



COURSE OVERVIEW AND RULES—Term 2 with Professor Simpson

1. Course Description- Term 2 with Professor Simpson

This course surveys contemporary world politics and examines contending theories used by scholars and policymakers to make sense of international affairs. It also provides the conceptual **tolls** and theories to interpret the international system.

<http://www.westerncalendar.uwo.ca/2011/pg1307.html#38233>

2. Course Evaluation: Term 1 and Term 2 (exactly the same) except Term 2 has ‘bonus points’

Participation in Tutorials	Term 1: 5%	Term 2: 5%	Total participation: 10%
Essays:	Terms 1: 20%	Term 2: 20%	Total essays: 40%
Exams:	December exam: 25%	April exam: 25%	Total exams: 50%
Bonus Points:	Term 1: 0%	Term 2: 1-5%	Total bonus: 2.5%

3. Similarities and Differences between Term 1 & 2:

All regulations and rules that are exactly the same as Term 1 are included in this course outline (using Professor Narain’s original 10 pt Times Roman type). All new information in this course outline is included in 12 pt. type. During the first class, we will overview the new information in 12 pt, not in 10 pt. typesize.

If you missed the first class in term 1 and/or the first class in term 2, you are responsible for reviewing the entire course outline on your own. It is your responsibility to review sections you may have forgotten or initially misunderstood in Term 1--and to meet with your TA or professor Simpson if you need further clarification.

4. Changes to Course Outlines:

Due to certain circumstances and/or situations, changes to course outlines and other course documents are necessary. In such cases, you will be informed through all available channels of communication as soon as possible

5. Lectures

Wednesdays: 10:30 am – 12:30 pm, University College 224

6. Professor in Term : Assistant Professor Nigmendra Narain (Term 1)

Office: SSC 4149
Tel: 519-661-2111 ext. 85108
Cell/text: 519-860-3290
Email: nnarain@uwo.ca

Office hours:

Term 1 – Wednesdays 1:00 pm – 2:30 pm; Thursdays 2:00 pm – 3:30pm
Term 2 – By appointment

7. Professor in Term 2: Associate Professor Erika Simpson (Term 2)

Office: SSC 4157, Social Science Building

UWO Tel: 519-661-2111 ext. 85156 for voice mail messages.

Cell/text: 519-520-3630 for emergency use; all my telephones accept voice mail, not texting

Email: Simpson@uwo.ca

Office hours:

Term 1 – by appointment

Term 2 - Wednesdays 1:00 pm – 2:30 pm; Thursdays 2:00 pm – 3:30pm

8. Tutorials and Tutorial Assistants

Tutorial times were listed on the class OWL site and you must attend the tutorial in which you are already enrolled, except in exceptional circumstances, and with Professor Simpson's written permission, and possibly with both TAs permission as well.

The email addresses and office hours of the 'IR Team' are scheduled as follows:

- Bjornar Egede-Nissan begedeni@uwo.ca Monday-1:30-2:30 and Tuesday-2:30-3:30
- Carla Sherman csherma7@uwo.ca Tuesday-2:30-3:30 and Wednesday-1:30-2:30
- Michael Carfagnini mcarfagn@uwo.ca Tuesday-10:30-11:30 and Wednesday-1:30-2:30
- Shakir Chambers schamb7@uwo.ca Monday-12:30-1:30 and Wednesday-2:30-3:30

9. Contacting the Tutorial Assistants by Email and in person:

Generally the TAs and I (hereafter the 'IR Team') respond to emails within 2 business working days so if you do not hear back from us, resend your message and attachment with a subject heading that identifies you as a student in this class. For example (e.g.) a subject heading that works would be: 'urgent message from Joe Smith in IR2231E and in your Tuesday tutorial'. A message that may not be read would be 'Happy new year!' so write your subject heading before you write your email so you don't forget to change it.

If you write from a non-UWO account (e.g hotmail or sympatico) your email will probably be blocked from reaching us. Most importantly, the TAs and I are not permitted by the University Registrar's office to write you at a non-UWO account without ensuring that the original email and entire exchange of emails must be sent to your UWO account. Save each of us valuable time by using your UWO mail account when you email us! We will write you back from a UWO account, and each of us is required to retain a copy of all email correspondence for one year, until April 2013 (but servers back up forever!).

The TAs offices in Term 1 are listed on WEBCT and will be confirmed on WEBCT later this term.

10. Important Notices Concerning Pre-Requisites and Anti-Requisites

- You are responsible for ensuring that you have successfully completed all course prerequisites, and that you have not taken an antirequisite course. Lack of prerequisites may not be used as a basis for an appeal. If you are found to be ineligible for a course, you may be removed from it at any time and you will receive no adjustment to your fees. This decision cannot be appealed. If you find that you do not have the course prerequisites, it is in your best interest to drop the course well before the end of the add/drop period. Your prompt attention to this matter will not only help protect your academic record, but will ensure that spaces become available for students who require the course in question for graduation.” – Office of the Dean, Faculty of Social Science
- Antirequisites: Political Science 231E; International Relations 210E; Political Science 2231E; International Relations 2701E
- Prerequisites: Political Science 020E or 1020E
- "Students are responsible for ensuring that their selection of courses is appropriate and accurately recorded, that all course prerequisites have been successfully completed, and that they are aware of any antirequisite course(s) that they have taken. If the student does not have the requisites for a course, and does not have written special permission from his or her Dean to enroll in the course, the University reserves the right to cancel the student's registration in the course. [The University may also choose not to adjust your fees, such as not providing you a refund for the course.] This decision may not be appealed." – University of Western Ontario Academic Calendar

11. Stay In Touch, Informed & Up-to-Date

- a) OWL WEBCT site – check it often!
 - You will be added automatically to the Politics 2231E 001 OWL WEBCT site
 - To access it: go to <http://owl.uwo.ca> > click on the University of Western Ontario link > login using your username (the first part of your email name – e.g. “nustoodunt” from “nustoodunt@uwo.ca”) and your password (e.g. \$4u2kN0w*)
 - Course materials will be posted there, including grades, course outlines, assignment deadlines, tutorial hours, etc.
 - This is a closed web-site, and only students registered in Politics 2231E 001 will have access
 - Note: OWL email can only be accessed when one accesses the OWL site; please email us using your UWO account and not your OWL email account
- b) Communication
 - Do not auto-forward your UWO email to your Hotmail, Yahoo, Sympatico, Canada.com, Gmail, etc. – you may miss important emails, reminders, notices, and warning because due to auto-forwarding bouncing emails
 - **We – including the TAs – MAY also choose NOT to respond, or be UNABLE to respond, to non-UWO emails – you may be given a warning the first time, and after that, you may find you get no response. UWO server may block, flag or trash your Hotmail, Yahoo, etc., email as spam**
 - Check your email at least once a day, and use your other accounts for personal stuff
 - Drop in during our office hours or contact us by email, etc.
 - Certain topics, such as grades, should be discussed in person and not via email
 - Certain communication mediums, such as Facebook, MySpace, Bebo, are NOT appropriate for class-related communications; while other communication mediums should be used sparingly and carefully
 - Generally, we will save all emails, chats, etc., and record conversation times & details, and archive them for future reference pertaining to the course
 - Occasionally, due to privacy concerns, we may have change the location of our meetings, not discuss certain matters, or ask you to see us privately in our offices

