WLLC – FRENCH - SPRING 2021
Syllabus
Course Information and Policies
French 3065 sections

Course ID/Course Name - Time /Location / Delivery mode
FRENCH 3065-001 – ADVAN FREN CONV - TTH 11:00 AM TO 12:20 PM - Remote

Instructor Contact
Name: Sophie Morton
Pronouns: She/her
Office Hours:
ZOOM meetings availability with prior email request for an appointment:

- Tuesday 9:45 a.m. – 10:45 a.m.
- Wednesday 4:00 p.m. – 5:00 pm
You can also contact me for an appointment outside of the above designated meeting times
Email: sophie.morton@unt.edu

Communication Expectations
While I understand the need to be available as much as possible for each of you, there are limitations on my availability and when I can be reached. Your emails will be read as soon as possible. Do not expect immediate answers. I will make every effort to answer your emails by the end of the following day, except weekend.

I require students to use official UNT Mail for all communication. This means that I will only respond to email sent by students from a UNT Mail address (@my.unt.edu). Likewise, I will only send e-mail to your UNT Mail address. Information about UNT Email can be found at the following Web address: https://my.unt.edu

*A note on protocol: If you have a problem with anything related to your course (textbook, instructor, testing, etc.), it is important you discuss the problem first with your instructor. Most problems or misunderstandings can be dealt effectively and efficiently if the people most directly involved can discuss the problem and communicate honestly with each other. However, if you do not get resolution or are uncomfortable discussing a specific issue with me, do not hesitate to set up an appointment with an administrator of the WLLC department.

A Q & A forum is available to students in the Discussion Board. You can use it to post most of the general questions you may have about the course or an assignment. Often students have similar questions. So, as I or a classmate post an answer the whole class will be able to see the Q&A and benefit from
Welcome to UNT!

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

Course Description

**Advanced French Conversation.** Study of themes related to contemporary French experience and heavily oriented toward conversation and communication on topics of interest to contemporary youth. Prerequisite(s): FREN 2050 or equivalent. This three-credit course meets either twice a week,

Course Structure

**REMOTE COURSE:** this is a course that only meets remotely with synchronous and asynchronous instruction (NO F2F). Your interaction with me and with your fellow students will take place in CANVAS and ZOOM meetings.

Meeting times for the synchronous portion of the course are indicated on the Registrar schedule.

- You are registered in a TTR class:

The entire class will meet synchronously with the instructor at time of day indicated on the Registrar’s schedule on Tuesday and Thursday for the first 50 minutes. The remaining class time instruction (the last 30 minutes of each class) will be delivered asynchronously.

Course Prerequisites

For placement tests information visit: [https://worldlanguages.unt.edu/resources/testing/placement](https://worldlanguages.unt.edu/resources/testing/placement). Students must have completed and passed French 2050 or equivalent.

Course Objectives

The focus of this course is to develop students’ oral proficiency in French through interpersonal, interpretative, and presentational communication.

Upon successful completion of this course, learners should be able to accomplish a variety of communicative tasks (written and oral) including (*but not limited to*):

1. Asking questions, gathering information, and making suggestions.
2. Recounting present, past and future events.
3. Talking about day-to-day activities and topics.
4. Describing photos, images, videos.
5. Stating opinions about a variety of topics and arguing one’s point of view.
This course will also provide basic information on French culture and civilization and open a window on the Francophone world, through text materials, music, videos, films and websites. Activities are designed to maximize your opportunity to achieve the targeted level of proficiency in French. Students will develop valuable presentation skills in the target language.

Student learning outcomes

Upon successful completion of this course, students will be able to:

1. To communicate in French using more complex structures.
2. To understand and answer basic statements and questions while participating in informal conversation on everyday topics.
3. To share, describe and discuss personal information.
4. To discuss, support and state personal point of view on various events such as described in the news.

Materials

There are no textbooks required for French 3065.

Students will be provided with all relevant materials (Power Points, Word docs, PDFs and links to videos, etc.) via CANVAS.

Access to movies: movies will be accessible via UNT Libraries: Kanopy & Alexander Street platform

Optional:

Access to online resources such as: [http://www.laits.utexas.edu/fi/](http://www.laits.utexas.edu/fi/); [https://www.duolingo.com/register](https://www.duolingo.com/register); [https://www.wordreference.com](https://www.wordreference.com)

Teaching Philosophy

I am dedicated to helping you achieve the best in my courses. I will work diligently to deliver quality instruction. For you to reach the course’s learning outcomes will require regular work on your part and you are expected to have an active role in this course. Our common goal is your success.

