



Western

DAN Department of Management
& Organizational Studies

**Faculty of
Social Science**

Fall 2026 Course Syllabus

MOS 1021A Section – 001

Introduction of Consumer Behaviour and Human Resources

Course Mode - In-Person

Instructor: Michael Aloisio

Office Hours: Fridays, 10:30am – 12:30pm, by appointment

Email: maloisi@uwo.ca

1. Course Information:

1.1 Class Location and Time:

Thursdays, 3:30pm – 6:30pm in NCB 101 – Additional details will be posted to course OWL Brightspace site.

1.2 Course Description:

This course introduces students to the study of management and organizations based on best available evidence. Topics covered may include consumer behavior, human resource management, business processes, intercultural relations, and multinational corporations in a globalized economy. These topics are fundamental to understanding managing people, consumer choice, and global commerce

Prerequisite(s): Enrolment in BMOS or Music Administrative Studies (MAS).

Corequisite(s): MOS 1023A/B.

Senate Regulations state, “unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.”

1.3 Accessibility:

DAN Department of Management & Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities.

Contact Academic Support & Engagement at <http://academicsupport.uwo.ca/> for information about Western’s Accessible Education.

More information about “Accessibility at Western” is available at: <http://accessibility.uwo.ca>

1.4 Land Acknowledgement:

We acknowledge that Western University is located on the traditional lands of the Anishinaabek (Ah-nish-in-a-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ahpay- wuk) and Chonnonton (Chun-ongk-ton) Nations, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum.

With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers. We acknowledge historical and ongoing injustices that Indigenous Peoples (First Nations, Métis and Inuit) endure in Canada, and we accept responsibility as a public institution to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities through our teaching, research and community service.

2. Course Materials

Our course textbook is *Introduction to Consumer Behaviour and Human Resources*. ISBN: 9780138279974.

This is a custom textbook developed specifically for this course combining chapters from *Human Resources Management in Canada*, (15th Canadian Edition) by Dessler and Chhinzer, and *Marketing: An Introduction* (7th Canadian Edition) by Armstrong et al.

This textbook is required.

Pricing and purchase options from the Dellelce Family Bookstore at Western can be found here.

Please note: Students will need to purchase the above specified text. Unfortunately, physical copies of the textbook are not available from the publisher. Older editions of the course text will not be sufficient.

To access the textbook, you will first need to register with Pearson MyLab. Registration instructions will be provided through our Brightspace site ("Textbook & MyLab Access" tab). **Please do NOT attempt to register for MyLab using an external site.** All registration should be completed through Brightspace.

The electronic version of the textbook is embedded in an online platform called Pearson MyLab. In addition to containing the textbook, this online platform also provides you with activities and quizzes intended to help you to study the textbook material. **No required course assessments or assignments will be completed through Pearson MyLab, and therefore access to these activities is optional.**

Additional course material will be posted to OWL: <https://westernu.brightspace.com/d2l/login>

Students are responsible for checking the course OWL site <https://westernu.brightspace.com/d2l/login> regularly for news and updates. This is the primary method by which information will be disseminated to all students in the class.

If students need assistance with the OWL course site, they can seek support on the [OWL Brightspace Help](#) page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be contacted by phone at 519-661-3800 or ext. 83800.

Technical Requirements

Coursework will require students to have access to a computer in good working order, regular access to a stable internet connection, and use of the Microsoft Office tools available through Western.

3. Course Objectives and Format

The DAN Department of Management and Organizational Studies as a whole draws upon an evidence-based management approach. Evidence-based management is the systematic process of gathering evidence from multiple sources, critically appraising the evidence, and using that evidence in making and evaluating management decisions to improve organizational performance.

3.1 Course objectives

This course will provide students with an introduction to current topics in human resource management, consumer behaviour, and marketing, and will clarify the strategic role of relevant concepts, processes, and procedures within organizational settings.

