

MEEN 4250 SENIOR DESIGN II

Spring 2026

Instructor Information:

Name: Mark Wasikowski, PhD.

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Office: F101L

Office Hours:

Monday: 9:00 AM to 10:00 AM

Wednesday: 9:00 AM to 10:00 AM

or by appointment

NOTE:

1. If for unavoidable reasons I am not able to be present during Office Hours, as far as feasible you will be informed ahead of time and alternate arrangements will be made.
2. You are strongly encouraged to make use of office hours.
3. Office hours offer you an opportunity to ask for clarification or find support with understanding class material. Come visit me! I encourage you to contact me for support. ***Your success is my goal.***

Class Schedule:

Lecture: Monday & Wednesday 2:00 PM to 3:20 PM Room NTDP B185

Laboratory: Friday 2:00 PM to 4:50 PM Room NTDP F119

Catalog Course Description:

Implement, test and demonstrate a product or process. Oral and written documentation required. Projects to be supplied by local industry whenever possible.

Prerequisite(s): [MEEN 4150](#).

Course Details:

This Capstone Design course is the culminating experience for the Bachelor of Science degree in Mechanical Engineering Technology. This course builds upon the foundational work completed in Senior Design I, challenging students to apply their knowledge and skills to complete comprehensive product design, development, and manufacturing projects. These projects are intentionally designed to address real-world problems and promote the common good of society.

The course is modeled on a professional workplace environment, enabling students to integrate knowledge from various areas of their discipline while collaborating on complex engineering challenges. Students will develop decision-making strategies, including ethical analysis, as they plan and manage resources while adhering to project schedules and deliverables.

As a key learning outcome, this course provides students with exposure to diverse mechanical engineering design areas, perspectives, and approaches. Through this experience, students will enhance their critical thinking abilities, refine their engineering design expertise, and develop skills in business modeling, manufacturing, and fabrication. The Capstone Design course equips students to transition confidently into professional roles, capable of addressing multidisciplinary challenges with technical proficiency and ethical awareness.

Course Learning Outcomes:

By the end of this course, students will be able to:

1. **Apply Engineering Knowledge:** Integrate and apply fundamental principles of mechanical engineering technology to design, develop, and manufacture products that address real-world problems.
2. **Execute the Engineering Design Process:** Conduct comprehensive product design, from conceptualization to implementation, incorporating creativity, technical knowledge, and problem-solving skills.
3. **Demonstrate Professional Collaboration:** Work effectively in a professional, team-based environment to achieve project goals, simulating workplace conditions.
4. **Plan and Manage Projects:** Develop and implement project management strategies, including resource allocation, scheduling, and adherence to deadlines, to successfully complete engineering projects.
5. **Incorporate Ethical Decision-Making:** Evaluate the ethical implications of design and manufacturing decisions, ensuring that solutions promote societal good and adhere to professional standards.
6. **Enhance Critical Thinking:** Analyze complex engineering challenges from multiple perspectives to generate innovative and effective solutions.
7. **Apply Business and Manufacturing Principles:** Integrate concepts of business modeling, cost analysis, and manufacturing processes into the development of viable and sustainable products.
8. **Communicate Effectively:** Prepare and deliver professional reports and presentations to articulate design processes, technical decisions, and project outcomes to diverse stakeholders.
9. **Gain Multidisciplinary Exposure:** Develop an appreciation for diverse perspectives and areas of expertise in mechanical engineering technology, enriching problem-solving capabilities and technical understanding.
10. **Prepare for Professional Practice:** Demonstrate readiness for careers in engineering technology by completing a comprehensive, industry-relevant capstone project that reflects professional standards and expectations.

Required Text/Associated Software:

“Engineering Design”, George Dieter, Linda Schmidt. McGraw Hill (ISBN: 1260113299), 2021.

ABET Major Design Experience:

This course satisfies an ABET accreditation requirement for major design experience. “Engineering design is a process of devising a system, component, or process to meet desired needs and specifications within constraints.

