture, etc. in and outside of

the class. If there is any way to help me better understand you personally or your student group, please feel free to let me know.

Changes in the Syllabus

The professor reserves the right to improve the materials and requirements as the semester unfolds, with sufficient warning concerning exams, and assignments.

Taking care of yourself in COVID-19

Do you best to maintain a healthy lifestyle because you need your immune system to work at its best. Eat well, sleep well and exercise. Keep communicating with family and friends.

We can all benefit from support during this time of crisis. There are many helpful resources available on campus. If you have any questions related to COVID-19, you may contact UNT COVID Hotline at:

COVID Hotline of UNT: 844-366-5892

COVID Help Email: COVID@unt.edu

Your mental health is important as well. You may find information about UNT student counseling services here.

You may find more information about COVID support of UNT here.

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.

Business professionals must be trusted, because they may have access to a wide variety of confidential and private information. Everyone is expected to maintain the highest degree of ethical standards when taking exams or doing assignments.

If you engage in academic dishonesty related to this class, you will receive a failing grade on the exam or assignment, or a failing grade in the course. In addition, the case may be referred to the Dean of Students for appropriate disciplinary action.

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 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.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit 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. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

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) (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. 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. If you do not wish to appear in class recordings, please let me know.

Class Recordings & Student Likenesses

Synchronous (live) sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester. 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)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

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 me 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/)