

SOCI 3280.400 Quantitative Data Analysis
Semester: Fall 2025
Instructor: Neha Jangeti

Instructor Information

Name: Neha Jangeti (pronounced: nay-ha jan-geti)
Instructor Email: neha.jangeti@unt.edu
Office Hours: Tuesdays and Thursdays via Zoom, from 2 PM to 4 PM.
Or by appointment via Zoom. (*Zoom link is on Canvas*)

Course Prerequisite

You must have passed SOCI 3220 Quantitative Data Collection or an equivalent course with a “C” or higher before enrolling in this course.

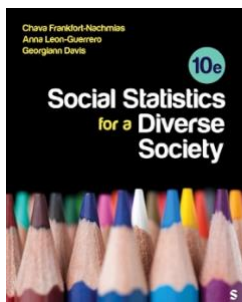
Course Description

This course is an introduction to descriptive and inferential statistics used in data analysis in the social sciences. After completing the course, you should be able to choose the appropriate statistics for a given research question and calculate and interpret some of these statistics. The course fulfills the College of Liberal Arts and Social Sciences requirement for Communication and Digital Skills.

Course Structure

This course was designed by the UNT Sociology Department’s former Associate Professor, Dr. Cready, and later edited by me. This course is 100% online and is an upper-level sociology course designed to focus on independent learning. Students are expected to log into Canvas frequently each week, read all announcements, stay tuned to the Tentative Course Schedule in the syllabus and Canvas, read the assigned chapters in the textbook, review weekly lessons on Canvas, and complete all assignments in order. This course consists of a Syllabus Quiz, Weekly Quizzes covering the weekly lessons on Canvas and assigned chapters from the textbook, a Pre-Test, Exam 1, a Post-Test, and Exam 2; details for each assignment are available on Canvas. If you have any questions about the reading material or need clarification, please get in touch with me via your Canvas inbox or UNT email. You can also stop by my office hours.

Required Materials:



Frankfort-Nachmias, Chava; Leon-Guerrero, Anna; & Davis, Georgiann. *Social Statistics for a Diverse Society* (10th ed.). SAGE Publications, 2025.

ISBN-13: 9781071910474; ISBN-13: 978-1071910504

(Hereafter, I am going to address the textbook as SSDS.)

Students in this course are required to obtain and use the above textbook.

Calculator: You will need a simple calculator with a square root key.

- **NOTE:** I have uploaded **publisher-provided Chapters 1 & 2** in Canvas (See module → Week 1 for Chapter 1; Week 2 module for Chapter 2) to help you begin the course. Please note, this is to help students complete their work in the first two weeks of class as they work to obtain the **required textbook. Students in this course are required to obtain and use the above textbook.**
- **NOTE on cost and value:** *Social Statistics for a Diverse Society* is a foundational text I used throughout my BA, MS, and PhD training, and I highly recommend it for its long-term use as both a foundational textbook and for reference. It's a reliable reference textbook you can reuse across courses, research studies, and other projects. Also, new editions are infrequent, so I hope this purchase of the 10th edition of this textbook will serve you well. The UNT Sociology Department has also used this text for many years to train students; I hope you find value in both the course and the textbook.

Communication Expectations

I will respond within 24 hours, **except** on weekends or holidays. **Please use either your UNT Canvas or your UNT Email for all communication.** When communicating in Canvas or via UNT email, please follow UNT CLEAR's Guidelines and Online Communication Tips (<https://clear.unt.edu/online-communication-tips>).

Instructor Support

I am here to support your learning. If you have any questions about the material or need clarification, you can contact me via your Canvas inbox or UNT email. You are also welcome to visit me during office hours (*Zoom link to join office hours is on Canvas*).

