



COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/envr.html>

Ω *Please note: the College electronically stores this outline for five (5) years only. It is **strongly recommended** you keep a copy of this outline with your academic records. You will need this outline for any future application/s for transfer credit/s to other colleges/universities.*

1. Instructor Information

(a)	Instructor:	Steve Hann		
(b)	Office Hours:	Tuesday 2:30 to 3:30, Wednesday 10:30 to 11:30, or by appointment		
(c)	Location:	F314A		
(d)	Phone:	250-686-4569	Alternative Phone:	n/a
(e)	Email:	hann@camosun.bc.ca		

2. Intended Learning Outcomes

Upon completion of this course the student will be able to:

1. Create digital data from hard copy manuscripts.
2. Edit data to create topologically correct datasets.
3. Add attribute information to digital data.
4. Use skills learned to perform overlay analysis of data.
5. Perform queries on data using logical and arithmetic expressions.
6. Perform coordinate editing on spatial data.
7. Use skills learned to manage and store digital data.

3. Required Materials

- (a) Texts Getting to know ArcGIS for Desktop – 3rd ed. for ArcGIS 10.1, Michael Law & Amy Collins

4. Course Content and Schedule

Class/Lab times:

Sec X01 E112 Tuesday 12:30PM to 2:20PM and Wednesday 11:30AM - 1:20PM

Sec X02 E112 Tuesday 3:30PM to 5:20PM and Wednesday 8:30AM to 10:20AM

Tutorial times: will be scheduled on an as needed basis.

Attendance to every class is mandatory. Please notify me if you will not be able to attend a class, as attendance will form part of your final grade. If you miss a class, it is your responsibility to make up what you missed on your own time before the next session, not during the next scheduled class. Priority will be given to helping students who attended the last class and are working on current tasks.

5. Basis of Student Assessment (Weighting)

(This section should be directly linked to the Intended Learning Outcomes.)

- (a) Assignments (25%): Term project mapping assignment. Assignments submitted after the due date will have marks deducted at a rate of 10% per day. All assignments must be typed.
- (b) Quizzes (40% (4 x 10% each)): There will be four in-class quizzes. If you do not attend and do not contact the instructor **prior** to the quiz, you will be given a 'zero'. Extra time will not be given unless previously arranged.
- (c) Exams (30%): A final exam (written and practical) will be scheduled during exam time
- (d) Instructors Assessment (5%): Based on attendance and class participation. Full attendance at lab sessions is mandatory each absence will result in the loss of 'instructor assessment' marks.

6. Grading System

Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion.)
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College web site at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.