12. Important General Overview of Course Content and Required Readings

The course is organized into two 13-week terms. During Term 1, Professor Narain assigned readings from Jill Steans, Lloyd Pettiford, Thomas Diez, Imad El-Anis, *An*

Introduction to International Relations Theory, 3rd edition (Nelson), 2010, referred to herein as **IR Theory**. He also assigned various other readings for the tutorials that were placed on WEBCT.

The Required Readings for the lectures and tutorials rely on one textbook so all the required readings are in Joshua S. Goldstein, Jon C. Pevehouse, Sandra Whitworth, *International Relations*, 2nd Canadian edition, (Nelson), 2008, referred to below as **IR**.

The general themes of Term 1's lectures and tutorials are listed below. This chart is constructed according to Professor Simpson's understanding, in January 2012, of what Professor Narain covered in Term 1. The tutorials discussed a wide range of questions so in consultation with the TAs, I have listed one 'sample' tutorial question.

Important: This chart may be incorrect and is included herein for illustrative purposes, so that you can understand the important Chart regarding Term 2.

13. Themes and Readings in Term 1: 'Chart 1'

Date	Session	Topic	Reading	Typical Ex. Of Tutorial Question
September 14	Class 1	Overview (terms 1 & 2)	No readings	No tutorials
September 21	Class 2	Essays #1 & #2 and Introduction to the Study of IR	IR Theory 1-23, and 231-249	What are some important "global" political issues?
September 28	Class 3	Realism I: Classical realism	IR Theory, 53-74	Essay Help
October 5	Class 4	Realism II: Neo-realism	IR Theory, 53-74	Does the US have interests at stake in the Latin American drug wars and the Iraq War?
October 12	Class 5	Neo-Liberalism (Liberalism)	IR Theory, 23-53	Are International Organizations necessary for and/or effective in managing global problems?
October 19	Class 6	English School & Constructivism	IR Theory, 183-205	Are only democratic states responsible enough to have nuclear weapons?
October 26	Class 7	Marxism (Dependency & World Systems Theories)	IR Theory, 75-103	Is China colonizing Africa?
November	Class 8	Marxism II	IR	Does the World

2		(Critical Theory)	Theory, 103-129	Bank pursue neoliberal development to maintain Western capitalist hegemony?
November 9	Class 9	Feminism	IR Theory, 155-183	Why is sexual violence used as a tactic in wars, and what should be done about it?
November 16	Class 10	Post-modernism & Post-colonialism	IR Theory, 129-155	Is Canada a post-colonial state whose policies, fortunes and identity are dependent on the US and Britain before?
November 23	Class 11	Green Approaches (not entirely covered this term)	IR Theory, 205-231	Should states recognize "environmental refugees" as a refugee category?
November 30	Class 12	Applying the Theories: Contending Explanations of Issues in IR	No readings	What are some big global issues you foresee for 2012? What should be done to address them?
December 7	Class 13	Review	No readings	No tutorials

Term 1 is officially over so the Topics, Readings and Tutorial Questions will not be tested in Term 2's final exam. The textbook from Term 1 (IR Theory) is also 'supplementary', and not a 'required' reading in Term 2.

14. The Topics and Readings of Term 2's lectures and tutorials are listed below.

The Tutorials will discuss a range of questions but due to space constraints, I have listed one 'sample' tutorial question.

Important: The dates and topics of the following chart may be changed depending on guest lecturers' schedules, illnesses, and unforeseen events. The chart is included for illustrative purposes only and may be updated on WEBCT as the term unfolds....

Date	Session	Topic	Reading	Sample Tutorial questions
January 11	Class 1	Course overview and Power (balances, middle/great powers)	IR 49-76	No tutorials
January 18	Class 2	Game theory, 'rationality' and the Cuban missile crisis (CMC)	IR, 49-76, and on the CMC, 12, 36, 144, 275 and game theory, 60	What can games teach us about IR? How should I prep for the Cuban missile crisis roleplay?
January 25	Class 3	Crisis Decision-Making, Foreign Policy Making & Instruments of Foreign Policy	Your roleplay WEBCT info and IR, 129-157	Cuban missile crisis roleplay Bonus pt #1
February 1	Class 4	International Conflict, Militaries, Use of Force & Terrorism	IR, 158-239	What beliefs can fuel/quell conflict? How can we prevent terrorism?
February 8	Class 5	International Law & Organizations (e.g. NATO, UN)	IR 240-301	How can we support IOs, like UN? What UN resolutions does your country propose?
February 15	Class 6	2-hour UN Simulation (Bonus pt #2)	WEBCT info on your country and review IR 251-275	#2 Essay Help
February 22	Reading Week	Simpson holds office hours for essay help	Write your essays and take a break	TAs also hold office hours for essay help
February 29	Class 7	International Law, Nuclear Proliferation & Arms Control	Review IR 275-277, 208-225	More Essay Writing Guidelines and Essay Help
March 7	Class 8	Essay Due! Human Rights, Genocide and Guest lecture Mark	Review IR, 277-301 and on North Korea, IR 36, 41,	North Korea Nuclear Crisis Bonus pt. #3