It is an iterative, creative, decision-making process in which the basic sciences, mathematics, and engineering sciences are applied to convert resources into solutions. Engineering design involves identifying opportunities, developing requirements, performing analysis and synthesis, generating multiple solutions, evaluating solutions against requirements, considering risks, and making trade-offs, for purpose of obtaining a high-quality solution under given circumstances. For illustrative purposes only, examples of possible constraints include accessibility, aesthetics, codes, constructability, cost, ergonomics, extensibility, functionality, interoperability, legal considerations, maintainability, manufacturability, marketability, policy, regulations, schedule, standards, sustainability, or usability”

ABET Program Educational Objectives (PEO's):

PEO's developed by department stakeholders and supported by senior design capstone course are:

1. Graduates successfully employed in mechanical and/or energy engineering positions and other related fields.
2. Graduates engage in lifelong learning demonstrated by advanced education, professional development activities and/or other career-appropriate options.
3. Graduates are prepared to successfully demonstrate technical and leadership competence through ethical conduct, teaming, communication and/or problem-solving skills learned in our program

ABET Student Outcomes:

1. An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics
2. An ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
3. An ability to communicate effectively with a range of audiences
4. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts
5. An ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives
6. An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions
7. An ability to acquire and apply new knowledge as needed, using appropriate learning strategies.

Tentative Course Topics:

This is a tentative course outline. The instructors will attempt to follow it closely and reserve the right to substitute any other relevant material at any point throughout the course. The laboratory following the lecture will implement the information covered in the lectures in the project.

Date	Topics	Chapter
Monday, January 12, 2026	Course Introduction, Product Life cycle; Critical Design Requirements & Evaluation, TRR Goals, SAR Goals	9
Wednesday, January 14, 2026	Shop Safety	
Monday, January 19, 2026	MLK Day	
Wednesday, January 21, 2026	Project Management, Control & Monitoring, Make/Buy, Vendors	
Monday, January 26, 2026	Materials & Processes	10,16
Wednesday, January 28, 2026	Design for Manufacturing	11
Monday, February 2, 2026	Design Optimization & Design to Cost	12,14
Wednesday, February 4, 2026	Risk, Reliability, and Safety	13
Monday, February 9, 2026	Design for Assembly	11
Wednesday, February 11, 2026	Making drawings and GD&T Intro	
Monday, February 16, 2026	Public Speaking	
Wednesday, February 18, 2026	GD&T	
Monday, February 23, 2026	Public & Societal Welfare, Intellectual Property	15,18
Wednesday, February 25, 2026	TRR, Test Plan Generation; Verification & Validation	
Monday, March 2, 2026	End Item Specification (EIS) & System Acceptance Review (SAR)	
Wednesday, March 4, 2026	Final Report writing and presentation requirements	
Monday, March 9, 2026	Spring Break	
Wednesday, March 11, 2026	Spring Break	
Monday, March 16, 2026	Project Work	
Wednesday, March 18, 2026	Project Work	
Monday, March 23, 2026	Project Work	
Wednesday, March 25, 2026	Project Work	
Monday, March 30, 2026	Project Work	
Wednesday, April 1, 2026	Project Work	
Monday, April 6, 2026	Project Work	
Wednesday, April 8, 2026	Project Work	
Monday, April 13, 2026	Project Work	
Wednesday, April 15, 2026	Project Work	
Monday, April 20, 2026	Project Work	
Wednesday, April 22, 2026	Project Work	
Monday, April 27, 2026	Project Work	
Wednesday, April 29, 2026	Project Work	

Design Day – Friday, April 24, 2026; Final report & presentation – To be scheduled

Technical Skill Requirements:

MS Office Suite (Excel, Word, PowerPoint), Engineering Graphics, Internet usage, emails, Canvas, SolidWORKS.

Teamwork Policy

1. **Importance of Teamwork** - Teamwork is a fundamental objective of the senior design course and a critical skill for success in engineering practice. Each team member is expected to contribute equally and meaningfully to all aspects of the project, from initial planning to final delivery. To ensure accountability and fairness, team members will conduct periodic peer evaluations of one another's participation. These evaluations will directly influence individual final grades. If a team believes that a member is not fulfilling their responsibilities, it is imperative to notify the instructor immediately so appropriate actions can be taken to address the issue. The following behaviors are considered harmful to the team dynamic and detrimental to the course objectives:
 - **Failure to participate in team activities:** Consistent engagement in discussions, meetings, and collaborative efforts is expected.
 - **Lack of contribution to the design process:** Every member is responsible for actively participating in brainstorming, analysis, prototyping, testing, and reporting.
 - **Missing deadlines:** Meeting project deadlines is crucial to maintaining team progress and ensuring the overall success of the project.
 - **Engaging in unethical behavior:** This includes acts such as plagiarism, falsifying data, or misrepresenting work.
 - **Poor working relationships:** Conflicts or unprofessional behavior toward teammates, advisors, or staff can undermine team morale and productivity.
 - **Misuse of project materials:** Proper handling of tools, equipment, and resources is essential for project efficiency and safety.
 - **Jeopardizing team progress:** Any actions or decisions that hinder the team's ability to achieve its objectives will not be tolerated.
2. **Attendance and Commitment** - Attendance and full participation are non-negotiable components of teamwork in this course. Missing team meetings or failing to contribute due to work commitments, personal obligations, or other conflicts is unacceptable under UNT policy. Students must recognize the significant time commitment required for senior design projects and prioritize their schedules accordingly. Teams are expected to collaboratively determine meeting times that accommodate everyone's availability. Meetings, project development, and resource use will primarily take place at UNT Discovery Park, and students must be prepared to dedicate the necessary time and effort to achieve project milestones. Failure to adjust schedules or fully engage in team activities will negatively impact both individual and team performance.
3. **Impact on Grades** - The instructor has the authority to adjust grades based on individual contributions to the team. This includes reducing grades for students who demonstrate inadequate participation or

