

The University of Texas at Tyler
Department of Kinesiology

Course Syllabus - KINE 4304: Principles of Training: Endurance
Section 460 (Online - 3 semester credit hours)
Summer II - 2024

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VIRTUAL Office Hours: By appointment only.

Prerequisite: KINE 3112, KINE 3311, KINE 3135, and KINE 3334

Course meeting times and location: ONLINE (asynchronous) via Canvas

Important: Please read this syllabus carefully and in its entirety before you do anything else in the course. Note important details, but especially take note of the categories of information in this syllabus. The syllabus is intended to provide key information at the outset of the course, as well as throughout the entire semester. I strongly recommend that you refer to the syllabus frequently throughout the course.

After your initial reading of this syllabus, I recommend that you check the various links in the course (in Canvas) to start to familiarize yourself with "what is where."

COURSE DESCRIPTION, OBJECTIVES AND LEARNING OUTCOMES:

Course Description: This course emphasizes the application of physiological principles of exercise training for improvement of cardiorespiratory endurance. This course includes the study of aerobic training programs for enhancing health, fitness and/or performance of various populations. The study of principles, guidelines, and procedures for prescribing preventive and rehabilitative exercise programs.

Course Objectives: The student who successfully completes this course will:

- a. Be familiar with the contents of and be able to use *The American College of Sports Medicine (ACSM) Guidelines for Exercise Testing and Prescription*.
- b. Have knowledge (and selected skills and abilities) related to exercise prescription expected of an ACSM-certified Health Fitness Specialist.

Specific Learning Outcomes: The successful student will be able to:

1. Apply the principles of exercise science, human anatomy, and biomechanics to movement design and exercise instruction.
2. Evaluate the risk status of individuals related to performing exercise, based on each individual's history and characteristics (following ACSM guidelines).
3. Correctly do calculations using ACSM equations for estimating rate of oxygen consumption during walking, running, cycle ergometry and bench-stepping.
4. Design and write appropriate exercise prescriptions that promote health-related fitness (*i.e.*, cardiorespiratory endurance), each based on an individual's needs, goals and risk status.
5. Demonstrate the ability to individualize exercise instruction for apparently healthy adults and special populations using an exercise progression model.
6. Exhibit the communication skills needed in personal fitness instruction.

Required Textbook: Fitness Professional's Handbook - 7th Edition (2017). Author: Edward Howley and Dixie Thompson. Publisher: Human Kinetics. ISBN - 13: 9781492523376.

Additionally, ancillary readings (lecture notes, review articles, research articles, handouts, etc.) will be listed in respective reading assignments throughout the course.

Other Materials: You must have a reliable calculator.

COURSE STRUCTURE:

You will find that this class is very similar to a traditional on-campus class in that it will consist of textbook readings, review of research literature, discussions, written assignments, and exams. In contrast to a traditional on-campus class, assignments in this course can be completed **asynchronously**. In other words, there will be no scheduled meeting times in this class. You may access course content and complete assignments at your convenience, **though you still must meet assignment and testing deadlines**.

The content of this course is organized into **five (5) weeks**. In general, for each week there will be assigned text readings and presentation of content (related to the text readings) in the form of power point slides, text and/or articles. The textbook readings and the content pages may overlap, but there is also much information presented in the textbook that I do not present online, and vice versa. **Therefore, it is important that you read and study the concepts presented both in the online content pages and in the textbook.**

GENERAL INFORMATION:

Course Outline: **Very important information is provided in Canvas.** You will find information about assigned readings, assignments and other important information. In short, Canvas is a major hub for accessing course information. Please familiarize yourself with this hub at the beginning of the course; you will use it a lot throughout the course.

Canvas: It will be used in this class as a means to help you prepare for this online class. Important class resources, including the syllabus, lecture notes, grades, announcements, external links, assigned readings, study guides, and other assignments or materials will be distributed through this site. You should consult it frequently. Please check your patriots e-mail account as this is where the instructor will send all announcements to.