		Konrad (TBC): bonus point #4 for attendance & brief summary	220, 228 (the date of this lecture to be confirmed due to Whiteside visit below)	
March 14	Class 9	NATO's Atlantic Council Secretary from Brussels or Dr. Dorn from the CFC in TO on UN Peacekeeping in Haiti, East Timor, Africa: bonus pt. #5 for attendance & brief summary	Ted Whiteside/ or Walter Dorn information will be on the exam: so bonus pt. #5 for attendance and brief summary—the date of this lecture may be changed to March 7 or earlier	Should countries trade with Cuba and/or China? What about global NATO/ peacekeeping?
March 21	Class 10	North-South Issues, Development & Development Assistance	IR 414-435, 452-499	How could genocide be prevented and disaster relief improved?
March 28	Class 11	Environmental Problems (e.g. nuclear waste, oil spills, water wars, resource conflict, climate change)	IR, 500-527 IR Theory, 205-230	Global Jeopardy Game on how to save the environment and slow global warming
March 28	Class 12	Course Evaluation? Population Growth, Population Growth Pressures, Migration and Refugee policies	IR 528-541 IR, 229	What are the challenges of mounting population pressures? Refugee Panels & last tutorials
April 4	Class 13	Exam Study Guide & Essays Returned		No tutorials

15. How Can You Earn ‘Bonus Points’?

Bonus points are designed to reward participation; enhance the class’s activities; and increase high-quality attendance. Bonus points will be added to your final grade in Term 2, not Term 1 so you can increase your mark in Term 2 by 1-5%. Therefore you could increase your overall mark in both terms by 1-2.5%. {Complicated aside: Since UWO’s Marks Management System rounds ‘up’ rather than down and we program the 49%, 59%, 69%, 79%, 89% marks to round up, you can earn up to 3% higher}.

Bonus marks are earned through participation in:

- 1) the Cuban Missile Crisis simulation = 1 bonus point for speaking in your ‘role’ during your tutorial’s simulation.** No matter how long your spoken contribution lasts, the TA will award you one bonus point for somehow contributing on your role’s behalf. Speaking publicly may require some advance preparation for your particular role, especially if you are assigned a prominent role, like Kennedy, Diefenbaker or Khrushchev but in most cases, you should be able to earn this bonus point simply by reading the ‘individualized’ materials for your role and speaking up at least once.
- 2) the United Nations simulation = 1 bonus point for showing up to play your assigned/requested country.** Although you may not get an opportunity to speak as there are 200 countries and 200 students and 1 microphone, you will earn an extra 1% bonus point for showing up and voting on UN Resolutions. Although just like at the UN, there will be absences due to illnesses and extenuating circumstances, you cannot ‘make up’ for losing this or any other bonus points.
- 3) North Korea Nuclear Crisis simulation, so just as in the CMC simulation, you will earn 1 bonus point for speaking during this tutorial.** No matter how long your spoken contribution lasts, the TA will award you one bonus point for contributing, which may require some advance preparation for your particular role, especially if you are assigned a prominent role, like the leader of North Korea or a less prominent role, like a Brigadier-General who is threatening to lob a nuclear missile over Japan.
- 4) and 5) bonus points for attending one advertised guest lecture and writing a one-page summary of that guest lecture. Attendance will be taken so signatures are collected during the guest lecture itself, supervised by the TAs. Although there will be many faculty/staff/students attending from across campus, you must attend the guest lecture you write on plus you must submit in an email to your TA, a one-page written summary describing the actual content of the guest lecture. You can earn 1 bonus point for each guest lecture to a maximum of 2 bonus points.**

More Information on the Guest Lectures (To Be Announced: TBA or To Be Confirmed (TBC):

The guest lecturers this term will be advertised and announced, once their schedules are clearer but as of January 9th, we have tentatively invited Mark Konrad, Global Importune (March 7th so the same day the essay is due) and if he can’t make it the Dean of Huron College Bill Danaher. We have invited and confirmed the visit of Ted Whiteside, the Secretary of the North Atlantic Council sometime in ‘late February or early March’ so at this time, he is scheduled for March 14. If Whiteside cannot make it, due to last-minute

NATO crisis, we have invited Dr. Walter Dorn from the Toronto Canadian Forces College to lecture on peacekeeping as he has been to Haiti, Lebanon, Cyprus, East Timor, etc. In short, **last-minute cancellations are expected due to their busy schedules (e.g. Defence Minister Peter McKay's schedule will not permit him to visit our class this term as of today)** so all this means: **Professor Simpson will email you with announcements of changes to the class schedule that affect bonus points.**

In addition to attending at least one advertised guest lecture to earn 1 bonus point, you must sign the attendance sheet and you must submit to your TA a one-page electronic summary of the content of the guest lecture, which you wrote yourself. It will not be marked but it will be 'scan read' and marked pass/fail when the TAs meet with me to figure out their tutorial marks. In short, you will not receive it back; you may choose not to write it (thus forfeiting this mark); and the content will be graded P/F.

To summarize the Bonus Points information, you can earn up to 5 'bonus points' that are added to your final mark in Term 2. This means that you can easily raise your Final Mark for both terms by 2.5% simply by earning 'easy' bonus points. To give one example, let's say you earned a final mark in Terms 1 & 2 of 78% based on both term's exams and written essays—that mark is easily upped by earning 5 full bonus points to 80.5% . Then the University's Marks Management program automatically rounds your mark up to a final mark of 81% Similarly, if you earn a final mark of 48% based on both term's exams and written essays—that mark is easily upped by earning 1 bonus point for attending the UN simulation. Then the University's Marks Management program rounds your 49% to 50% so you pass.

In short, these 5 activities will provide you with lots of opportunities to increase your final mark in this class and make International Relations 2231E a more enjoyable and worthwhile experience for all of us.

16. Term 2 Essay Questions

The Term 2 essay is worth 20% and is due at the beginning of the lecture, Wednesday March 7th.

Procedure:

- ✓ Choose from among the 12 'boxes' below ONE or more questions. You cannot combine questions from different 'boxes'. It is up to you whether you want to tackle one question in one box or two or more questions in each box. You will not necessarily earn a higher mark for answering 2 or more questions in each box.
- ✓ If you do not know yet which of the basic concepts in boxes #1-12 below interest you and which you would like to write your essay on, you could consult the relevant readings in the IR textbook. Each concept is elaborated upon in one or more lectures and in the required readings in the order that the concepts are presented below.
- ✓ In terms of research, begin by examining the IR textbook's footnotes for some guidance on building your essay's Bibliography or Works Cited page.
- ✓ You can also consult with a TA on how to narrow down or enlarge your essay topic. But TAs are not permitted to read essay 'drafts'. They may read paragraphs that outline your proposed paper, but not essay drafts--otherwise the TAs would

have to read everybody's drafts so as to be fair to all the students in the class.