How to Succeed

To excel in this course, students should:

- Please don't wait until the last minute to get started on weekly lessons in this course.
 - Please work ahead and submit all assignments in order and on time.
 - **NOTE:** Please go through the late work policy in the syllabus.
- Closely read all assigned chapters in the textbook.
- Closely review Canvas weekly lessons and go through learning checks on Canvas.
- Take your own notes while reviewing/reading the weekly chapters and lessons.
- Submit all quizzes, exams, and assignments on time.
 - **HINT:** You are allowed two attempts per weekly quiz, even if you do well the first time, retake the quiz, as you will see new questions, which will help reinforce your learning.

Key Dates of Fall 2025 Semester (August 18 – December 12)

LINK: <https://registrar.unt.edu/sites/default/files/fall-2025-academic-calendar.pdf>

Course Assignments and Values:

Description	Points / Percent
Syllabus Quiz	20 Pts/ 2%
Pre-Test Assessment Post-Test Assessment	40 Pts/ 4% 40 Pts/ 4%
Weekly Chapter Quizzes - There are a total of 12 weekly Quizzes in this course. <u>Please see Canvas for complete details about the quizzes.</u> <u>Please see Canvas/syllabus for due dates for each quiz.</u> <i>To do well in the course students should not miss any Chapter Quizzes.</i> - If you take all 12 weekly Quizzes, 2 of your lowest grades will be dropped. - Each quiz is worth up to 50 points. 10 X 50 = 500 points	500 Pts / 50%
TWO EXAMS - In this course there are two exams throughout the course. Exam 1 covers SSDS textbook Chapters (1 – 7) & Canvas Lessons (1 – 6) due Sunday, 10/12 at 11:59PM Exam 2 covers SSDS textbook Chapters (8 – 10 & 12) Canvas Lessons (7 – 12) due Thursday 12/11 at 11:59 PM - Each Exam is worth up to 200 points. 2 X 200 = 400 Points	400 Pts / 40%
TOTAL	1000 Pts / 100%

Grading Scale

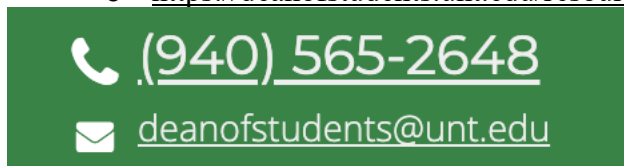
- 90-100% of 1000 points = A
- 80-89% of 1000 points = B
- 70-79% of 1000 points = C
- 60-69% of 1000 points = D
- 59% or less of 1000 points = F

Late Work and Missing Work

All assignments should be submitted by the indicated dates and times embedded in the syllabus/Canvas. **There will be no extensions except in cases of documented emergencies.**

- In the event of a legitimate emergency, students should contact the instructor via the Inbox in Canvas to discuss their situation **prior to** missing an assignment.
 - Each student is allowed **only one documented emergency** per semester.

- As stated above, in the event your emergency is very serious, the instructor will prompt you to contact the Dean of Students so that you receive a blanket excuse from the University for your work in all classes.
 - To contact the Dean of Students, Seeking Options and Solutions (SOS) Office, in the event of a personal emergency in your life. This includes extended illness or hospitalization, death in family, or other personal issue that hinders your possibility of success in the course. Here is the URL and the contact information for that office.
 - <https://deanofstudents.unt.edu/resources/seeking-options-and-solutions>



- Technical problems with computers, Canvas, or not accessing the textbook are not satisfactory excuses for missing assignment deadlines. The instructor of this course suggests that you do not wait until the last minute to submit assignments. If you experience trouble with your computer or your home Internet access, you are expected to use the computer clusters on campus to complete your work on time.

Incomplete Grades:

Incomplete grades may only be assigned when the student is making satisfactory progress until the request for an incomplete is made. A grade of "I" will only be offered with medical documentation or other documentation that a highly unusual circumstance beyond the student's control has made finishing the semester impossible. All requests for the grade of "I" must be made before the final examination.