NOTE: **Mozilla Firefox** is the recommended browser for Canvas (URL: <http://www.mozilla.org/en-US/firefox/new/>)

Discussions: Online discussions and/or conferences are an essential component of this course. To do well in the course, you must participate regularly and insightfully in the online discussions. **To stay abreast of discussions, I strongly recommend that you check the discussion forums at least three times each week and preferably every day.** Participation in discussions is so important that you **will receive points toward your course grade based on the quantity, and especially the quality, of your participation.** More information related to online discussions, including details of grading of participation, is presented later in this syllabus.

Assignments: With possible exceptions, assignments requiring student responses in one form or another will be accessible in the Assignments area in the course (*i.e.*, accessible via the Assignments link). In this area, you have access to my detailed description of, and instructions for, each assignment, including the specific required activity and product, and access to an area for you to submit comments or final products (if the assignment calls for this). This area allows you to post information directly, much like in a discussion forum, or to upload (copy) products as attachments.

COURSE REQUIREMENTS AND EVALUATIONS:

Some modifications may be necessary due to time, facility, and /or equipment constraints.

Exams: There are two (2) major exams this semester (***the mid-term and the final***). **The final exam will be cumulative (i.e., comprehensive).** The exams will consist of material covered in the content areas, power point slides, textbook readings, supplemental readings, research articles, and discussions. Questions on the exams will be subjective (*i.e.*, ***short essay = at least three or four paragraphs long; and/or long essay = more than five paragraphs***).

Assignments: Each unit has several assignments. Some of these assignments will be written assignments (*i.e.*, essay-type questions) in/or to be uploaded to Canvas and some will be discussion board posts. The details regarding completion and submission of these assignments will be given ahead of time. I am particular regarding formatting of assignments; therefore, it is in your best interest to read the formatting and submission guidelines carefully and to complete your assignments accordingly. **All work turned in will be graded with rigor appropriate for senior level standing.**

Discussion Board Activity: Due to the online nature of the course, interaction with students and the instructor will occur through the discussion board. The discussion board will be used to allow you to demonstrate your comprehension of the course material and your ability to communicate that comprehension through writing. Throughout the semester, you will be required to respond to questions about the reading assignments, lectures, homework assignments, or current topics in training methods. It is expected that you will read others' posts and think critically and logically about the question before offering your insights or thoughts. Your posts and responses should have a logical flow, be free of grammatical and spelling errors, and should cite your sources properly where needed. Finally, all posts and responses should further the discussion or add clarity to the discussion. Your posts should be made in a timely manner, so that others may respond and continue the discussion. Your responses will be graded on the basis of the quantity and "**quality**" of your participation.

When posting to the discussion board, please follow these additional guidelines:

- You are expected to complete the reading assignments *prior* to participation in discussions, unless the assignment states otherwise.
- Please do not repeat others' posts or respond with one-phrase "I agree" or "thanks" posts on the discussion board. Since download speeds vary among students in the class, these types of messages can be time-wasting and frustrating. Please use the e-mail feature in the communications tab if you wish to convey these messages.
- Use the Module forums for discussion of questions or issues related to that Module. Use the general questions forum for other questions related to the course (navigation, location of particular items, etc.) or other sports nutrition topics, in general.
- Students should post and respond to discussions in a respectful, professional manner. Please do not ridicule others on the discussion board. The instructor reserves the right to remove any posts that are offensive or that do not pertain to the subject being discussed. "Netiquette" is an emerging concept of social conventions for communicating on-line. Check out <http://www.albion.com/netiquette> for the do's and don'ts of on-line communication.
- Please type your comments directly into the discussion thread window. Do not attach your responses as documents. This makes following a discussion much more difficult. Please save the attachment option for truly lengthy items (as PDF only), reference material, or items (*e.g.*, JPEG images) that cannot be pasted into the discussion post itself. Please only attach appropriate materials.
- The instructor reserves the right to remove any posts that are offensive or that do not pertain to the subject being discussed.

Policy regarding late submission of an assignment: No assignments and/or discussion posts will be accepted past their deadlines. Since completion of some assignments in this course depend on the completion of previous assignments (*e.g.*, discussion posts), it is imperative that you submit your assignments on time.