Course Technology & Skills

Minimum Technology Requirements

- Computer
- Reliable internet access
- Speakers
- Microphone
- Webcam (this is required for all zooms sessions)
- Plug-ins
• Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)
• Microsoft Office Suite (specifically Power Point and Word)

For help downloading Microsoft Office 365 to your personal computer using your UNT credentials, please visit the following site: https://it.unt.edu/installoffice365

Computer Skills & Digital Literacy
• Using Canvas
• Using email (with or without attachments)
• Recording and uploading files to Canvas
• Using presentation programs
• Downloading and installing software

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

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

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

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

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

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

Course Requirements

Course Activities and Assessments 3065

<table>
<thead>
<tr>
<th>ASSESSMENTS</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Formative</strong></td>
<td></td>
</tr>
<tr>
<td>Weekly Activities [includes preparation, day-to-day participation (attendance during Zoom sessions)]</td>
<td>40%</td>
</tr>
<tr>
<td>Projects: Débats; 1 &amp; 2; Presentations 1 &amp; 2</td>
<td>30%</td>
</tr>
<tr>
<td><strong>Summative</strong></td>
<td></td>
</tr>
<tr>
<td>Interview 1: Mid semester</td>
<td>15%</td>
</tr>
<tr>
<td>Interview 2: End of semester</td>
<td>15%</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading Scale

Your grade will be calculated according to the following scale. Please note grades are not curved. There is no extra credit awarded in this course.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 – 100 %</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89.9 %</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79.9 %</td>
<td>C</td>
</tr>
<tr>
<td>60 – 69.9 %</td>
<td>D</td>
</tr>
<tr>
<td>0 – 59.9 %</td>
<td>F</td>
</tr>
</tbody>
</table>
Course Policies

Attendance Policy

Regular and punctual class attendance (remote zoom delivery) is paramount for success in this course. Attendance is recorded in CANVAS. Any unauthorized absence may result in loss of points. Upon justification of absence(s), instructor will make the absence “excuse”.

Based on Policy 06-039 (see link below), an absence may be excused for the following reasons:

1. religious holy day, including travel for that purpose.
2. active military service, including travel for that purpose.
3. participation in an official university function.
4. illness or other extenuating circumstances.
5. pregnancy and parenting under Title IX.
6. when the University is officially closed by the President.

For details about student attendance and authorized absences please visit the University of North Texas’ Attendance Policy (http://policy.unt.edu/policy/15-2-) to learn more.

COVID-19 Impact on Attendance

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

Class Materials for Remote Instruction

Remote instruction may be necessary if community health conditions change or you need to self-isolate or quarantine due to COVID-19. Students will need access to a [webcam and microphone – see technical requirements section] to participate in fully remote portions of the class. Information on how to be successful in a remote learning environment can be found at https://online.unt.edu/learn.

Statement on Face Covering

Exceptions to the face covering requirement must be reviewed by the safety and incident management committee.

Face coverings are required in all UNT facilities. Students are expected to wear face coverings during this class. If you are unable to wear a face covering due to a disability, please contact the Office of
Disability Access to request an accommodation. UNT face covering requirements are subject to change due to community health guidelines. Any changes will be communicated via the instructor.

Grade-Related Policies

Class Participation

Since regular oral practice is essential for improving proficiency in a foreign language, **attendance during zoom session** and **active participation** are necessary for your success in this course. (Be sure to see attendance policy.) Your instructor will evaluate your oral coursework throughout the semester, based on the quality of your regular participation.

Your grade will reflect: 1) your use of French; 2) your interaction in group work and whole-class activities; and 3) your level of preparation for in-class exercises and tasks.

Each time your participation and oral classwork are evaluated, the rubric below will be used to establish a grade based on a scale of 100 possible points. Preparation refers to completion of assignments and in-class exercises and other tasks.

<table>
<thead>
<tr>
<th>Level of participation and preparation</th>
<th>Performance</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offers relevant comments. When applicable uses French almost exclusively. Regularly participates voluntarily and without hesitations in various class activities. Consistently stays on task during partner/group work. Demonstrates extensive preparation. Exhibits excellent, cooperative behavior.</td>
<td>Superior Advanced High</td>
<td>90-100 pts.</td>
</tr>
<tr>
<td>Offers mostly relevant comments. When applicable uses French often. Often participates voluntarily and without hesitations to various class activities. Mostly stays on task during partner/group work. Demonstrates a high degree of preparation. Exhibits good, cooperative behavior.</td>
<td>Advanced mid Advanced low</td>
<td>80-89 pts.</td>
</tr>
<tr>
<td>Occasionally offers relevant comments. When applicable uses some French (but needs prompting and tends to Fall back on English). Generally, does not participate voluntarily in class. Some inconsistent participation in partner/group work (chatting, distracted). Demonstrates some level of preparation (but not consistent). Exhibits mostly good, cooperative behavior.</td>
<td>Needs improvement-Intermediate High Intermediate low</td>
<td>60-79 pts.</td>
</tr>
<tr>
<td>Rarely offers relevant comments. When applicable rarely uses French (frequent use of English even when prompted; unable to answer when called on). Does not participate voluntarily in class. Inconsistent participation in partner/group work (chatting, distracted). Does not demonstrate preparation. Exhibits mostly good, cooperative behavior.</td>
<td>Low performance – novice level</td>
<td>40-59 pts.</td>
</tr>
</tbody>
</table>
**Weekly Activities**
These activities require before class preparation (reading materials prior to class, learning vocabulary, preparation of articles, movies/videos viewing, completion and turning in assignments, participation to discussion thread in CANVAS, etc.). Coming to class unprepared (i.e., not having researched the vocabulary on a topic) will result in loss of points for that session/topic evaluation. Your grades will be based on work completion, quality of participation (individual and group work) and level of preparedness. Some activities in this category will be weighed differently (i.e.: some may be worth more than others)