Course Prerequisites or Other Restrictions:

You are expected to be familiar with Canvas using tools such as quizzes, exams, and submitting assignments. Additionally, to be successful in this course, you will need to:

- Cite sources in your writing, giving credit to where you obtain information, either using APA, MLA, or ASA formatting.

Course Technology & Skills

Technical Requirements and Skills

Here is a list of the minimum technology requirements for students for this course:

- Working computer and reliable internet access
 - If your Internet is out or if your personal computer has an issue, you are expected to use the computer clusters on campus to complete your work.
 - If it is not possible to go to campus, please find another working computer with reliable Internet access to complete your work.
- Microsoft Office Suite and Canvas

Rules of Engagement

Here are some general guidelines for the way students are expected to interact with each other and with their instructor:

- 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.
- Please 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.
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using “text-talk”.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so please think first before you type.

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

Students are responsible for knowing the Canvas environment. This means that students are responsible for their own training in Canvas. Technical problems with Canvas software are to be directed to the **Help Desk**.

UNT Help Desk - 940-565-2324 / Sage Hall 330 / helpdesk@unt.edu

Monday - Thursday 8:00 AM - midnight

Friday 8:00 AM - 8:00 PM

Saturday 9:00 AM - 5:00 PM & Sunday noon – midnight

Laptop Checkout: For details, see [Laptop Checkout Program](#).

Course Requirements

Class Attendance and Participation: Because the course material is cumulative, you must keep up with the weekly assigned readings, Canvas lessons, weekly quizzes, any other assignments, and exams. This course is 100% online and is an upper-level sociology course designed to focus on independent learning. Students are expected to log into Canvas frequently each week, read all announcements, stay tuned to the Tentative Course Schedule in the syllabus and Canvas, read the assigned chapters in the textbook, review weekly lessons on

Canvas, and complete all assignments in order. This course consists of a Syllabus Quiz, Weekly Quizzes covering the weekly lessons on Canvas and assigned chapters from the textbook, a Pre-Test, Exam 1, a Post-Test, and Exam 2; details for each assignment are available on Canvas. If you have any questions about the reading material or need clarification, please get in touch with me via your Canvas inbox or UNT email. You can also stop by my office hours.

Reading Assignments: Each week, you are responsible for reading the assigned textbook chapter and completing the Canvas lessons, including the learning checks, as outlined in the tentative schedule and weekly Canvas modules. In this course, we will cover *Social Statistics for a Diverse Society* (SSDS) by Frankfort-Nachmias et al., 10th edition's Chapters 1–10 & 12, and Canvas Lessons 1–12.

Weekly Lessons: There are 12 weekly Canvas lessons. They can be found on the “Modules” page on the course website in Canvas. As you click through the pages of a lesson, also review the learning checks that are embedded within it. The learning checks are designed to reinforce the concepts and prepare you for the weekly quizzes and exams. Please make sure to go in order and not skip any topics within the Canvas weekly lessons.

Syllabus Quiz:

During the first week of the course, students are required to complete an online quiz in Canvas covering the syllabus and course expectations. The purpose of this quiz is to ensure that you understand the course requirements and expectations.

If you have carefully read the syllabus and reviewed the directions for all assignments, you should perform well on this quiz. Here are the key details:

- The quiz is worth up to **20 points**.
- You are allowed **20 minutes** to complete the quiz.
- You are permitted to take the quiz **twice**. Your highest score will be recorded.
- If you do not do well on your first attempt, revisit the syllabus and try again.
- **Syllabus Quiz is due Sunday, August 24, 2025, at 11:59 PM.** The due date is listed both on Canvas and the tentative course schedule.

Stats Assessment Pre-Test:

This pre-test is for audit purposes. You will earn **40 points** for an **on-time, fully completed** submission (all 20 questions answered), regardless of how many you answer incorrectly. **Late or incomplete submissions receive 0; no re-dos or resubmissions. Please do your best!**

Please note: Immediately after you submit, Canvas will show an auto-graded score. The day after the Pre-Test deadline, **on-time, fully completed** submissions (all 20 questions answered) will be converted to a **completion grade of 40 points**.