behavior that undermines the team's progress. In extreme cases, a student may be removed from the team. If this occurs, the student will be unable to complete the course requirements, which may result in a failing grade, regardless of their performance on individual assignments. From time-to-time peer reviews will be conducted to determine the individuals contribution to the Group.

4. **Creating a Collaborative Environment** - A successful team is built on mutual respect, open communication, and shared responsibility. Each team member is encouraged to actively contribute ideas, resolve conflicts constructively, and support one another throughout the project. This collaborative environment will not only lead to a successful project outcome but also prepare students for the professional teamwork required in their future careers.

By adhering to these policies, students will cultivate essential skills in teamwork, communication, and problem-solving, ensuring both personal growth and team success in the senior design project.

Calculators:

The **only calculators** that are approved for this course are those permitted on the Fundamentals of Engineering (FE) exam for Professional Engineer (PE) licensing:

- **Casio:** All fx-115 and fx-991 models (Any Casio calculator must have "fx-115" or "fx-991" in its model name.)
- **Hewlett Packard:** The HP 33s and HP 35s models, but no others
- **Texas Instruments:** All TI-30X and TI-36X models (Any Texas Instruments calculator must have "TI-30X" or "TI-36X" in its model name.)

Knowledge Checks:

1. Knowledge Checks will be done by each individual.
2. Knowledge Checks will be given during each class at the beginning of class at the discretion of the instructor and will cover material from a previous lecture / laboratory.
3. Knowledge Checks may be on Canvas. You will need to be present in class to take the Knowledge Checks.
4. On occasion Knowledge Checks may be assigned to be completed out of the classroom setting.
5. All Knowledge Checks once graded should be scanned and uploaded to Canvas within 3 calendar days of receiving this Knowledge Check.
6. If you miss a Knowledge Check, you cannot make it up unless it is a valid absence as per University Policy.
7. If you fail to upload the graded Knowledge Check you will not receive credit for the same.

Assignments & Interim project reports:

1. Assignments & Interim project reports will be posted on Canvas and are due on the date and time given.
2. All Assignments & Interim project reports should be turned into Canvas. A hard copy should be maintained in your portfolio.
3. No emailed Assignments & Interim project reports will be accepted.
4. It is the student's responsibility to check and see what Assignments & Interim project report is available and to turn them in a timely manner.

Project Status:

Each team will meet with the assigned instructor during the scheduled laboratory sessions to review the status of their product and overall project. During these meetings, teams are expected to provide updates on technical progress, design decisions, challenges encountered, and next steps. The instructor will offer feedback, ask clarifying questions, and provide guidance to help teams stay aligned with project objectives, timelines, and performance requirements. In addition, the team's project portfolio—including documentation, analyses, schedules, and deliverables—will also be reviewed during these meetings to assess completeness, quality, and alignment with course expectations. These sessions are intended to support continuous improvement, ensure accountability, and help identify risks or issues early in the project lifecycle.

Project Portfolio:

1. The portfolio is a record of all the work done in the class. It should be organized and kept up to date.
2. Each group should maintain a portfolio that documents their work.
3. You are required to maintain a physical record of all your in this project which should be kept in a three-ring binder.
4. The Portfolio will be requested for evaluation at the discretion of the instructor from time to time.

Grading Philosophy:

1. **Transparency:** Clear communication of grading criteria, including expectations for assignments, exams, participation, and overall performance in the course. This ensures students understand how their work will be evaluated.
2. **Fairness and Equity:** Ensuring grading practices are fair and unbiased, treating all students equally regardless of background, identity, or circumstances.
3. **Alignment with Learning Objectives:** Grading will reflect the course's learning objectives and outcomes. Assessments will measure students' understanding of the material and their ability to apply concepts rather than rote memorization.
4. **Constructive Feedback:** Providing constructive feedback that helps students understand their strengths and weaknesses, guiding them on how to improve. Feedback will be timely, specific, and actionable, facilitating student growth and learning.
5. **Consistency:** Applying grading criteria consistently across all students and assignments to ensure fairness and reliability in assessment.