3.2 Course format

The course will consist of nine (9.0) unique sessions, three (3.0) exams, and a mandatory research participation component, all delivered in-person. Each individual session will consist of a lecture and assigned readings.

Weekly Lectures

Ahead of our in-person lectures, students will be provided with abbreviated lecture slides in PDF format. These will be shared via the course OWL Brightspace site. This material is meant to aid students in note-making during lectures. They are not a comprehensive summary of all the information covered in each lecture and should not be treated as a replacement for attending lectures. Instructor slide decks will not be distributed, nor will they be posted on the course site.

Assigned Readings

Assigned readings will be drawn from the course custom text and any additional material provided by the instructor. A list of assigned readings will be made available via the course OWL Brightspace site and under each session tab there. Any additional material provided by the instructor will also be made available via the course OWL Brightspace site. Students are expected to review this material and to make their own notes as they complete these readings.

Mandatory Research Component

The research participation component is meant to familiarize students with the methods of scientific research studies in management, and to provide first-hand experiences with the procedures presented in lectures. More detail on how this course component can be found below.

Please Note: The material covered in our lectures and in the assigned readings can and will differ. The two sources should be approached as complementary – two parts of a whole – rather than redundant. You are responsible for all material from the assigned readings and all content from lectures. Students who wish to do well in this course are strongly encouraged to attend our lectures and take part in our class discussions.

Key Sessional Dates:

Classes Begin: September 09, 2026

Last Day to Add/Drop Course: September 17, 2026

National Day for Truth and Reconciliation: September 30, 2026

Thanksgiving Day: October 12, 2026

Reading Week: October 10, 2026 - October 18, 2026

Last Day to Drop Course without Academic Penalty (WDN on transcript): November 30, 2026

Last Day of Classes: December 09, 2026

Study Day: December 10, 2026

Final Exam Period: December 11, 2026 - December 22, 2026

4. Learning Outcomes

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

- Describe the key principles and steps involved in analyzing jobs as well as recruiting, selecting, training, and managing the performance of employees, with consideration for the ethical guidelines, laws, and research in the field.
- Describe the consumer purchase decision process and the influences on consumer decisions, including the psychological, sociocultural, situational, and marketing mix influences.
- Differentiate among the careers available in consumer behaviour and human resources in order to make an informed decision about which specialization to pursue.

5. Evaluation

Your grade in the course will be based on your performance on our three exams and your participation in the mandatory research component.

The weighting of our three exams is as follows:

Exam 01 (October 08, from 4:30pm to 6:00pm) = 33%

Exam 02 (November 12, from 4:30pm to 6:00pm) = 33%

Exam 03 (During the December examination period scheduled by the Registrar) = 34%

Exams Details

Exams 01 and 02 will be written during class time. Exam 03 will be scheduled by the Registrar and will be written during the December Final Exam period. Exams are multiple choice in format and will be closed-book assessments delivered in-person. Dictionaries and other translation tools NOT allowed into the exams. Digital or electronic devices of any kind, including but not limited to smartphones, smart watches, calculators, and tablets, are NOT permitted at exams. Possession of prohibited materials at the exam will be treated as an academic offense.

If you are a student who requires extra time accommodations, please ensure that your accommodations are active on the Accommodated Exams website for this course 10 days before the exam.

Exams are non-cumulative. Each exam will cover the previous three (3.0) sessions worth of material. As such, Exam 01 will cover material from Sessions 01-03, Exam 02 will cover material from Sessions 04-06, and Exam 03 will cover material from Sessions 07-09. **Students are responsible for all material covered in the lecture recordings and assigned readings from each session.** Multiple exam versions will be created for each exam, and exam versions will be randomly assigned to students. Exams will not be returned to students but may be reviewed in the instructor's office.

Additional details on content and duration of our exams will be provided in class. Please Note: The above scheduled dates are tentative and pending approval from the University.

