ADTA 5340 - 004 | Discovery and Learning with Big Data

Professor/Instructor Contact Information

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Communication Expectations: The best way to communicate with me is by emailing me directly, copying the attending TA(s) where applicable, or setting up an appointment via my email. Please email me and copy the attending TA(s) with any questions or concerns. I do check my emails regularly and will try to respond as quickly as possible. However, if you do not receive a response within two business days, please send a follow-up email – a gentle nudge is always appreciated. For appointments, please let me know at least 24 hours in advance.

Course Description

This course introduces the fundamentals of data analytics and machine learning with big data. The goal of this course is to provide students with both theoretical knowledge and practical experience leading to mastery of big data analytics and machine learning, using both small and large datasets. As these fundamentals are introduced, exemplary technologies will be employed to illustrate how machine learning can be applied to real-world solutions. The problems are being considered in the context of big data analytics. Exercises and examples will consider both simple and complex data structures, as well as data ranges from clean and structured to dirty and unstructured.

Course Structure

This course is a 3-credit 16-week in-person class covering one module per week.
Important Notice for F-1 Visa Students taking this course: Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students, and F-1 Visa students are strongly advised to familiarize themselves with these conditions.

Course Prerequisites or Other Restrictions

There are no prerequisites for the course.

Course Objectives

By the end of this course, students will develop knowledge and skills in:

1. The fundamental concepts of big data and machine learning
2. Data analytics with the Apache Hadoop ecosystem

3. Data analytics using the cloud technology
4. Data analytics life cycle
5. Exploratory data analysis (EDA) and data preprocessing
6. Supervised learning - both linear and non-linear
7. Unsupervised learning
8. Evaluating machine learning algorithms
9. Programming for data science with Python, using the standard libraries such as using NumPy, Pandas, Matplotlib, and Scikit-Learn
10. Using various software tools in machine learning

Topics included in this course are as follows:
1. Apache Hadoop ecosystem and its major components
2. Apache Hadoop ecosystem and the cloud technology
3. Data analytics life cycle
4. Data preprocessing
5. Exploratory Data Analysis (EDA)
6. Big data analytics and machine learning: Overview
7. Big data analytics and machine learning: Supervised Linear algorithms
8. Big data analytics and machine learning: Supervised Non-Linear Algorithms.
9. Big data analytics and machine learning: Unsupervised Algorithms
10. Big data analytics and machine learning: Evaluating Algorithms
11. Big data analytics and machine learning with NumPy, Pandas, Scikit-Learn in Python

Materials

No textbook is required for this course, but we will have articles to read and videos to watch throughout the semester.

These books are NOT required, but you might find them beneficial for extra reinforcement of the material.
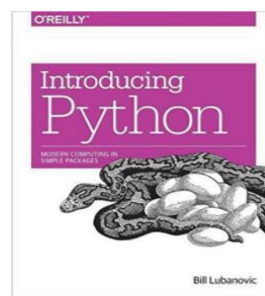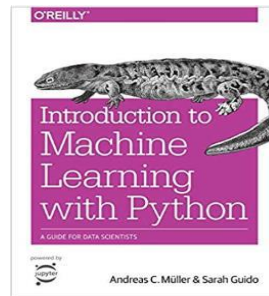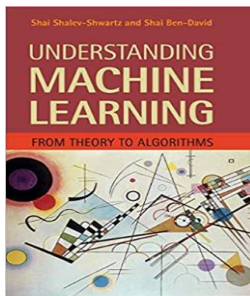
1. Shai Shalev-Shwartz & Shai Ben-David (2014). Understanding Machine Learning: From Theory to Algorithms. Cambridge University Press. ISBN: 978-1107057135
2. Andreas C. Muller & Sarah Guido (2016). Introduction to Machine Learning with Python. O'Reilley Media. ISBN: 978-1449369415
3. Bill Labnovic (2014). Introducing Python: Modern Computing in Simple Packages. ISBN: 978-1449359362

Teaching Philosophy

I am dedicated to guiding my students towards becoming not just skilled professionals but also responsible, innovative, and ethically minded contributors to society. To achieve this, I do encourage my students to utilize cutting edge technologies in the dispensation of their course work

in ethical and academically acceptable submissions. Other major bedrocks to my teaching delivery include the integration of real-world experiences, and hands-on approach in a continuous improvement feedback loop. By this approach, I strive to demonstrate a commitment to providing an education that is both academically rigorous and richly aligned with the demands of the contemporary data analytics landscape.