- ✓ The IR Team will hold office hours during Reading Week and at least two tutorials will be devoted to providing Essay Help. We suggest choosing a 'box' by February 15th or earlier and attending the following tutorials:

17. Essay Help

February 15	Class 6	2-hour UN Simulation (Bonus pt #2)	WEBCT info on your country and review IR 251-275	#2 Essay Help
February 22	Reading Week	Simpson holds office hours for essay help	Write your essays and take a break	TAs also hold office hours for essay help
February 29 Reading Week	Class 7	International Law, Nuclear Proliferation & Arms Control	Review IR 275-277, 208-225	More Essay Writing Guidelines and Essay Help (no essay help on weekends will be available)

18. Term 2 Essay Questions

	Concepts:	Essay Questions: Choose 1 or more from ONE Box
1.	Power, Balances of Power and Small/Middle/Great Powers	How useful has the concept of power and/or balances of power been in studying international relations? OR How useful have power-related concepts, like 'great/middle/small powers' been for understanding IR?
2.	Game Theory & Rationality	How are concepts from game theory and/or rationality used for understanding international crisis decision-making?
3.	Crisis Decision-Making, Foreign Policy Making & Instruments of Foreign Policy	How were crises solved and/or wars fought in the last century and how did this differ from centuries' past? OR What instruments of foreign policy could prevent the proliferation of small arms and light weapons (SALW)?
4.	International Conflict, Militaries, Use of Force & Terrorism	What has been done to prevent international conflict and/or nuclear proliferation? OR What has been done to prevent chemical and/or biological weapons proliferation?
5.	International Law & Organizations (e.g. NATO)	Why did the US choose not to ratify the International Criminal Court (ICC) treaty and/or the Comprehensive Test Ban Treaty (CTBT)? What are the advantages & disadvantages of NATO expansion?
6.	The United Nations and Peacekeeping	What have been some of the institutional strengths and weaknesses of the UN and what UN reforms have been suggested? OR Why is UN peacekeeping in decline and what can be done to strengthen the UN's peace support operations?
7.	International Law, Nuclear Proliferation & Arms Control	What are the advantages & disadvantages of resorting to international law? OR Why are nuclear weapons proliferating and what can be done to strengthen nuclear arms control?
8.	Human Rights & Genocide	To what extent have the tensions between state autonomy and universal rights been reconciled, using which instruments of foreign policy?
9.	NATO or Peacekeeping	What are the advantages & disadvantages of NATO expansion? OR Why is UN peacekeeping in decline and what can be done to strengthen the UN's peace support operations?
10.	North-South Issues & Development Assistance	What proposals have been suggested to encourage North-South 'development' and why have they been inadequate?
11.	Environmental Problems	What international negotiations have been successfully negotiated to help prevent environmental degradation and why have international efforts to control global warming been inadequate?

12	Population Growth, Migration & Refugees	What are some population growth and/or immigration & refugee policies around the world and what role do such policies play in spreading international conflict and global inequality?
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19. Guidelines for Essays in Term 2:

Read these again carefully, and well before the Essay is Due. The IR Team will review them during the tutorials. The essay and your Turnitin Report is due at the beginning of class on March 7th

1. Essay Length:

Each essay is expected to be a minimum of 8 pages to a maximum of 10 pp. long including the footnotes or endnotes, but not including the Title Page, Bibliography or Works Cited pages. The essay must be double-spaced with 1 inch or 1.5 inch margins. You must use 12 pt. font for the text and 10 pt. font for the footnotes or endnotes. You may use any font (e.g. Times Roman or Arial) that you prefer.

To clarify some issues regarding page length versus word count. You should calculate there are approximately 250-300 words per page, and you should use the Word-count function on your computer. As during Term 1, Turnitin will generate a word-count which may be consulted to check if you are under or over the limit. The word-count used by Turnitin uses a complete word-for-word count of the paper, and therefore does not drop or eliminate anything. (The Word count in other word processing programs, like MS Word may exclude initial articles such as: 'an', 'a' and 'the').

For example, 8 pages X 250 words per page = 2000 words, so 2000 words is the minimum length expected. You could cram 300 or more words onto a page, including the footnotes, so 8 pp. X 300 words per page including the footnotes = 2400 words. The essay needs to be a maximum of 10 pp. X 250 words = 2500 words. But you could aim for 10 pp. X 300 words = 3000 words. We allow for about 10% over 3000 words so 3300 words. In short, aim for a minimum of 2000 words and a maximum of 3000 words, including your footnotes/endnotes, and not including your Title Page, Bibliography or Works Cited. When you submit your essay to Turnitin, you don't need to submit the Title Page and/or Bibliography/Works Cited so as to keep your word count low. We will figure out if you are 10% under- or 10% over the limit ourselves. But your hard copy should definitely include all the requisite items for a hard-copy, namely the Title or Cover Page, the Main Body of the Essay itself; the Endnotes and/or Footnotes; and the Bibliography or Works Cited pages.

2. Works Cited versus Bibliography

In Political Science 1020E or in 2231E term 1, you may have had to abide by strict restrictions (e.g. you were not permitted to submit a Bibliography). But this term, you may use a Bibliography, listing all the works you consulted. Or you may submit Works Cited listing only the works you noted or footnoted.

3. Footnotes versus Endnotes?

In term 2, you can use footnotes or endnotes. Every style guide makes different yet **consistent** recommendations on this. If you plan to study political science next year and in future years, you need to learn how to consistently write and properly construct

footnotes or endnotes. The TAs will read and mark your endnotes/footnotes, marking them for consistency versus inconsistency.

4. Style?

This term, to help you learn how to write better papers, you may use any style, such as the APA, MLA or Chicago Style. This is an opportunity to try a new style and marks will not be taken off for using the MLA or Chicago styles, rather than the APA style. Marks will be taken off, however, if you do not use them correctly so you must consult any stylebook (new or used) to learn how to write your essays. You may use whatever style and whatever stylebook you like—the TAs will be trained this term by Professor Simpson to mark for consistency in style as part of their work toward completing graduate degrees.

20. Turnitin and Hard Copy Regulations

One ‘hard copy’ (on paper) of the essay must be handed to Professor Simpson at the beginning of class on the due date: Wednesday March 7 at 10:30 a.m. Do not submit your late essay to your TA! You may not email or fax me (or a TA) the hard copy of your paper, except in special extenuating circumstances, with written permission from Academic Counselling and/or Professor Simpson.

All students are required to submit, along with a hard copy of their essay, another hard copy of their essay’s Turnitin Report, which means the Turnitin ‘receipt’ and/or the Turnitin copy of the entire essay (the Turnitin receipt is sufficient). I will not accept your paper on the due date unless it has the Turnitin report attached to it—so please do not lose 25% late marks because you neglected to print up and attach the Turnitin report!