**Projects: Débats; Oral Presentation**
Students will participate in French discussions (débats; individual contribution and group work) on contemporary French society topics. Students will present their point of view and argue their opinion with members of their group. Prior to the Débat, students will complete assignments in CANVAS, geared to guide and help students develop ideas and prepare language skills to succeed during the class exercise.

Students will work in pairs (or trios if necessary) on 2 oral presentations. Presentations will take place in front of the class via zoom and each student is expected to be present and actively listen to presentations. There will be no one-on-one presentation with the instructor. Alternate dates for presenting will only be available for students with approved absences as described in the syllabus.

**Interviews (Mid-semester and End of semester)**
You will have 2 oral interviews: one at mid-semester and one in lieu of final exam. Students must speak for about 2 minutes (1st interview) and about 3-4 minutes (2nd one) on specific topics. Topics will be announced prior to interview weeks. Interviews will be conducted via zoom and will be one-on-one. The schedule for times will be prepared by the instructor and posted on CANVAS. Failure to be present and bring official excuse will result in a grade of zero.

**Assignments Policy**
Due dates and instructions will be in CANVAS. Assessments have been organized to follow a pattern and facilitate your planning. It is the student’s responsibility to check due dates in CANVAS.

** It is your responsibility to check compatibility with CANVAS in advance. Make sure to look at the "getting started module". If you encounter technical difficulties with CANVAS, please contact the Student Helpline immediately at (940) 5652324 or at helpdesk@unt.edu. Technical difficulties will not be considered an excuse for missing deadlines, non-completion, or incomplete assignments etc. Students will not be allowed to submit late work or retake any assignment based on technical difficulties.

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| Present in class yet does not participate. Rarely or never speaks French (unable to respond when called on). Unwilling to participate in class activities and partner/group work. Clearly unprepared for class. Does not exhibit good, cooperative behavior. **Absent from class.** | Substandard performance | 0-39 pts. |
The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

**Time Table**

<table>
<thead>
<tr>
<th>Weekly Activities: dates are indicated in weekly agenda.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Débat 1</strong> Week 6 February 17, 2021</td>
</tr>
<tr>
<td><strong>Presentation 1</strong> Week 7 February 24</td>
</tr>
<tr>
<td><strong>Interview 1</strong> Week 8 March 2 – 4, 2021</td>
</tr>
<tr>
<td><strong>Débat 2</strong> Week 11 March 30, 2021</td>
</tr>
<tr>
<td><strong>Presentation 2</strong> Week 13 April 13, 2021</td>
</tr>
<tr>
<td><strong>Interview 2</strong>: Final Exam Week April 24 – 29, 2021</td>
</tr>
</tbody>
</table>

**Late Work**

No late work accepted in this course. All work turned in after the deadline will receive a grade of zero unless the student has a university-excused absence (Links to an external site,) and provides documentation with 48 hours of the missed deadline. At the end of the semester (by April 16) your instructor will drop the three lowest grades of the Weekly Activities category.

**Turnaround Time**

Many assignments will be partially or fully auto graded. My goal is to grade your other work in a timely manner - within 1 week of the due date (when the activity /assessment is not auto graded).

**Grade Disputes**

If you would like to discuss a grade on a specific assignment or your overall grade, email me to set up a ZOOM meeting (I will not discuss grades over email). You will need to have your video feed / camera on for any one-on-one meeting with the instructor. You should come to the meeting with specific questions and /or examples that demonstrate why you should have earned a different grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within 5 (five) days of receiving your grade, you also forfeit your right to a grade dispute. If you wish to appeal the decision made at the instructor’s level, please follow university grade appeal procedure (Policy 06.040 Grade Appeals) which can be found at https://policy.unt.edu/policy/06-040
Extra Credit

There are no extra credit opportunities in this course. NO EXCEPTION.

Syllabus Change Policy

All changes to the syllabus, course information, due dates will be announced via CANVAS.

UNT Policies

Academic Integrity Policy

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

ADA Policy

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

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

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

Emergency Notification & Procedures

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

Retention of Student Records

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

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

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

Student Evaluation Administration Dates
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available April 5 – April 22 to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Sexual Assault Prevention
UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.
Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

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

The paragraph reads:

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

University of North Texas Compliance

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

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

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

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

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

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.
See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).

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

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

Transmission and Recording of Student Images in Electronically Delivered Courses

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

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

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

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

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

Class Recordings & Student Likenesses
Synchronous (live) sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas
Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

Academic Support & Student Services

Student Support Services

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

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- 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.

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

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

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

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

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

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