How to Succeed in this Course

Complete Your Work

Complete your work on time and contact me and the attending TA(s), where applicable, when you have questions. Contact us through email and/or by attending my published office hours. The office hours offer you the opportunity to ask for clarification or find support with understanding the course materials. Remember, your success is our goal.

Learn and Grow

UNT strives to offer you a high-quality education and a supportive environment, so you can learn and grow. As a faculty member, I am committed to helping you be successful as a student. To learn more about campus resources and how to succeed at UNT, visit https://www.unt.edu/success/ and explore https://www.unt.edu/wellness/ . To get all your enrollment and student financial-related questions answered, go to https://scrappysays.unt.edu/s/.

Engage

Every student in this class should have the right to learn and engage in an environment of respect and courtesy from others. We will discuss our classroom's habits of engagement, 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).

Seek Accommodation if Needed

The University of North Texas makes reasonable academic accommodations for students with disabilities. Please review the **ADA Policy** section for more information.

Course Requirements

The following are the course requirements.

1. The student will be responsible for checking the UNT email announcements and other types of class communication daily.
2. The student will access and follow all course instructions in the syllabus, announcements, assignments, and all other class-related documents.
3. The student will complete all the class assignments in the time frame specified in the class documents, including the course calendar, to participate effectively in class activities. Please note that there will be a 10% deduction for each day the work is submitted late.
4. The student will complete the midterm and project within the time frame specified in the class documents. **There are NO extensions for the midterm or final project.**

Assessing Your Work

Assignments, Assessments & Grading

1. There will be **eleven assignments** throughout the course. (38%)

    - Students are required to submit their homework on time.

2. There will be **one discussion post** throughout the course. (3%)

    - Students are required to submit their discussion post on time.

3. There will be **one midterm**. (25%)
    - Students are required to submit their midterm on time.
4. There will be **a final project**. (30%)
    - Students will submit the final project by the deadline provided on the Course Calendar.
5. Class attendance: (4%)
    - Students will be rewarded for class attendance and participation throughout the semester.
6. The total percentage for the course is 100%.

The final letter grade will be determined as follows:

A: 90 - 100%
B: 80 - 89.9%
C: 70 - 79.9%
D: 60 - 69.9%
F: 0 - 59.9%

Course Schedule

This schedule is subject to change by the professor. Any changes to this schedule will be communicated in class or via class email or Canvas announcement. Additional readings and activities may be added, which will be noted in the weekly module overview instructions.

Week	Date	Topic(s)	Activity/ Assignment
1	1/13 – 1/17	Course Overview Introduction: AI and Technology Advancements Introduction to Jupyter Notebook Fundamentals of Programming in Python (Review) Discussion: Personal Introduction	Discussion Post #1 Assignment #1
2	1/20 – 1/24	Overview: AI, Machine Learning, and Deep Learning Big Data: Structured and Unstructured Data (Review) Python: Programming Techniques (Review)	Week 2 Readings Assignment #2
3	1/27 – 1/31	AI and Big Data Analytics - PART I Data Science: Data Analytics Life Cycle (Review)	Week 3 Readings Assignment #3
4	2/3 – 2/7	AI and Big Data Analytics - PART II Useful Python Libraries: Numpy Arrays & Pandas Series (Review)	Week 4 Readings Assignment #4

5	2/10 – 2/14	Machine Learning: Learning Styles - Overview Machine Learning: Supervised Models - Overview Supervised Learning: Linear Algorithms: Overview Useful Python: Pandas DataFrame (Review)	Week 5 Readings Assignment #5
6	2/17 – 2/21	Supervised Learning: Linear Regression Linear Regression in Python with Scikit-Learn Visualization with Pandas & Matplotlib (Review)	Week 6 Readings Assignment #6
7	2/24 – 2/28	Supervised Learning: Linear Classification: Logistic Regression Logistic Regression in Python with Scikit-Learn	Week 7 Readings Assignment #7
8	3/3 – 3/7	**Midterm Exam**	**Midterm Exam**
SPRING BREAK	3/10 – 3/14	SPRING BREAK	SPRING BREAK
9	3/17 – 3/21	Supervised Learning: Non-Linear Classification: K-Nearest Neighbors (KNN) in Python with Scikit-Learn	Week 9 Readings Assignment #8
10	3/24 – 3/28	Supervised Learning: Non-Linear Classification: Decision Tree Decision Tree (CART) in Python with Scikit-Learn Final Project Review/Updates	Week 10 Readings Assignment #9
11	3/31 – 4/4	Machine Learning: Unsupervised Models - Overview Unsupervised Learning: Clustering - Overview Unsupervised Learning: Clustering: K-Mean Algorithm	Week 11 Readings Assignment #10
12	4/7 – 4/11	Machine Learning: Random Forest: - Overview - Pros & Cons	Week 12 Readings Assignment #11
13	4/14 – 4/18	Machine Learning: Random Forest vs Decision Tree Final Project Review/Updates	Final Project
14	4/21 – 4/25	Final Project Execution/Write-up	Final Project
15	4/28 – 5/2	Final Project Presentation/Write-up	Final Project
16	5/5 – 5/9	FINALS WEEK Final Project Presentation/Submission	NO CLASS **Final Project Submissions**