Note very carefully: I am a stickler regarding completing and submitting assignments as instructed, so please pay close attention to assignment instructions. **Doing exactly what is instructed for a given assignment will greatly improve your chances of getting a good grade on the assignment.** Close attention should also be paid to the method of submitting completed assignments. Different assignments will be submitted in different ways, including uploading (copying a file) in the Assignments area of the course, posting in a designated forum on the discussion board, and sending as an email attachment. Be sure to submit each completed assignment according to that assignment's instructions.

Proctoring: The exams (i.e., midterm and final) in this online course will be proctored using ProctorU. Beyond the cost of initial equipment needed (e.g., a camera for your computer), there will not be any additional cost for proctoring.

You will need to create a [ProctorU account](#) and install the ProctorU extension before attempting any assessments. To create a ProctorU account, follow the ProctorU tool within Canvas. Please make sure you are using the current version of Chrome or Firefox and download the ProctorU extension available at <http://bit.ly/proctorochrome> or <https://www.proctoru.com/firefox>.

In order to use ProctorU, you will need the following:

- High-speed Internet connection
- Webcam (internal or external)
- Windows, Mac, or Chrome Operating System
- The Guardian Secure Browser installed
- Valid photo ID
- Quiet environment to take your assessment

Note: When using ProctorU, your activities are recorded while you are logged into or taking your exams. The recordings serve as a proctor and will be reviewed and used in an effort to maintain academic integrity.

Time Requirements: Successful on-line learning is highly student-initiated. Because of the format of the course, the student will be required to exercise initiative and diligence in completing the course. In general, you should expect to spend a similar amount of time completing the requirements of this online course as you would spend on the same course taught in the traditional classroom format. An advantage of the online format is that the lecture material is there for you to review whenever you want. In an online course, more time must be devoted to participation in discussions than is traditionally spent in classroom discussions. Time for completion of assignments, readings and other materials, reviewing for comprehension, and preparing for exams should be similar in this online course as in any other course. As a rough guide, you should plan to spend approximately 20 - 25 hours per week on this course. The actual amount of time required will, of course, vary from one person to another. It is absolutely essential that you not fall behind.

Although this is an asynchronous course, this is not an individually paced course. Access to course materials, assigned discussions, assignments, exams, and the like will follow a schedule spread out over the semester (similar to a class in the traditional format). There will be set dates for exams and deadlines by which you must complete all unit assignments. **You may access CANVAS (under announcements) for deadlines.**

Missing time during the course: Distance learning courses generally require more time than students typically experience in a traditional face-to-face lecture course. It is recognized that many of the students in this class have responsibilities outside of class that require time, as well. If you encounter any unforeseen circumstances (family emergency, jury duty, etc.) that greatly compromise your coursework, contact the instructor immediately. Alternatives for missed time may be arranged at the discretion of the instructor.

Note: *Vacation time does not count as an excused "absence". Please plan your vacations around assignment due dates or submit your assignments early.*

COURSE EXPECTATIONS:

- 1) Participate and complete all class activities and learning tasks.
- 2) Barring an act or force of nature (the University being officially closed), assignments and exams will be given at the time and date indicated in the syllabus. Only for extremely extenuating circumstances and only with the prior approval of the instructor will a student be allowed to make up an examination that is missed.
- 3) Pay close attention to assignment instructions and deadlines. Doing exactly what is instructed for a given assignment will greatly improve your chances of getting a good grade. Be sure to work on each assignment BEFORE the due date, not ON the due date. As you are given ample time to complete each assignment, past-due assignments will not be accepted, no exceptions!

Announcements: I will post announcements frequently during the semester. You will be able to see these announcements on your course portal page. Please check these frequently so you do not miss any important information.

E-mail communication / feedback from me to you: Professors are required to use your Patriots account e-mail address for e-mail correspondence. Therefore, any e-mail message originating from me will be sent to your Patriots account. *The instructor will not send and/or reply any e-mails to private accounts such as yahoo, Gmail, Hotmail, etc.* You may want to set up your personal e-mail account so that it pushes your Patriots account e-mail to your personal inbox.