If you foresee having difficulty with using Turnitin, please see ITS and/or your Teaching Assistant well prior to the due date. Do not email Professor Simpson or your TA at the last minute for instructions as they will not be able to help you access the Turnitin site. Professor Simpson’s experiences with Turnitin indicate that it often closes down at the last minute; it often fails to accept a resubmitted paper; and it creates tremendous stress for students and professors. Please keep in mind that there are often technical problems with Turnitin, as well as WEBCT, so Professor Simpson may announce in class and/or by a different email program, different types of changes. For example, she may be forced to announce that Turnitin is inaccessible, not working, or WEBCT has collapsed. Those announcements may affect your ability to submit to Turnitin but cannot be grounds for an appeal or a change of marks in this course, etc

The IR Team will compare both versions (the hard copy and the Turnitin copy) to ensure they are exactly the same. Obviously students who plagiarize or buy papers they did not write themselves will automatically be assigned a final mark of 0% and their file will be forwarded to the Chair of the Political Science Department and/or the Dean. For more on the penalties surrounding plagiarism and purchasing of papers, see all the regulations below and in Term 1.

You are also responsible for retaining another hard-copy and electronic back-up copy of the Term 2 essay. I suggest that in case of fire or computer theft, you often email yourself drafts of your essay and the final copy. We will mark and return the hard-copy and/or electronic version of your essay with typewritten comments by Professor Simpson and

your TA attached to it. You are responsible for retaining the hard-copies of our comments in the event that you want to seek a reread, appeal your grade and/or want to discuss your final grade. We also keep electronic copies of all our typewritten commentary and emails for one year.

21. More Turnitin Information (and Information on Plagiarism and Purchasing Papers)

Submitting two different versions of the essay may result in a penalty or a zero being assigned to the essay at the Course Lecturer's and/or Coordinator's discretion. Note from <http://www.uwo.ca/univsec/handbook/exam/crsout.pdf>: "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 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 The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)."

Any attempt to submit a copy of your essay that is different from the printed copy you have submitted may result in 0% being assigned to the essay. Any essay not submitted to Turnitin.com will have a grade of 0% assigned to it until the electronic copy is submitted to Turnitin.com; once submitted and checked, the actual essay grade received will replace the 0% (assuming no further problems or grade deductions)

If any of your essays and/or any assignments you submit for this course are shown to be plagiarised, your grade for the assignments and/or essays, and this course, and any other punitive measures, may be determined by the Department of Political Science and other relevant administrative personnel in accordance with appropriate University procedures.

Note that students must write their essays and assignments in their own words. Whenever students take an idea, or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence." (see Scholastic Offence Policy in the Western Academic Calendar available at <http://www.uwo.ca/univsec/handbook/exam/crsout.pdf>: ".")

If you need an extension on an essay:

You must take your supporting documentation to your Faculty's Academic Counselling office (Social Science, Arts, etc.) so that they can verify/vet your documentation and let us know what accommodation should be considered.

Although Academic Counselling will advise us about accommodation, Professors make the final decision about dates, etc., in consultation with you and your counsellor. You must attach the Authorization Email, sent to you by the Professor, to your late essay when you submit it.

22. Late Penalties:

Please note there must be a slightly different policy in Term 1 as Professor Simpson is solely responsible for submitting your FINAL MARK, exactly 7 days after the FINAL EXAM which is not yet scheduled. Accordingly, she must operate by much stricter rules than in Term 1, due to University Regulations and Restrictions which become shorter and more complex every year.

The Essay is worth more than 10% of the course so if you do not have any supporting documentation and/or Academic Counselling does not grant you an extension, then the Late Penalty is: -25% and your late essay must be submitted at the beginning of class one week later. This means that if you do not attach a hard copy of the Turnitin report to your essay on March 7, you must wait and submit your paper one week later on Wed March 13th at 10:30 a.m. Your TA and/or Professor cannot accept your late paper before Wed March 13th. In other words, submitting the paper to Turnitin on Thursday March 7th does not somehow 'waive' your late marks of -25%. It will not work to 'try to find your TA'

on Friday March 8th. And knocking on my office door on Saturday March 9th to avoid late marks is '1st year stuff'.

Then the next possible due date is two weeks after the Essay Due Date so at the beginning of class on March 20th—and you will be docked -50% late marks. In this case, you are strongly encouraged in this case to visit Academic Counselling even if you think your reasons for being late are 'illegitimate' because -10% on your final mark stays on your transcript forever.

No Late Essays can be accepted after the -50% Late Essay Due Date (so none after March 20th) unless you speak with Academic Counselling and/or the Course Lecturer responsible for that Term. Then the Course Lecturer in conjunction with Academic Counselling (and not the Course Director alone) will determine if you can submit the essay and if any further penalties will be applied. For example, you may need to be assigned an INC (Incomplete) and fill out a host of forms with me applying to end dates.

Although you may have tried to do this in first year, waiting until the Final Exam to submit your paper is unacceptable. Professor Simpson cannot change the University regulations and you will need to access the Dean's office (probably Gail Wright) to try to submit your paper.

What if my TA becomes ill and/or drops out? Your TA will mark your written essay. In exceptional circumstances, essays will be marked by a different TA and/or the Course Lecturers.

22. Return of Essay:

What if my TA becomes ill and/or drops out or we fall in love? Your TA will mark your written essay. In exceptional circumstances, essays will be marked by a different TA and/or the Course Lecturers.

- ✓ Essays submitted on time (March 8th) will be returned during the last class (Wed April 11). There are no tutorials after the last lecture as classes end on Wed April 11th.
- ✓ Essays that are submitted late will be returned during the April exam or can be picked up after the exam from Professor Simpson until April 11, 2013. Essays cannot be picked up from Professor Simpson and/or your TA between Wed April 11 and the Exam as the TAs are writing their final papers for other courses, and Professor Simpson is marking them off-campus.
- ✓ You may not receive your final exam, due to university regulations nor may you discuss your performance in the exam with the Professor, as in Term 1 because your mark must be submitted within 7 days of the exam so you will need to appeal the exam mark as I am simply not permitted to discuss your final mark with you by email.
- ✓ Please do not email me asking about your final mark as I am not allowed to email your final mark—you must access the University Registrar for your final mark.