Course Policies

Attendance

Students are expected to attend class meetings regularly and abide by the attendance policy established for the course and by the University. It is important that you communicate with the professor and the instructional team prior to being absent so you, the professor, and the

instructional team can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor and instructional team if you cannot attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

Recordings

This is a face-to-face class, not an online one, meaning you are expected to be physically present for each class period this semester. If several students are sick, I will record my lecture via Zoom, but the course recording will only be provided for students with a valid reason for missing class.

Class Participation

Attendance is expected for this class, and students are required to participate in all class activities. To learn more about campus resources and how you can achieve success, go to https://succeed.unt.edu.

Late Work

All assignments are to be submitted by the due date and time. The deadline for submitting an assignment is 11:59 pm on the due date. After the deadline, you will incur a 10% deduction for each day late. No late midterm or final project will be accepted.

Online Assignment and Examination Policy

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

Scholarly Expectations

All works submitted for credit must be original works created by the scholar uniquely for the class. It is considered inappropriate and unethical to make duplicate submissions of a single work for credit in multiple classes unless specifically requested by the instructor.

The use of large language models and other generative AI technologies, including tools like ChatGPT, is allowed for specific activities or assignments the instructor designates. However, such usage must conform to the following policy on the use of AI Tools in the course:

Policy on the Use of AI Tools in Coursework

- **General Use**

    o Students are encouraged to use Artificial Intelligence (AI) tools to improve their learning and practice throughout this course. These tools can help students grasp complex concepts, engage in creative problem-solving, and get additional practice with course-related skills.

- **Use in Assignments**

    o **Discussion Assignments:**

        ▪ AI tools may be used freely in discussion assignments. Students are not required to attribute the use of AI tools in these contexts, allowing for

straightforward integration and experimentation with the technology to deepen understanding and engagement with the course material.

- o **Graded Homework and Final Project:**
    - The use of AI tools is permitted in completing graded homework assignments and the final project. However, students must follow these guidelines:
        - **Attribution:** Clearly state the use of AI tools in your submissions.
        - **Documentation:** Include a copy of the prompts used in interactions with AI tools as part of your assignment submission. This transparency is essential to maintain academic integrity and to allow for proper evaluation of your understanding and original contributions. **Citing only AI or ChatGPT is insufficient in any academic writing assignment (e.g., a project report). Students must provide the references used - articles, textbook chapter, etc.**
- o **Spell Checking and Grammar Corrections:** Students may use AI tools for spell checking and grammar corrections in any written work. Students are **allowed to improve writing originally produced by themselves** by using **AI tools to edit, paraphrase, and proofread**. However, **if the percentage attributed to AI by the AI writing detector for a graded assignment is scored high** (on the answers) then the work should be reviewed further for a possible plagiarism violation. It is required that students clearly state:
    - **Tools Used:** Identify the AI tools utilized for spell checking and grammar corrections.
    - **Application:** Specify the sections or parts of the assignment where these tools were used. This information should be explicitly stated in the assignment submission.

- **Examinations**
    - o **Midterm and Final Exams:** The use of AI tools is strictly prohibited during both the midterm and final exams. These assessments are designed to evaluate individual knowledge and problem-solving skills without the aid of external AI assistance.
    - o **Policy Violation Consequences:** Any student found using AI tools during these exams will be considered in violation of the course's academic integrity policies. Such violations will be reported and may result in disciplinary action in accordance with the university's standards.