- **Number of Questions: 20**

- **Time Limit:** 40 minutes
- **Attempts:** 1 (one attempt only)
- **Format:** Questions will be shown **one at a time** and will be **locked after answering** (you cannot return to previous questions).
- **Pre-Test is due Sunday, August 24, 2025, at 11:59 PM.** The due date is listed both on Canvas and the tentative course schedule.

Weekly Quizzes:

There are 12 online weekly quizzes. Each quiz is worth 50 points, and I will drop the two lowest weekly quizzes. Quizzes are worth a total of 500 points and constitute 50% of your total grade. You can access each week's quiz on Canvas.

To do well on the quizzes, please closely read the week's assigned chapter(s) in our textbook, *Social Statistics for a Diverse Society* (SSDS) by Frankfort-Nachmias et al., 10th edition, review the respective week's Canvas lesson, and go through learning checks on Canvas.

- Quizzes are open-book and open-notes.
- All graded work must be completed independently. Please do not collaborate with others or use generative AI or external answer services on graded work in this course.
- Each quiz consists of 10 multiple-choice or true/false questions, with each question worth 5 points (**50 points total per quiz**).
- Students are allowed **two attempts per quiz**, and the highest score will be recorded.
- **HINT:** Even if you score perfectly on your first attempt, it's beneficial to take the quiz a second time. You'll typically encounter additional questions, which can help reinforce your learning.
- Quizzes are **untimed** to support student learning and review.
 - Each quiz attempt is **untimed** and must be submitted by the posted deadline.
 - *Also, any unanswered questions at submission will be marked incorrect.*
- Questions are presented all at once, not one at a time.
- Answers will be available after the quiz due date.
- Quizzes cannot be made up if missed. **This is because two of the lowest quiz grades will be dropped at the end of the semester.**
- However, to do well in this course, I recommend that students not miss any quizzes.
 - The due date for each weekly quiz is listed both on Canvas and the tentative course schedule.

Exam 1

To do well on Exam 1, please carefully review *Social Statistics for a Diverse Society* (SSDS) by

Frankfort-Nachmias et al., 10th edition's Chapters 1–7, and Canvas Lessons 1–6. Be sure also to review the learning checks, your notes, and weekly quizzes.

- **Exam 1 opens:** Monday, September 15, 2025
- **Exam 1 is due:** Sunday, October 12, 2025, at 11:59 PM
- Download Appendix A Table of Random Numbers (Week 5) and Appendix B The Standard Normal Table (Week 4) for reference before you click "Begin."

Exam Format & Policies:

- Exam 1 consists of **50 multiple-choice and true/false questions**.
 - Each student will be presented with a different set of 50 questions that the instructor has personally vetted.
- You will have **90 minutes** to complete the exam once you begin.
- You are allowed **only one attempt**.
- Exams are **open-book and open-notes**, but must be completed **independently**. Collaboration with others, use of generative AI, or external answer services is **not permitted**.
- Questions are presented **all at once**, not one at a time.
- The exam must be submitted by the posted deadline; late submissions are not accepted.
- Answers will be available after the exam due date.
- **If you need to schedule a different time and due date for Exam 1, you must contact the professor no later than one week before Exam 1 is due to set up an alternative time.**

Tips for Success:

- Start studying early, and pace yourself by reviewing the *Social Statistics for a Diverse Society* (SSDS) by Frankfort-Nachmias et al., 10th edition, Chapters 1–7, and Canvas Lessons 1–6.
- Also, use the Canvas weekly lessons, learning checks, and weekly quizzes to both review and test your knowledge before attempting the exam.
- Plan to take the exam in a quiet, reliable internet environment to minimize stress and technical issues.
- Download Appendix A Table of Random Numbers (Week 5) and Appendix B The Standard Normal Table (Week 4) for reference before you click "Begin."