Due to teaching and research loads and the size of this class, it may take me a day or two to respond to e-mail; however, I will make every effort to respond to e-mail on the same day. *Please note that emails received on the weekends (late Friday through early Monday) will generally be responded to on the following Monday.* I realize feedback on your work is very important and I will strive to give timely feedback on all assignments. You should expect feedback on discussion board posts within a week and feedback on papers and exams within 1 - 2 weeks (I will notify you if I expect feedback to take a little longer for a particular assessment).

E-mail communication from you to me: In all e-mail correspondence, you must 1) use your Patriot email account instead of a personal email (or it will end up in spam/junk emails). 2) Include the course name in the subject line (e.g., "KINE 4304 question" or "KINE 4304 assignment"). Please do not send me an e-mail with "class question" in the subject line - I'm teaching many classes this semester and I don't have time to try to find out which class you are asking about. 3) Use salutation and my professional credential (i.e., Dr. Arce-Esquivel). 4) Please note that I do not respond to emails between Friday late afternoon till Monday morning. Fail to follow these instructions may delay the response time.

Netiquette Guide: "Netiquette" is network etiquette, the do's and don'ts of online communication. Netiquette covers both common courtesy online and informal "rules of the road" of cyberspace. Review and familiarize yourself with the guidelines provided. (URL: <http://www.learnthenet.com/learn-about/netiquette/index.php>)

Make-up: Only for university-approved absences (flat tires, vacations, oversleeping, etc. are NOT valid university-approved absences). Unless you contact the professor ahead of time, late assignments will be penalized 50%. After one-week, late work will not be accepted at all and a **zero** will be given for that grade. Contact the professor before the due date if you will be unable to complete it and want to avoid a penalty. *Please do not email the professor group activities, assignments and/or projects unless otherwise asked to. A missed exam without a prior excuse receives an automatic zero. An excused, missed exam must be taken before the next class (arrange with professor).*

Copyright: All handouts used in this course, including those delivered via Canvas, are copyrighted. The term "handouts" refers to all materials generated for this class, which include but are not limited to syllabi, quizzes, exams, PowerPoint slides, outlines, lab problems, in-class materials, review sheets, and additional problem sets. Because these materials are copyrighted, you do not have the right to copy the handouts, unless I expressly grant permission.

Library services: UT Tyler's Muntz Library may be accessed via <http://library.uttyler.edu/>. A link to the Muntz Library is also available on UT Tyler's Home Page (www.uttyler.edu).

Technical support: Since I am unable to offer technical assistance, do not contact me if you have technical difficulties. Instead, contact CANVAS which provides technical support for this course. Information about technical support is available from the CANVAS global menu (Help).

UT Tyler's IT Support department provides technical support for this online course. Information about technical support for Canvas and this online course is available on your Canvas login page (<http://www.uttyler.edu/canvas/index.php>). ***You are welcome to inform me if you have technical difficulties, but I will not likely be able to assist with such difficulties.***

Quality of work: All written work, including exams and assignments, must be written legibly or typed according to the assignment instructions. ***All work turned in will be graded with rigor appropriate for senior level standing.***

EVALUATION: Total 300 points

Assignments / Projects / Discussion boards	140 points (46.67%)
Mid-term Exam	80 points (26.67%)
Final Exam (<i>i.e., comprehensive</i>)	80 points (26.67%)

TOTAL 300 points (100%)

Grading will be based on the following modified scale:

- A** = 270 - 300 points (90 - 100%)
- B** = 240 - 269.97 points (80 - 89.99%)
- C** = 210 - 239.97 points (70 - 79.99%)
- D** = 180 - 209.97 points (60 - 69.99%)
- F** = ≤ 179.97 points (≤ 59.99%)

Points may be obtained by completing the assignments, taking the exams, and participating in the discussion of each topic. There will be no extra credit opportunities given in this class. Please do not ask for any.