- **Responsibility**
    - o Regardless of whether AI tools are used, students are completely responsible for ensuring the authenticity and originality of their work submitted for academic evaluation. This includes a full understanding of the material and the ability to discuss and defend all submitted work, irrespective of the tools used in its creation.

ADTA students must read and adhere to the course, department, and [UNT Academic Integrity](#) expectations. The consequences of violating Academic Integrity expectations are outlined below.

Advanced Data Analytics Integrity Policy

	Penalty	Other
1st Academic Integrity Offense	The minimum penalty is a 0 for the assignment AND a deduction of one letter grade from the final grade for the course. Other penalties may be assessed by the course instructor up to course failure, depending on the severity of the offense.	All Academic Integrity offenses will be reported to the UNT Academic Integrity Office.
2nd Academic Integrity Offense	Suspension from the ADTA program.	A second offense is defined as a separately reported offense either in the same class as the 1st offense or in a different course. Students suspended for a second Academic Integrity violation cannot enroll in ADTA courses for 1 calendar year. For students who had a single Academic Integrity violation prior to Fall 2023, a second violation will result in suspension from the ADTA program.
3rd Academic Integrity Offense	Dismissal from the ADTA program.	Students committing a 3rd Academic Integrity offense will be dismissed from the program. For students who had multiple Academic Integrity violations before Fall 2023, any additional violation will result in dismissal from the ADTA program.

AI Tool Usage

	Do	Don't
Writing Assignments	Improve your originally produced writing using AI tools to edit, paraphrase, and proofread. Note if the percentage attributed to AI by the AI writing detector is scored over 20%, then the work will be reviewed further for a possible plagiarism violation.	Do not copy and paste entire works generated from AI tools. You may paraphrase or quote a small snippet, but you must cite the AI tool and use double quotations when using exact words from the AI tool.
Hands-on Assignments	Assist with understanding the assignment.	Do not copy and paste entire works generated from AI tools.
Exams	Use AI tools to prepare and study for an exam.	Do not use AI tools during exams.
Project & Presentation	Assist with understanding and guidance.	Do not use AI tools as your only source of information. Your references should be from various sources, such as journal articles, conference proceedings, books, or other scholarly works. Do not copy the entire code or presentation from AI tools. AI tools like ChatGPT are better at generating pseudo code in programming languages (e.g., Python or R) but still require manual editing to ensure accuracy.

Instructor Responsibilities and Feedback

The instructor is responsible for responding to student questions about assignments and projects, the course material presented, and providing additional resources to enhance understanding of the course material. Timely feedback is essential for student success, and the instructor is responsible for providing timely feedback throughout the course. The instructor or TA will grade submitted assignments and post grades for students within ten days of the due date.

Syllabus Change Policy

Changes to the course syllabus or due dates are not anticipated, but should they be necessary, the instructor will provide ample notification to students to complete assignments in a timely manner without penalty.

Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

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.

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

Online Course System

The University is committed to providing a reliable online course system to all users. However, part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: UIT Student Help Desk site (https://www.unt.edu/helpdesk)
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)

UNT Policies

Academic Integrity Policy

The University of North Texas promotes the integrity of learning and embraces the core values of trust and honesty. Academic integrity is based on educational principles and procedures that protect the rights of all participants in the educational process and validate the legitimacy of degrees awarded by the University. In the investigation and resolution of allegations of student academic dishonesty, the University's actions are intended to be corrective, educationally sound, fundamentally fair, and based on reliable evidence. The UNT Student Academic Integrity Policy is found at https://policy.unt.edu/policy/06-003.

ADA Policy

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 website (http://www.unt.edu/oda). You may also contact ODA by phone at (940) 565-4323.

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.

Survivor Advocacy

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

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](http://www.ecfr.gov/) (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 online 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 online 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 online 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. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

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

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

Class Recordings & Student Likenesses

In case 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) (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)
- [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 the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

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

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://careercenter.unt.edu) (https://careercenter.unt.edu)
- [Multicultural Center](https://idea.unt.edu/multicultural-center) (https://idea.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://idea.unt.edu/pridealliance) (https://idea.unt.edu/pridealliance)
- [UNT Food Pantry](https://studentaffairs.unt.edu/food-pantry) (https://studentaffairs.unt.edu/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 Center](https://writingcenter.unt.edu) (https://writingcenter.unt.edu)

- [Math Lab](https://learningcenter.unt.edu/math-lab) (https://learningcenter.unt.edu/math-lab)

Emergency Notification and 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.