Stats Assessment Post-Test:

This post-test is for audit purposes. You will earn **40 points** for an **on-time, fully completed** submission (all 20 questions answered), regardless of how many you answer incorrectly. **Late or incomplete submissions receive 0; no re-dos or resubmissions. Please do your best!**

Please note: Immediately after you submit, Canvas will show an auto-graded score. The day after the post-test deadline, **on-time, fully completed** submissions (all 20 questions answered) will be converted to a **completion grade of 40 points.**

- **Number of Questions:** 20
- **Time Limit:** 40 minutes
- **Attempts:** 1 (one attempt only)
- **Format:** Questions will be shown **one at a time** and will be **locked after answering** (you cannot return to previous questions).
- **Post-Test is due Sunday, November 23, 2025, at 11:59 PM.** Post-Test due date is listed both on Canvas and the tentative course schedule.

Exam 2

To do well on Exam 2, please carefully review *Social Statistics for a Diverse Society* (SSDS) by Frankfort-Nachmias et al., 10th edition, Chapters 8-10 & 12, and Canvas Lessons 7–12. Be sure also to review the learning checks, your notes, and weekly quizzes.

- **Exam 2 opens:** Monday, November 10, 2025, at 11:59 PM
- **Exam 2 is due:** Thursday, December 11, 2025, at 11:59 PM

Download Appendix C Distribution of T and Appendix D Distribution of Chi-Squared for reference before you click "Begin."

Exam Format & Policies:

- Exam 2 consists of **50 multiple-choice and true/false questions**.
 - Each student will be presented with a different set of 50 questions that the instructor has personally vetted.
- You will have **90 minutes** to complete the exam once you begin.
- You are allowed **only one attempt**.
- Exams are **open-book and open-notes**, but must be completed **independently**. Collaboration with others, use of generative AI, or external answer services is **not permitted**.
- Questions are presented **all at once**, not one at a time.
- The exam must be submitted by the posted deadline; late submissions are not accepted.
- Answers will be available after the exam due date.
- **If you need to schedule a different time and due date for Exam 2, you must contact the professor no later than one week before Exam 2 is due to set up an alternative time.**
- **If you contact the instructor after Exam 2 has closed, you cannot make up Exam 2. The course is considered complete after Exam 2 is due.**

Tips for Success:

- Start studying early, and pace yourself by reviewing the *Social Statistics for a Diverse Society* (SSDS) by Frankfort-Nachmias et al., 10th edition's Chapters 8-10 & 12, and Canvas Lessons 7–12.
- Also, use the Canvas lessons, learning checks, and weekly quizzes to both review and test your knowledge before attempting the exam.
- Plan to take the exam in a quiet, reliable internet environment to minimize stress and technical issues.
- Download Appendix C Distribution of T and Appendix D Distribution of Chi-Squared for reference before you click "Begin."

Tentative Course Schedule

NOTE: The following schedule is subject to change. Any changes will be posted on Canvas.

NOTE: Hereafter, I am going to address our textbook as **SSDS**.

Date	Topic	Reading Assignment	Assignment Due on Canvas
Week 1 Aug. 18 – Aug. 24	Welcome Note Review Syllabus Canvas Lesson 1: The What & the Why of Statistics	SSDS, Chapter 1	Due Sunday, 8/24 at 11:59PM 1. Stats Assessment Pre-Test 2. Syllabus Quiz 3. Week 1, Lesson 1 Quiz
Week 2 Aug. 25– Aug. 31	Canvas Lesson 2: Frequency/Percentage Distributions & Graphs	SSDS, Chapter 2	Due Sunday, 8/31 at 11:59PM 1. Week 2, Lesson 2 Quiz
Week 3 Sept. 2 – Sept. 7	Canvas Lesson 3: Measures of Central Tendency & Variability	SSDS, Chapters 3 & 4	Due Sunday, 9/7 at 11:59PM 1. Week 3, Lesson 2 Quiz
Week 4 Sept. 8 – Sept. 14	Canvas Lesson 4: The Normal Curve	SSDS, Chapter 5	Due Sunday, 9/14 at 11:59PM 1. Week 4, Lesson 4 Quiz