Mandatory Research Component

To familiarize students with the methods of scientific research studies in management, and to provide first-hand experience with the procedures presented in lectures, this course includes a mandatory research experience component.

This research component requires students to earn a total of 6.0 research credits by 11:59 p.m. on December 09, 2026. **TO DO SO, YOU MUST EARN 2.0 CREDITS DURING EACH OF THE THREE RESEARCH PERIODS LISTED BELOW:**

Research Period 01 (RP01) runs from **September 21, 2026 to October 09, 2026** and requires you to earn 2.0 credits.

Research Period 02 (RP20) runs from **October 19, 2026 to November 13, 2026** and requires you to earn 2.0 credits.

Research Period 03 (RP03) runs from **November 16, 2026 to December 09, 2026** and requires you to earn 2.0 credits.

Students who fail to earn the required credits by the stipulated deadlines will have 1.0% deducted from their final course grade for each 1.0 credit that they do not earn (for a maximum deduction of 6% from the final grade). It is your responsibility to ensure that you have completed the required number of credits by the deadline.

Please Note: The research component does NOT add marks to your final grade. However, failing to complete it does result in the penalty outlined above.

Research credits cannot be carried over from one Research Period (RP) to another nor can missed credits in one Research Period be made up in subsequent Research Periods. You must earn 2.0 credits during each Research Period, for a total of 6.0 credits. If your research participation earns you more than 2.0 credits during a Research Period, only 2.0 credits will be added to your research record.

Students who disagree with or wish to appeal their research participation grade will have until the date of their final exam in MOS 1021 to do so. No revisions to the research participation grade will be made after this date.

Research credits can be earned by (a) participating in research studies, and/or (b) completing an alternative in-person assignment. Students can complete any combination of research studies and assignments to earn their research credits.

Research Study Participation

The research study component involves completing tasks and/or questionnaires about topics related to human resources, marketing, and/or consumer behaviour. These studies are overseen by researchers in the DAN MOS department.

Studies will take place both online and in-person through the MOS Behavioral Research Lab (SSC 4434). Students should expect to complete both in-person and online studies based on research study availability.

Online studies can usually be completed right away after signing up, whereas in-person studies will require you to book a specific time slot.

Research credits are entered manually in the SONA system. Please allow a few days for updates. If no credit appears after one week, contact the study's lead investigator using the details on SONA. For ongoing issues, please email your instructor.

How to Register with SONA

At the start of RP01 (September 21), we ask that you register with SONA to ensure that you are able to access studies throughout the term, and stay up-to-date with your research credits.

To register with SONA:

- Access the SONA system-- the online system used to manage research participation for the course: <https://uwo-danmos.sona-systems.com/>. Your SONA account will be available to you on September 21, 2026, but not before then.
- Log into SONA using your usual Western user ID and password (the same credentials you use to access other Western sites, like your e-mail account).
- You may be asked to complete an initial survey that contains some introductory questions (available when you first log onto SONA only).
- Read the information regarding the available studies, and sign up for the studies that interest you, ensuring that you will earn 2.0 research credits during each Research Period.

Please note that **studies fill up on a first-come-first-served basis**.

Rules for Completing In-Person Studies

- In-person studies take place in the MOS Behavioral Research Lab (SSC 4434), unless otherwise specified on SONA.
- Bring your laptop computer or tablet to the research study. A cellphone will not be considered an acceptable substitute.
- Do not bring beverages of any kind with you to the research study. If you have a beverage, you will be asked to stow it away before the study begins.
- Please turn off your cell phone when you arrive at the research study.
- Make sure you arrive at least 5 minutes before the scheduled start of your study.
- In-person studies have a **very strict attendance policy**. If you do not arrive on time, you will be unable to participate. So, please note the following:
 01. Each research study will start exactly at the specified start time (e.g., exactly at 2:00 p.m.).
 02. At that time, the researcher running the study will lock the doors, and will not let anyone else in, even if you try to knock on the door.
 03. If you arrive late, you will not be allowed to participate in the study, and you will be marked as a "no-show." There will be no exceptions made to this policy.