Getting help: If you find yourself struggling in the class (especially if you fail an exam or any quizzes), you should meet with me as soon as possible so that we can determine what steps you need to take to succeed in the class.

IMPORTANT DATES:

- Monday, July 8th: Classes begin
 - Thursday, July 11th: Census Date
 - Tuesday, July 23rd: Midterm Exam**
 - Tuesday, July 30th: Last day to drop course with "W"
 - Friday, August 9th: Final Exam**
 - Saturday, August 10th: End of Summer II Session
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COURSE CONTENT - SUMMER II 2024: (some changes could be made during the semester):

The following is a tentative schedule for the timeframe these areas will be covered

Week 1: (July 8 - July 12)

- Chapter 1: Health, Fitness, and Performance
- Chapter 2: Health Appraisal
- Readings: ACSM, AHA, and U.S. Surgeon General's Report

Week 2: (July 15 - July 19)

- Selected sections of Chapters 7, 8, 9, and 10: Assessment of Cardiorespiratory Fitness, Body Composition, Muscular Fitness and Flexibility
- Selected sections of Chapter 6: Energy Cost of Physical Activity, and ACSM equations for estimating VO₂ during exercise - Reading Assignments

Week 3: (July 22 - July 26)

- Selected sections of Chapter 6: Energy Cost of Physical Activity, and ACSM equations for estimating VO₂ during exercise

Midterm Exam: Tuesday, July 23rd

Chapter 11: Exercise Prescription for Cardiorespiratory Fitness

Chapter 12: Exercise Prescription for Weight Management, and Chapter 13: Exercise Prescription for Muscular Fitness - Reading Assignments

Week 4: (July 29 - August 2)

Chapter 12: Exercise Prescription for Weight Management, and Chapter 13: Exercise Prescription for Muscular Fitness

Selected sections of Chapter 24: Mindful Exercise for Fitness Professionals

Selected sections of Chapters 15, 16, 17, 18, and 19: Exercise for Special Considerations

Case Study - Reading Assignment

Week 5: (August 5 - August 9)

Scenario/Case Study - Reading Assignment

Selected sections of Chapters 15, 16, 17, 18, and 19: Exercise for Special Considerations

Final Exam: Friday, August 9th

Tentative Course Schedule: (some changes could be made during the semester) - July 8th to August 9th

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 1	⁸ Introduction - Syllabus	⁹	¹⁰	¹¹ Discussion I	¹² Assignment I	¹³
Week 2	¹⁵	¹⁶	¹⁷ Discussion II	¹⁸	¹⁹ Assignment II	²⁰
Week 3	²²	²³ Midterm Exam	²⁴	²⁵	²⁶ Assignment III	²⁷
Week 4	²⁹	³⁰	³¹ Assignment IV	¹	² Assignment V	³
Week 5	⁵	⁶ Assignment VI	⁷	⁸ Assignment VIII	⁹ Final Exam	¹⁰

I RESERVE THE RIGHT TO MODIFY THIS SYLLABUS AT ANY TIME. THEREFORE, YOUR ATTENDANCE AND ATTENTION TO THE ANNOUNCEMENTS IN CANVAS ARE CRUCIAL BECAUSE IT WILL ASSIST YOU REMAIN CURRENT ON THE MATERIAL AND KNOW WHEN THE SYLLABUS MAY BE MODIFIED.

I embrace honor and integrity. Therefore, I choose not to lie, cheat, or steal, nor to accept the actions of those who do (The UT Tyler Honor Code).

SELECTED UT TYLER STUDENT POLICIES

(From the *Handbook of Operating Procedures* and the UT Tyler Website)

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at

<http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (For Fall, the Census Date is Sept. 12.) Grade Replacement Contracts are available in the Enrollment Services Center or at

<http://www.uttyler.edu/registrar>

Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Student Accessibility and Resources

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The **Student Accessibility and Resources (SAR)** office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.

iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by SafeAssign™, available on Canvas.

UT Tyler Resources for Students

- UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu
- UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254) www.uttyler.edu/counseling