Week 5 Sept. 15 – Sept. 21	Canvas Lesson 5: Sampling & Sampling Distribution Exam 1 opens 9/15.	SSDS, Chapter 6	Due Sunday, 9/21 at 11:59PM 1. Week 5, Lesson 5 Quiz
Week 6 Sept. 22 – Sept. 28	Canvas Lesson 6: Estimating Population Means	SSDS, Chapter 7	Due Sunday, 9/28 at 11:59PM 1. Week 6, Lesson 6 Quiz
Week 7 Sept. 29 – Oct. 5	Exam 1 Review Use this week to review SSDS, Chapters 1 – 7 & Canvas Lessons 1 – 6 for Exam 1.	Use this week to review SSDS, Chapters 1 – 7 & Canvas Lessons 1 – 6 for Exam 1.	Exam 1 is due Sunday, 10/12 at 11:59PM
Week 8 Oct. 6 – Oct. 12	Exam 1 due this week!	Review SSDS, Chapters 1 – 7 & Canvas Lessons (1 – 6) for Exam 1.	Exam 1 is due Sunday, 10/12 at 11:59PM
Week 9 Oct. 13 – Oct. 19	Canvas Lesson 7: Introduction to Hypothesis Testing: The One-Sample T-Test	SSDS, Chapter 8	Due Sunday, 10/19 at 11:59PM 1. Week 9, Lesson 7 Quiz
Week 10 Oct. 20 – Oct. 26	Canvas Lesson 8: More on Hypothesis Testing: The Two-Sample T-Test	SSDS, Chapter 8	Due Sunday, 10/26 at 11:59PM 1. Week 10, Lesson 8 Quiz
Week 11 Oct. 27 – Nov. 2	Canvas Lesson 9: The Bivariate Table	SSDS, Chapter 9	Due Sunday, 11/2 at 11:59PM 1. Week 11, Lesson 9 Quiz
Week 12 Nov. 3 – Nov. 9	Canvas Lesson 10: The Chi-Squared Test	SSDS, Chapter 10	Due Sunday, 11/9 at 11:59PM 1. Week 12, Lesson 10 Quiz
Week 13 Nov. 10 – Nov. 16	Canvas Lesson 11 Introduction to Elaboration Analysis Exam 2 Opens Mon., 11/10	SSDS, Chapters 9-10	Due Sunday, 11/16 at 11:59PM 1. Week 13, Lesson 11 Quiz

Week 14 Nov. 17 – Nov. 23	Canvas Lesson 12 Relationships between Interval- Ratio Variables: Scatterplot & Correlation Coefficient	SSDS, Chapter 12	Due Sunday, 11/23 at 11:59PM 1. Stats Assessment Post-Test 2. Week 14, Lesson 12 Quiz
Week 15 Nov. 24 – Nov. 30	Thanksgiving Break		
Week 16 Dec. 1 – Dec. 7	Use this week to review for Exam 2. Review SSDS, Chapters 8-10 & 12; Canvas Lessons (7-12)	Use this week to review for Exam 2. Review SSDS, Chapters 8-10 & 12; Canvas Lessons (7-12)	Exam 2 is Due Thurs, 12/11 at 11:59PM
Week 17 Dec. 7 – Dec. 11	Exam 2	Review SSDS, Chapters 8-10 & 12; Canvas Lessons (7-12)	Exam 2 is Due Thurs, 12/11 at 11:59 PM

Course Policies

Below is a list of items that you can expect from your professor, as well as a list of items that, if you choose to stay in this course and not drop it, you are agreeing to abide by in this course. Please consider these expectations our Course Policies.