Cancellation/Reschedule Policy for In-Person Studies

If you are not able to attend a study for which you signed up (e.g., you wake up sick), **you can reschedule up to 3 hours prior to the start of your scheduled study**. For example, if you have signed

up for a study that begins at 12:00 noon on Monday and you can no longer attend it, you have until 9:00 a.m. on Monday to reschedule. After that point, you will be marked as a "no-show" if you do not attend the study.

If you receive one "no-show" (i.e., you miss a scheduled research study without cancelling/reschedule once): you will not earn the allotted credit(s) for that research study. You may, however, sign up for and participate in another research study.

If you receive two "no-shows" (i.e., you miss a scheduled research study without cancelling/reschedule twice): you will not earn the allotted credit(s) for that research study. Additionally, you will have no further opportunity to participate in any research studies during the remainder of the term. Instead, you will have to earn all remaining credits by completing the alternative research assignment.

The person running an in-person study has no authority to make special accommodations or promises of credit. All participation credits will be determined by the policies described above.

Alternate In-Person Assignment

An alternative research assignment is available to students who would prefer to earn their research credits without participating in research studies. **The details of these alternate assignments will be determined by the Research Committee and shared ahead of the beginning of RP01 on September 21, 2026.**

5.1 General information about missed coursework

Students must familiarize themselves with the [University Policy on Academic Consideration – Undergraduate Students in First Entry Programs](#) posted on the Academic Calendar.

This policy does not apply to requests for Academic Consideration submitted for **attempted or completed work**, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult [Accessible Education](#).

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage: https://registrar.uwo.ca/academics/academic_considerations/

All requests for Academic Consideration must be made within 48 hours after the assessment date or submission deadline.

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make one Academic Consideration request **without supporting documentation** in this course. However, the following assessments are excluded from this, and therefore always require formal supporting documentation:

- Exam 01 scheduled for October 08, 2026, at 4:30pm (Designated by the instructor as the one assessment that always requires documentation when requesting Academic Consideration)
- Exam 03 or the "Final Exam" scheduled during the December Final Exam Period (Defined by policy)

When a student mistakenly submits their one allowed Academic Consideration request **without supporting documentation** for the assessments listed above or those in the **Coursework with Assessment Flexibility** section below, the request cannot be recalled and reapplied. This privilege is forfeited.

5.2 Evaluation Scheme for Missed Assessments

Exam 01 and Exam 02

When a student misses the Midterm Exam it is their responsibility to seek out academic consideration through Academic Counseling and notify their instructor. If their Academic Consideration is granted, they will be allowed to write a make-up exam. **The date and time of the make-up examination will be set by the instructor, who will communicate the date to the student.**

Exam 03 (Final Exam)

When a student misses the Final Exam and their Academic Consideration has been granted, they will be allowed to write the Special Examination (the name given by the University to a makeup Final Exam). See the Academic Calendar for details (under Special Examinations), especially for those who miss multiple final exams within one examination period.

The date and time of the make-up examination will be determined by the department and the University Special Examination dates as outlined in the Academic Handbook:
https://www.uwo.ca/univsec/pdf/academic_policies/exam/definitions.pdf.

The make-up exam for the missed final exam will be held **in January following the beginning of classes.**

Procedure on makeup assessments for Social Science students and for courses offered by the Faculty of Social Science, effective September 01, 2026.

Students who miss a regularly scheduled test/quiz, mid-term, or final exam may request academic consideration through the **Student Absence Portal**.

If academic consideration is granted, students should consult the course outline for information regarding how the missed assessment will be addressed and follow any instructions provided by the instructor. At the instructor's discretion, the weight of a missed test/quiz or mid-term may be transferred to another assessment in the course, including the final exam, rather than requiring a makeup assessment. Reweighting is not available for missed final exams.