23. Do I need to do all the Required Readings to understand the Lecture Topics in time for the Final Exam?

- Many Powerpoint slides will be posted on WEBCT and shown during the lectures

and/or tutorials. Obviously the slides posted on WEBCT do not include all the information that is conveyed during the lectures/tutorials—you may be tested on material that is spoken about or discussed in class but not necessarily covered on the slides.

- You are responsible for taking your own notes during the lectures/tutorials. Reminder: we do not post notes of tutorial discussions so you should take notes during the group discussions.
- In most cases, the slides will be available on WEBCT about **24 hours before the relevant class**. But Professor Simpson reserves the right to post **updated or substantially changed lecture slides just before the lecture begins**. She also must reserve the right to change the Powerpoint slides after the lecture has ended to reflect the actual lecture and discussion (e.g. fire drills, emergency, stolen powerpoint machine, etc). This is another reason why you should attend the Lectures.
- You should also know that some guest lecturers deliberately choose not to use Powerpoint slides, in which case you are responsible for taking notes. **Guest lecture material will definitely be covered on the exams.**

24. Will we still use Clickers? They will not be used or tabulated in Term 2
Professor Narain used clickers during Term 1 but Professor Simpson has decided not to use them due to:

- a) wasted time it takes for results to stream in during lecture;
- b) confusion and disagreement about ‘right’ vs. ‘wrong’ answers;
- c) possible misuse of clickers regarding attendance and for encouraging attendance;
- d) and unfairness if students (& the professor!) forget to bring or use them;
- e) and in an, aside: yes, you may use this kind of ‘point form’ in your essay in 10 pt. type so as to cover more info quickly so points a-e were 345 words & less than 1/10 of this page (p.)

25. Required Readings:

Taking notes and reading is an important and integral part of this course and your university experience. You **must do the required readings, listed on the chart above, in time for the second-term exam.**

A common question is: ‘am I expected to memorize all the information in the Powerpoint slides, that you say in lectures and in the Required Readings for the final exam?’ **No!** My lectures and the tutorials must assume that you have **not** done the readings and go from there—doing the readings beforehand will help you understand the material much more as we move quickly through the slides during the lectures. Doing the readings before the lectures will also save you time during April exams.

It is highly recommended when preparing for the exam in April that you consider forming small study groups, so that you and some friends can split up the readings, share notes, and discuss the lectures and readings—there is nothing wrong with a collective effort! After all, that is what the classroom is about—all of us working together for fun and learning. So you should always try to come to lectures and tutorials—even if you have not had a chance to do the readings. During lectures, your task is to think and question the materials, not be a ‘medieval scribe’ but I understand many students reinforce the lectures by taking many handwritten/typewritten notes. On the other hand, your high-quality verbal participation is expected in tutorials, not during lecture time.

During lectures, there is very little time for large class discussions and the hall's acoustics are poor, plus there is only one microphone...

26. Tutorial Policy

During Term 2 tutorials, you will be highly encouraged to participate in class discussion, ask and answer questions, as well as engage in debate. The TAs will take careful records of your participation which I check over with them. This is a sample chart:

Name	Absent?	7	7+	7++	8	8+	8++	9	9+	9++
Joe (Smith) always off topic										
Jessica (talker)		✓			✓			✓		
Jake (smart/silent)								✓		

The TA marks with a checkmark each time you speak—and at the end of the term, s/he reviews the number of checkmarks for each tutorial and the quality of your comments. The TA's charts are regularly randomly checked—for example, I hire an undergrad student who will randomly attend your tutorials to check your TAs is carefully marking down with checkmarks each time you contribute and I review the charts on a random basis over the term, right after the tutorials have ended, and so on.

During the tutorials, please introduce yourself by your first name before your remarks. Please do not be at all concerned if I repeatedly forget your name as I have taught over 8,000 undergrads at U of T (1987-1991), Carleton University (1991-1995) and Western (1995-2012) over the last 24 years. **But do take action by visiting your TA during office hours if s/he still cannot remember your first name!** During tutorials, please be considerate of others by encouraging shyer students in the class to speak-up and by making certain **everyone shares equal time**. Remember that learning to express yourself articulately and clearly in front of your peers can be one of the most important skills learned at university.

27. Attention Shy Students:

If you do not earn any marks, using the chart, your TA will email you (with a copy to me) to make an appointment with you to discuss your participation before the tutorials end. They will be trained to increase participation in the second term so they may arrange to pose you questions that you know beforehand they are going to ask you. Visiting them during office hours, emailing them, and spending time talking to them outside of classtime, however, does not count toward your tutorial mark! In short, 'brown-nosing' will not work. Your TA will be working hard with you and me this term to make certain that you speak up during tutorials on a more frequent basis and so as to get you ready for smaller seminars in 3rd and possibly 4th year. Yes, you may check with your TA on your cumulative tutorial mark during his or her office hours (this is also an opportunity to talk about ways to improve this mark).

28. Your Final Tutorial Mark and Changes to your Tutorials

- As in Term 1, your **tutorial grade** (5%) is based on the charts which record 3 criteria: attendance (how often did you show up?), frequency (how often did you speak?), and quality (how good, relevant, insightful, helpful, or important was what you said?)
- Your TA may change during Term 1 and/or in Term 2 in exceptional circumstances. The same TA is assigned to the same tutorials and the same TA will mark your

second essay. In exceptional circumstances (based on emotional or non-emotional reasons) and in special cases, Professor Simpson will either reassign your paper to a different TA—and you will be informed of this, after the marked essay is returned—or reassign you to a different tutorial time and leader.

- **Remember: always sign the Tutorial Attendance Sheet. Make sure to say your first and last name before you speak so the TA can record the frequency and quality of your participation.**
- Students **may** be **randomly** called upon to speak in the tutorial.
- In the TA's estimation, if you leave the tutorial too early or arrive too late, the TA may decide not to credit your attendance.

29. If you miss a tutorial?

- If you miss attending your regular scheduled tutorial or face a conflict (such as a doctor's appointment or sport event), you must attend another tutorial **that same week**, and ask the alternate tutorial's TA to give you a **Make Up Tutorial Attendance Sheet** to complete and return to that TA in that tutorial
- The alternate tutorial TA will submit the form for processing, and it will be returned to your regular TA
- You must stay for the whole tutorial; you may be denied credit for attending at the TA's reasonable discretion
- You will only receive credit for attending the tutorial; you do not receive participation credit.
- Excessive attendance of alternate tutorials – that is, regularly missing your regularly scheduled tutorial – will negatively affect your tutorial grade, as you may be denied attendance and/or participation credits at your TA's and/or Course Instructor's discretion
- On any particular assignment or particular assessment or for the whole course, the maximum grade is 100% and minimum grade is 0%. For example, many students will score 10% or full participation marks for their tutorials.