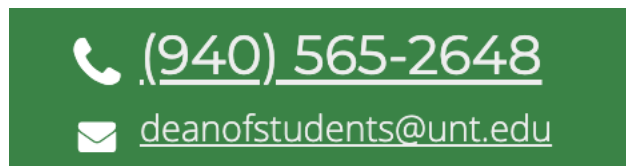
What you can expect from your professor:

1. Respect and active listening.
2. Consistent grading with return time within one week.
3. To treat everyone equally and fairly.

What the professor expects from you:

1. Patience with the professor, and with all others who participate in this class.
2. To read the syllabus carefully each week and know what is supposed to happen.
3. Active participation in the Canvas environment as required by the syllabus.
 - If it appears you are not actively engaged in this course, the professor will use the UNT Care Team reporting system to make recommendations.
4. To complete all assignments as they are scheduled in the **Tentative Course Schedule** in the syllabus/ Canvas
5. To act with academic integrity during any quizzes or exams and in all writing. Your work should be your own. Cheating, plagiarism, or the use of generative AI of any form to complete your work will not be tolerated. See UNT policy on academic dishonesty. Student Academic Integrity

6. To follow all directions in the syllabus for all course assignments. If you do not follow all directions, you will automatically receive a zero (0).
7. To be responsible for your work and prepare for and handle situations of computer and Internet difficulties. If your Internet is out, go somewhere where it is working so that you do not miss quizzes or other assignments. Do not wait until the last minute to begin your work. That way, if you do have some technical difficulty, you'll have time to correct it.
8. To contact the Dean of Students, Seeking Options and Solutions (SOS) Office, in the event of a personal emergency in your life. This includes extended illness or hospitalization, death in family, or other personal issue that hinders your possibility of success in the course. Here is the URL and the contact information for that office.
 - <https://deanofstudents.unt.edu/resources/seeking-options-and-solutions>



UNT Policies

Attendance Policy

Visit the [University of North Texas' Attendance Policy \(http://policy.unt.edu/policy/15-2-\)](http://policy.unt.edu/policy/15-2-) to [learn more](#). The instructor of this course expects students to stay engaged in this online course.

ADA Accommodations

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](http://www.unt.edu/oda) website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323.

Supporting Your Success and Creating an Inclusive Learning Environment

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 so we will work

as a class to collaborate in ways that encourage inclusivity.

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, use of AI to complete assignments, 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.

- Cheating on discussions by posting something erroneous first in order to see others' posts will result in a zero and a warning. If it happens twice, an Academic Integrity Violation Report will be filed for each incident.
- Cheating related to any form of plagiarism will result in a zero, and an Academic Integrity Violation Report will be filed for each incident.
- Any form of plagiarism, including but not limited to the use of any form of AI to generate your work, will not be tolerated. You will receive a zero, and an Academic Integrity Violation Report will be filed for each incident.

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). The instructor will also post an announcement to the class.

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) (<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 email [Eagle Connect](https://it.unt.edu/eagleconnect) (<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/) (<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.

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. 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 may employ 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.

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-and-wellness-center) (<https://studentaffairs.unt.edu/student-health-and-wellness-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-wellness-center/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellness-center/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](#)
- [U.N.T. 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) (<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://exhibits.library.unt.edu/multicultural-center/) (<https://exhibits.library.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://careercenter.unt.edu/resources/unt-pride-alliance/) (<https://careercenter.unt.edu/resources/unt-pride-alliance/>)

- [UNT Food Pantry](https://studentaffairs.unt.edu/desresources/programs/food-pantry/index.html) (<https://studentaffairs.unt.edu/desresources/programs/food-pantry/index.html>)

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>)
- [U.N.T. Libraries](https://library.unt.edu/) (<https://library.unt.edu/>)
- [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)
- [Math Lab](https://math.unt.edu/undergraduate/math-lab.html) (<https://math.unt.edu/undergraduate/math-lab.html>)