Students are entitled to **ONE MAKEUP ASSESSMENT OPPORTUNITY** for a missed test/quiz, mid-term, or final exam supported by approved academic consideration. **NO ADDITIONAL MAKEUP OPPORTUNITIES WILL BE PROVIDED.** Makeup assessments represent the final opportunity to complete a missed course assessment.

What happens if I miss a makeup assessment as a Social Science student or in a course offered by the Faculty of Social Science?

Students who miss a makeup assessment are not eligible for an additional makeup opportunity. Depending on their circumstances, they may:

1. Remain enrolled in the course and accept a grade of zero on the missed makeup assessment. Students should consult the course outline and calculate whether they can still achieve a passing grade in the course.
2. Withdraw from the course through Student Center before the published drop deadline. A course dropped before the deadline will result in a withdrawal (WDN) without academic penalty. Part-time students should consult the Registrar's Office refund schedule to determine whether a tuition refund is available. Students enrolled full-time in 4.0-5.0 courses are generally not eligible for tuition refunds when a course is dropped.

3. If the published drop deadline has passed and the missed makeup assessment is supported by appropriate documentation, students may submit their documentation through the Student Absence Portal to request a **WDN (withdrawal without academic penalty)**. Approval is not automatic and remains subject to Faculty review. Requests for a second makeup assessment will not be considered.

Students are encouraged to carefully consider their ability to complete a makeup assessment as scheduled, as no further opportunities to complete the missed work will be available.

Essential Learning Requirements

Even when Academic Considerations are granted for missed coursework, the following are deemed essential to earn a passing grade.

Students are required to complete all three exams to ensure that students demonstrate sufficient mastery of the learning outcomes. Requests made by students to miss an exam and to shift that weight to the remaining exams will be denied given that this approach would not allow for the comprehensive assessment of all course material. In instances where Academic Considerations are granted, the make-up examinations listed above would satisfy this requirement.

Coursework with Assessment Flexibility

By policy, instructors may deny Academic Consideration requests for the following assessments with built-in flexibility:

Mandatory Research Component: The mandatory research component provides students with numerous research participation opportunities during each Research Period. Students are able to select those research participation opportunities that best suit their schedule and preferences. Cancellation and reschedule policies are also in place to provide flexibility during extenuating circumstances. Additionally, the alternative research assignment is offered as a way for students to complete this component of the course in instances where they cannot or choose not to participate in research studies. Due to the considerable flexibility embedded in this component of the course, Academic Consideration requests are not applicable.

Grades will not be adjusted on the basis of need. It is important to monitor your performance in the course. Remember: *You* are responsible for your grades in this course.

The DAN Department has a grade policy which states that for courses in the 2000-3000 range, the class average must fall between 67% and 72% for all sections of a course taught by the same instructor. In very exceptional circumstances only, class averages outside this range may be approved by the Undergraduate Chair or Chair. Class averages are not grounds for appeal.

6. Lecture and Examination Schedule

See Schedule on OWL Brightspace

7. Student Responsibilities

Students should familiarize themselves with Western University Senate Regulations, please see: http://www.uwo.ca/univsec/academic_policies/index.html.

Material covered in lectures will not always be the same as material covered in the textbook. These two sources should be viewed as complimentary and not redundant. As such, students who want to do well in this course are **strongly encouraged** to attend lectures on a regular basis. Please note that the instructor will not be providing copies of lecture notes or overheads. Therefore, if you miss a lecture, you should try to obtain this material from another student.

7.1 Respect

Please act respectfully towards the classroom, the instructor and your fellow students. Acting respectfully means arriving on time, turning off phones, avoiding private discussions during lectures, refraining from viewing non-course material on your laptops, and cleaning up after yourself. Acting respectfully provides a better learning experience for everyone.