Grading Criteria:

Attendance (One letter grade reduction per unexcused absence)	P/F
Knowledge Checks	15%
Assignments & Interim project Reports	20%
Project Status	15%
Team Presentations (CDR, TRR)	10%
Project Portfolio	10%
Final Report & Presentation (SAR)	25%
Senior Design Day (Demo & Presentation)	5%

Expected Grade Distribution:

A: $\geq 90\%$, B: 80-89%, C: 70-79%, D: 60-69%, F: $< 60\%$; Your grade will not be based on a curve.

The instructor reserves the right to change this grade distribution at the end of the semester. If any changes occur, the changes will be less stringent than the distribution above.

Attendance:

Responsibility for class attendance rests with the student. Attendance at all class meetings (lecture & laboratory) is required. Attendance surveys will be taken throughout the semester during class at the discretion of the instructor. Per University policy 06.039, an absence may be excused for the following reasons: religious holy day, including travel for that purpose; active military service, including travel for that purpose; participation in an official university function; illness or other extenuating circumstances; pregnancy and parenting under Title IX; and when University is officially closed. It is the student's responsibility to provide satisfactory evidence to make an excused absence.

Safety:

While working in laboratory sessions, students enrolled in this course are required to follow proper safety procedures and guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance. Brochures for student insurance are available in the UNT Student Health and Wellness Center. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

Policies and Procedures:

1. This syllabus is subject to change during the semester with changes to be announced in class and provided on Canvas.
2. This course provides opportunities for students to take advantage of several software packages supported by the department in the classroom or in lab experiments, in simulation studies, homework assignments, or in projects.
3. The classes will be held in person at the scheduled times.
4. Canvas Learning Management System, at <https://canvas.unt.edu/> will be used for posting announcements, course-related materials, assignments, and grades. Students are encouraged to check the course website often.
5. Grades are based in part on the student's ability to communicate. You must present your work in a well-organized and well-articulated manner with appropriate depth.
6. Requests for the review of a graded report/assignment must be made within one week of the grade announcement. Upon review, the report/assignment score may increase, remain the same, or decrease.

7. There will be no make-up quizzes or assignments unless you have a documented, university excused absence. If you know in advance that you will miss a quiz or assignment, you must contact the instructor before the scheduled quiz or assignment.
8. An "I" (incomplete) grade is given only for extenuating circumstances and in accordance with University and Departmental Policies.
9. The instructor reserves the right to change the grade distribution at the end of the semester. If any changes occur, the changes will be less stringent than the distribution above.
10. Technical Assistance. Working in an 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 technical issues.

UIT Help Desk: [UIT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm) (<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>)

11. **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 individuals' 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.
- All communication via email should be done using the UNT domain. Emails originating from outside this domain will not be responded to.

- When in class your cell phone should be silenced. Refrain from using your cell phone unless it is an emergency.

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

- 12. Academic Integrity Standards and Sanction for Violations:** 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. In line with the UNT Honor Code, all work you submit must be your own. Using GenAI tools without attribution or relying on them to complete assignments violates academic integrity and will be addressed according to our policy. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. Any violation of academic honesty in an exam or assignment will result in a grade of zero and a report to <https://facultysuccess.unt.edu/academic-integrity>.
- 13. 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 classrooms, labs, discussion groups, field trips, etc. and I also encourage you to review UNT's student code of conduct so that we can all start with the same baseline civility understanding ([Code of Student Conduct](https://policy.unt.edu/policy/07-012)) (<https://policy.unt.edu/policy/07-012>).
- 14. 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 your Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: eagleconnect.unt.edu/.
- 15. ADA Statement:** UNT makes reasonable academic accommodations 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://studentaffairs.unt.edu/office-disability-access>).
- 16. 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.

17. **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 records; however, information about students' 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.

18. **Student Perceptions of Teaching Effectiveness (SPOT):** 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 and 14 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 at www.spot.unt.edu or email spot@unt.edu. Students are highly encouraged to participate in the SPOT evaluation. It helps the instructors tremendously in improving their teaching effectiveness.

Academic Support & Student 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-andwellness-center) (<https://studentaffairs.unt.edu/student-health-andwellness-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellnesscenter/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellnesscenter/services/psychiatry>)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/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 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](#)

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

Academic Support Services

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