30. If you miss a lecture?

- You are responsible for printing up that day's slides and/or notes and supplementing those lecture notes with notes from another student. The Professors and TAs will **not** meet with you to discuss the information you have missed (even if you have legitimate reasons for missing class) as this would be unfair to other students who attended the lecture.
- The Professors and TAs will not post notes of the class discussions during the lectures and tutorials so you should take notes during the discussions.

31. Re-evaluation and Absences

- You are **not** allowed to re-write assignments, once they have been handed-in for marking, unless due to exceptional circumstances as assessed by each term's Professor.
- If you submit the “wrong version” of an assignment, you are **not** normally entitled to submit the “right version”. You must speak to your TA and that term's Professor who will decide the fairest option.
- If you are an international student, your exams will be graded according to Canadian University standards.

32. Non-Medical and Medical Absences

- Please see the Student Service website (<http://www.studentservices.uwo.ca>) for the Policy on Accommodation for Medical Illness and Student Medical Certificate.
- If you have medical illness or other documentation, you **must** take it to the Dean's Office or Academic Counsellor, who will then confirm whether you can possibly be granted accommodation.
- Any medical absence **should be** documented using the Student Medical Certificate or as instructed by Student Services, Dean's Office or your Academic Counsellor.
- Academic Counselling will advise the Professor about accommodation and the final decisions about due dates, re-weighting, transfer weighting, etc., will be made in consultation with you and your counsellor
- For **work worth less than 10%** (as per Policy on Accommodation for Medical Illness): non-documentable absences will not be given accommodation because allowances (“bonus points”, “freebies”, “gives”, “cushions”) have been already included for incidental absences.

- If we are unable to grant you fair and reasonable accommodation in our assessment, the whole percentage weight for that assignment may be added to the value of the exam for that term.

32. Exams

- Exams cover all lectures, lecture notes, required readings, and tutorial discussions for that particular term
- The Term 1 exam covers only Term 1 materials, and the Term 2 exam covers only Term 2 materials. If you are uncertain about what needs to be learned for Term 2, you must review the information on this Term 2 course outline to ascertain the required topics and required readings for Term 2.
- Specific exam formats will be announced and explained by each term's Professor.
- No electronic devices are permitted to be used in/for/during any exam, including PDAs, cellphones, personal computers, and/or electronic dictionaries (as per <http://www.uwo.ca/univsec/handbook/exam/crsout.pdf>)
- Note from <http://www.uwo.ca/univsec/handbook/exam/crsout.pdf>: "Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating."
- Exam questions are composed by the Professors; multiple-choice questions are marked by university-approved multiple-choice computer-marking system
- Special exams may be different in content, structure and format than the regularly scheduled exam.

33. Concerns about Grades

a) "48 hour Thinking Period"

You must wait for 48 hours after you receive any assignment grade before raising your concerns with the person who graded or assessed your assignment and before visiting the TA or professor during office hours. The TAs are instructed by Professor Simpson not to read or respond to any emails from students that are written before the 48 hour Thinking Period has ended, and although such emails are retained on the university server forever, they will not be read or answered.

b) Tutorial Grade

- Wait for 48 hours, then meet with your TA during the TA's office hours or set up an appointment via email; only your TA is allowed to handle tutorial grade appeals; that is, other TAs cannot consider your grounds for an appeal.
- If you still have concerns, after meeting with your TA, see the Professor during his/her office hours or else set up an appointment via email.
- Appeals must be for the tutorial grade that was received during that Course Lecturer's term; a Course Lecturer does not handle appeals from the other Professor's term.

c) Essay Grade

- Wait 2 days, then meet with the TA-Marker during the TA's office hours or set up an appointment via email; only the TA-Marker who marked your essay is allowed to handle tutorial grade appeals, that is, other TAs cannot consider your appeal.
- **You must bring your Essay, the signed Essay Grading Sheet, and a Written Statement of your concerns** – maximum 1 page—so as to provide a reasonable, substantive, and specific explanations of your concerns
- After listening to your concerns and taking your written statement, along with your marked essay, the TA-Marker will re-evaluate your essay and inform you of his/her decision.
- Your Essay Grade may increase or decrease.
- You must initiate your appeal with your TA-Marker **within two weeks from the Essay Return date**.
- If you still have unresolved concerns after the TA-Marker has returned your appealed essay, you will need to see that term's Course Lecturer, during office hours or email to set up an appointment.
- Appeals to each Course Lecturer must be for the Essay grade received during that Course Lecturer's term; a Course Lecturer does not handle appeals from the other Course Lecturer's term.

d) Exam Grade

- Wait two days, then see that term's Course Lecturer during office hours, or set up an appointment via email.

- Appeals to each Course Lecturer must be for the Exam grade received during that Course Lecturer's term; a Course Lecturer does not handle appeals from the other Course Lecturer's term.

34. Some Ground Rules and Recommendations

a) **You must read the course outline and all the administrative regulations available on WEBCT carefully. Please do not refrain from asking questions – your friends and colleagues may have the same questions and need answers, too.**

b) **Conduct yourself appropriately in lectures**

- Be courteous; act responsibly; refrain from talking; avoid activities that disrupt or distract fellow students
- You may be asked kindly to leave if you are being disruptive to the proper functioning of the class
- **You are required to conduct yourself according to the University of Western Ontario Student Code of Conduct**, which can be accessed as a PDF from: <http://www.uwo.ca/univsec/board/code.pdf>.
- Please feel free to chat with each other and the professor but keep in mind that before the Lecture begins, the Professors and/or TAs are busy setting up so it would be better to wait until the break, after the lecture and/or during office hours

35. More Useful & Necessary Info

Please be read and be familiar with rules and regulations in the Appendices that are posted on the Political Science Department's, the Dean's Office's, Social Science Academic Counselling, and Registrar's websites, among others.