Private in-class discussions are distracting to students and the instructor. If other students are distracting your attention from the material, you should ask them to be quiet. If you feel uncomfortable doing this (or the problem persists), please see your instructor.

Late arrivals are also distracting. Please try to arrive on time for classes.

Student Code of Conduct <https://www.uwo.ca/univsec/pdf/board/code.pdf>

7.2 No Recording of Classes

Students are not permitted to record any portion of a class, audio or video, without the prior written permission of the instructor.

7.3 Copyright Notice

Lectures and course materials, including power point presentations, outlines, and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own educational use. You may not record lectures, reproduce (or allow others to reproduce), post or distribute lecture notes, wiki material, and other course materials publicly and/or for commercial purposes without the written consent of your instructor.

8. Exam Policies

- Bring student identification to exams.
- Nothing is to be on/at one's desk during an exam except a pencil, an eraser, and the individual's student card.
- Additional aids, notes, or materials are not permitted during exams.
- Do not wear baseball caps to exam.
- Do not bring or wear smart watches, media players, phones, tablets, or other electronic devices to exams.
- Possession of additional aids, notes, materials as well as phones, smart watches, or other electronic devices will be considered an academic offense.

9. E-mail Policies

The following policies apply to all emails between students and the instructor. Please respect the fact that your instructor receives hundreds of emails from students and must deal with those emails in a fair and organized manner. Unacceptable emails will receive a reply saying only "Please see Email Policies on the course outline".

9.1 UWO.CA Email Addresses Only

For privacy reasons, students must use their Western email accounts to contact their instructor. The instructor will not respond to emails from non-uwo.ca addresses (e.g. hotmail.com, gmail.com, etc.).

9.2 Subject Line Must Include Course and Section Number

The subject line of emails must contain the name or number of the course, and the section number in which the student is enrolled. The instructor teaches different courses and sections and cannot properly respond to questions if they do not know which course or section you are enrolled in.

9.3 Acceptable Emails

- questions about the course content or materials
- asking to set up an appointment to ask questions or review an exam
- notification of illness or other special circumstances
- providing constructive comments or feedback about the course

9.4 Unacceptable Emails

- questions that may be answered on OWL or on this course outline
- asking when grades will be posted
- asking what grade a student received
- asking where or when an exam is scheduled or the material covered on an exam
- requests for grade increases, extra assignments, or reweighting of course components

10. Attendance (Adjust for Distance Studies, Blended or In-Person)

It is expected that students will attend all classes. The instructor does not provide access to lecture notes. Students are encouraged to obtain missed lecture notes from a fellow student.

10.1 Short Absences.

If you miss a class due to minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or exam. Cover any readings and arrange to borrow the missed lectures notes from a classmate.

10.2 Extended Absences.

If you are absent more than approximately two weeks or if you get too far behind to catch up, you should consider reducing your workload by dropping one or more courses. The Academic Counsellors can help you to consider the alternatives. At your request, they can also keep your instructors informed about your difficulties.

11. Grade Fairness

Fairness requires that all students be treated equally and be evaluated using the criteria set out in this course outline. The evaluation criteria are based on actual achievement and not on how hard a student has tried.

Claims by students of an excellent academic history, good attendance record, need to obtain or maintain a scholarship, desire to be admitted to Ivey or graduate school, or other personal issues, cannot be used to justify a higher grade in the course or a reweighting of course components. There is no extra work or assignments available for extra credit or to “make up” for a course component that was missed or performed poorly.

You, the student, are responsible for the grades earned.

12. Posting of Grades

Midterm exam grades will be posted on OWL Brightspace once the grades are available. Group Project grades will be posted to OWL Brightspace after all elements (video presentations, written reports, and peer evaluations) have been submitted and once grades are available. Final exam grades and final course grades are not posted on OWL and are available once they have been posted by the Registrar under “Academic Summary” at the Student Centre website.

13. University Policy Regarding Illness, Absence and Accommodation

13.1 Illness

Students will need to provide a Student Medical Certificate if the absence is medical or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact their Faculty Academic Counselling office to obtain more information about the relevant documentation.

For privacy reasons, students should also note that individual instructors should not receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. All documentation required for absences must be submitted to the Academic Counselling office of a student's Home Faculty.

For details on the Policy on Accommodation for Medical Illness, go to:

https://uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf

Students can download the Student Medical Certificate (SMC) here:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medical_certificate.pdf

13.2 Religious Accommodation

When conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request accommodation for their absence in writing to the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible but not later than two weeks prior to the writing of the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays: <https://www.edi.uwo.ca>.

14. University Policy on Cheating and Academic Misconduct

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_offences.pdf

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offenses. Students are urged to read the section on Scholastic Offenses in the Academic Calendar.

Note that such offenses include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. If you are in doubt about whether what you are doing is inappropriate, consult your instructor. A claim that "you didn't know it was wrong" will not be accepted as an excuse.

The use of AI and translation tools in written work beyond a dictionary is not permitted unless permission is granted by the instructor for specific circumstances. Any work submitted must be the work of the student in its entirety unless otherwise disclosed. When used, any such AI or translation tool should be used ethically and responsibly, and students must cite or credit the tools used in line with the expectation to use AI as a tool to learn, not only to produce content.

A copy of guidelines about how to avoid cheating can be obtained from the Office of the Ombudsperson, Room 3135 WSSB, (519) 661-3573, ombuds@uwo.ca.

If written work will be assigned in the course and plagiarism-checking software might be used, the following statement to this effect must be included in the course outline: All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and Turnitin.com (<http://www.turnitin.com>).

Cheating on exams will not be tolerated; students are referred to the university policy on scholastic offenses. Looking at the test of another student, allowing another student to view your exam, or obtaining information about a test in advance are all examples of cheating. A number of safeguards will be employed to discourage cheating. For example, examination supervisors (proctors) of the tests may ask students to move to another seat during the exam, cover their paper, avert their eyes from other students' papers, remove baseball caps, etc. This is not meant as a personal affront nor as an accusation of cheating, rather as vigilant attempts at proctoring.

The penalties for a student guilty of a scholastic offense may include a zero grade on the assessment, refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

15. Procedures For Appealing Academic Evaluations

1. In the first instance, all appeals of a grade must be made to the course instructor (informal consultation).
2. If the student is not satisfied with the decision of the course instructor, a written appeal must be sent to the Undergraduate Chair of the Department of Management and Organizational Studies via the DAN Help Portal. <https://help.sci.uwo.ca/servicedesk/customer/portal/10>
3. If the response of the Undergraduate Chair is considered unsatisfactory to the student, they may then appeal to the Associate Dean, Undergraduate of the Faculty in which the course of program was taken.
4. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Office of the Ombudsperson.

16. Support Services

16.1 Support Services

The Registrar's office provides you with information on services, courses, student finances, resources, latest news, as well as Student Central's hours of operation at <http://www.registrar.uwo.ca>

Student Support Services (*including the services provided by the USC listed here*) can be reached at: <http://westernusc.ca/services/>

Academic Support & Engagement can be reached at: <http://academicsupport.uwo.ca>

Western is committed to reducing incidents of gender-based and sexual violence (GBSV) and providing compassionate support to anyone who is going through or has gone through these traumatic events. If you are experiencing or have experienced GBSV (either recently or in the past), you will find information about support services for survivors, including emergency contacts at the following website: https://www.uwo.ca/health/student_support/survivor_support/get-help.html
To connect with a case manager or set up an appointment, please contact support@uwo.ca.

Students who are in emotional/mental distress should refer to Health and Wellness:
<https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

16.2 Academic Concerns.

If you are in academic difficulty, it is strongly recommended that you see your academic counsellor.