36. After graduation and in future years?

- We would appreciate hearing from you once you have graduated and in future years. For more information about the other classes we teach and the field of IR, see our faculty and personal websites available through the Department of Political Science's homepage.
- If you need a reference, please email us individually for more information. Professor Simpson's policy is not to write references for law school and/or graduate school based on your standing in a second-year class because such a reference, compared to a 3rd-year or 4th-year reference is not as useful, and could be doing you a disservice, not a service.
- **Although Professors Narain and Professor Simpson may not remember your exact name given the number of students we have taught, we will always remember your face. It's a small world and we're only on it together for just a short time!**

37. Before the Coffee Break and Before the first lecture on Power: Simpson's IMPORTANT Instructions

- Brief Introductions and Learning How to Shake Hands Properly (5 mins)**
- Longer Introductions and Learning How to Make Conversation During Meetings & Receptions (5 minutes plus the 10 minute coffee break = about 15 minutes)**

COFFEE BREAKS: ASK OTHERS ABOUT:

1. What are the newspapers and magazines that you can't live without?
2. If you could own only 3 books, what would they be?
3. Which writers and thinkers have influenced you?
4. If you could create one law, what would it be?
5. If you could visit any time in history, when would it be?
6. What are the sources of your best ideas?

7. What would you give up for a more human world?
8. Which current trend most troubles you?
9. What is the most important thing you learned in writing your papers last year?
10. What would you like to learn next?

**APPENDIX TO UNDERGRADUATE COURSE OUTLINES
DEPARTMENT OF POLITICAL SCIENCE**

Prerequisite checking - the student's responsibility

"Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may 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."

Essay course requirements

With the exception of 1000-level courses, most courses in the Department of Political Science are essay courses. Total written assignments (excluding examinations) will be at least 3,000 words in Politics 1020E, at least 5,000 words in a full course numbered 2000 or above, and at least 2,500 words in a half course numbered 2000 or above.

Use of Personal Response Systems ("Clickers")

"Personal Response Systems ("clickers") may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning.

Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else's clicker in class constitutes a scholastic offence,
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence."

Security and Confidentiality of Student Work (refer to current *Western Academic Calendar* (<http://www.westerncalendar.uwo.ca/>))

"**Submitting or Returning Student Assignments, Tests and Exams** - All student assignments, tests and exams will be handled in a secure and confidential manner. Particularly in this respect, leaving student work unattended in public areas for pickup is not permitted."

Duplication of work

Undergraduate students who submit similar assignments on closely related topics in two different courses must obtain the consent of both instructors prior to the submission of the assignment. If prior approval is not obtained, each instructor reserves the right not to accept the assignment.

Grade adjustments

In order to ensure that comparable standards are applied in political science courses, the Department may require instructors to adjust final marks to conform to Departmental guidelines.

Academic Offences

"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:

<http://www.uwo.ca/univsec/handbook/appeals/scholoff.pdf>."

Submission of Course Requirements

ESSAYS, ASSIGNMENTS, TAKE-HOME EXAMS **MUST** BE SUBMITTED ACCORDING TO PROCEDURES SPECIFIED BY YOUR INSTRUCTOR (I.E., IN CLASS, DURING OFFICE HOURS, TA'S OFFICE HOURS) OR UNDER THE INSTRUCTOR'S OFFICE DOOR.

THE MAIN OFFICE DOES NOT DATE-STAMP OR ACCEPT ANY OF THE ABOVE.

Note: Information excerpted and quoted above are Senate regulations from the Handbook of Scholarship and Academic Policy. <http://www.uwo.ca/univsec/handbook/>

Students registered in Social Science should refer to <http://counselling.ssc.uwo.ca/> <http://counselling.ssc.uwo.ca/procedures/havingproblems.asp> for information on Medical Policy, Term Tests, Final Examinations, Late Assignments, Short Absences, Extended Absences, Documentation and other Academic Concerns. Non-Social Science students should refer to their home faculty's academic counselling office.

Plagiarism

"Plagiarism: Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence." (see Scholastic Offence Policy in the Western Academic Calendar).

Plagiarism Checking: "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 The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)."

Multiple-choice tests/exams: "Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating."

Note: Information excerpted and quoted above are Senate regulations from the Handbook of Scholarship and Academic Policy. <http://www.uwo.ca/univsec/handbook/>

PLAGIARISM*

In writing scholarly papers, you must keep firmly in mind the need to avoid plagiarism. Plagiarism is the unacknowledged borrowing of another writer's words or ideas. Different forms of writing require different types of acknowledgement. The following rules pertain to the acknowledgements necessary in academic papers.

A. In using another writer's words, you must both place the words in quotation marks and acknowledge that the words are those of another writer.

You are plagiarizing if you use a sequence of words, a sentence or a paragraph taken from other writers without acknowledging them to be theirs. Acknowledgement is indicated either by (1) mentioning the author and work from which the words are borrowed in the text of your paper; or by (2) placing a footnote number at the end of the quotation in your text, and including a correspondingly numbered footnote at the bottom of the page (or in a separate reference section at the end of your essay). This footnote should indicate author, title of the work, place and date of publication, and page number.

Method (2) given above is usually preferable for academic essays because it provides the reader with more information about your sources and leaves your text uncluttered with parenthetical and tangential references. In either case words taken from another author must be enclosed in quotation marks or set off from your text by single spacing and indentation in such a way that they cannot be mistaken for your own words. Note that you cannot avoid indicating quotation simply by changing a word or phrase in a sentence or paragraph which is not your own.

B. In adopting other writers' ideas, you must acknowledge that they are theirs.

You are plagiarizing if you adopt, summarize, or paraphrase other writers' trains of argument, ideas or sequences of ideas without acknowledging their authorship according to the method of acknowledgement given in 'A' above. Since the words are your own, they need not be enclosed in quotation marks. Be certain, however, that the words you use are entirely your own; where you must use words or phrases from your source, these should be enclosed in quotation marks, as in 'A' above.

Clearly, it is possible for you to formulate arguments or ideas independently of another writer who has expounded the same ideas, and whom you have not read. Where you got your ideas is the important consideration here. Do not be afraid to present an argument or idea without acknowledgement to another writer, if you have arrived at it entirely independently. Acknowledge it if you have derived it from a source outside your own thinking on the subject.

In short, use of acknowledgements and, when necessary, quotation marks is necessary to distinguish clearly between what is yours and what is not. Since the rules have been explained to you, if you fail to make this distinction your instructor very likely will do so for you, and they will be forced to regard your omission as intentional literary theft. Plagiarism is a serious offence which may result in a student's receiving an 'F' in a course or, in extreme cases in their suspension from the University.

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Adopted by the council of the Faculty of Social Science, October, 1970; approved by the Dept. of History August 13, 1991

Accessibility at Western

Please contact poliscie@uwo.ca if you require any information in plain text format, or if any other accommodation can make the course material and/or physical space accessible to you.