Cover Sheet: Request 12894

LAA 4XXX Advanced Design Communication

Info

Process	Course|New|Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Maria Gurucharri guruch@ufl.edu
Created	8/1/2018 4:27:32 PM
Updated	9/19/2018 4:00:12 PM
Description of request	The request is for a new 3 credit course, LAA4xxx Advanced Design Communication. We will be deleting an existing 3 credit class, PCB 3601c Plant Ecology, to maintain the same total number of credits for the degree. We will be incorporating the Florida Ecosystem aspects of the Plant Ecology course into the existing LAA 2532 Landscape Management course. Attached is a copy of the email sent to the Biology Department notifying them of our intended curriculum change.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	DCP - Landscape Architecture (SLAP) 011504000	Maria Gurucharri		8/1/2018
Syllabus_LAA 4xxx_Advanced Design Communication.pdf Email message to Biology Dept_8.1.2018.png					8/1/2018 8/1/2018
College	Conditionall Approved	DCP - College of Design, Construction and Planning	Abdol Chini	1. Add a paragraph explaining where in the curriculum you plan to cover Florida ecosystem materials 2. Either remove lecture lab code "C" or increase the weekly contact hours to 4 3. In the course description change "Advanced Digital" to "Advanced Design"	8/31/2018
No document changes					
Department	Approved	DCP - Landscape Architecture (SLAP) 011504000	Ruth Steiner		9/15/2018
No document changes					
College	Approved	DCP - College of Design, Construction and Planning	Abdol Chini		9/19/2018
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			9/19/2018
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					

Step	Status	Group	User	Comment	Updated
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 12894

Info

Request: LAA 4XXX Advanced Design Communication
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Submitter: Maria Gurucharri guruch@ufl.edu
Created: 8/31/2018 3:05:18 PM
Form version: 2

Responses

Recommended Prefix
Enter the three letter code indicating placement of course within the discipline (e.g., POS, ATR, ENC). Note that for new course proposals, the State Common Numbering System (SCNS) may assign a different prefix.

Response:
LAA

Course Level
Select the one digit code preceding the course number that indicates the course level at which the course is taught (e.g., 1=freshman, 2=sophomore, etc.).

Response:
4

Number
Enter the three digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles. For new course requests, this may be XXX until SCNS assigns an appropriate number.

Response:
xxx

Category of Instruction
Indicate whether the course is introductory, intermediate or advanced. Introductory courses are those that require no prerequisites and are general in nature. Intermediate courses require some prior preparation in a related area. Advanced courses require specific competencies or knowledge relevant to the topic prior to enrollment.

Response:
Advanced

• 1000 and 2000 level = Introductory undergraduate
• 3000 level = Intermediate undergraduate
• 4000 level = Advanced undergraduate
• 5000 level = Introductory graduate
• 6000 level = Intermediate graduate
• 7000 level = Advanced graduate

4000/5000 and 4000/6000 levels = Joint undergraduate/graduate (these must be approved by the UCC and the

Graduate Council)

Lab Code
Enter the lab code to indicate whether the course is lecture only (None), lab only (L), or a combined lecture and lab (C).

Response:
None

Course Title
Enter the title of the course as it should appear in the Academic Catalog.

Response:
Advanced Design Communication

Transcript Title
Enter the title that will appear in the transcript and the schedule of courses. Note that this must be limited to 21 characters (including spaces and punctuation).

Response:
Adv Design Communicat

Degree Type
Select the type of degree program for which this course is intended.

Response:
Baccalaureate

Delivery Method(s)
Indicate all platforms through which the course is currently planned to be delivered.

Response:
On-Campus

Co-Listing
Will this course be jointly taught to undergraduate, graduate, and/or professional students?

Response:
No

Co-Listing Explanation
Please detail how coursework differs for undergraduate, graduate, and/or professional students. Additionally, please upload a copy of both the undergraduate and graduate syllabus to the request in .pdf format.

Response:
This undergraduate course will not be co-listed.

Effective Term

Select the requested term that the course will first be offered. Selecting "Earliest" will allow the course to be active in the earliest term after SCNS approval. If a specific term and year are selected, this should reflect the department's best projection. Courses cannot be implemented retroactively, and therefore the actual effective term cannot be prior to SCNS approval, which must be obtained prior to the first day of classes for the effective term. SCNS approval typically requires 2 to 6 weeks after approval of the course at UF.

Response:
Spring

Effective Year

Select the requested year that the course will first be offered. See preceding item for further information.

Response:
2019

Rotating Topic?

Select "Yes" if the course can have rotating (varying) topics. These course titles can vary by topic in the Schedule of Courses.

Response:
No

Repeatable Credit?

Select "Yes" if the course may be repeated for credit. If the course will also have rotating topics, be sure to indicate this in the question above.

Response:
No

Amount of Credit

Select the number of credits awarded to the student upon successful completion, or select "Variable" if the course will be offered with variable credit and then indicate the minimum and maximum credits per section. Note that credit hours are regulated by Rule 6A-10.033, FAC. If you select "Variable" for the amount of credit, additional fields will appear in which to indicate the minimum and maximum number of total credits.

Response:
3

S/U Only?

Select "Yes" if all students should be graded as S/U in the course. Note that each course must be entered into the UF curriculum inventory as either letter-graded or S/U. A course may not have both options. However, letter-graded courses allow students to take the course S/U with instructor permission.

Response:
No

Contact Type

Select the best option to describe course contact type. This selection determines whether base hours or headcount hours will be used to determine the total contact hours per credit hour. Note that the headcount hour options are for courses that involve contact between the student and the professor on an individual basis.

Response:
Regularly Scheduled

• Regularly Scheduled [base hr]
• Thesis/Dissertation Supervision [1.0 headcount hr]
• Directed Individual Studies [0.5 headcount hr]
• Supervision of Student Interns [0.8 headcount hr]
• Supervision of Teaching/Research [0.5 headcount hr]
• Supervision of Cooperative Education [0.8 headcount hr]

Contact the Office of Institutional Planning and Research (352-392-0456) with questions regarding contact type.

Weekly Contact Hours

Indicate the number of hours instructors will have contact with students each week on average throughout the duration of the course.

Response:
3

Course Description

Provide a brief narrative description of the course content. This description will be published in the Academic Catalog and is limited to 50 words or fewer. See course description guidelines.

Response:
This course will develop skills in digital visualization and communication techniques, exploring digital media as a landscape architecture tool for design and fabrication. Students will produce high quality perspective drawings and design diagrams using Rhino and Adobe CC, and digital fabrication techniques using UF's Fab Lab.

Prerequisites

Indicate all requirements that must be satisfied prior to enrollment in the course. Prerequisites will be automatically checked for each student attempting to register for the course. The prerequisite will be published in the Academic Catalog and must be formulated so that it can be enforced in the registration system. Please note that upper division courses (i.e., intermediate or advanced level of instruction) must have proper prerequisites to target the appropriate audience for the course.

Response:
LAA 2376c Design Communications 1 &
LAA 2379c Design Communications 2

Completing Prerequisites on UCC forms:

• Use "&" and "or" to conjoin multiple requirements; do not used commas, semicolons, etc.
• Use parentheses to specify groupings in multiple requirements.
• Specifying a course prerequisite (without specifying a grade) assumes the required passing grade is D-. In order to specify a different grade, include the grade in parentheses immediately after the course number. For example, "MAC 2311(B)" indicates that students are required to obtain a grade of B in Calculus I. MAC2311 by itself would

only require a grade of D-.
• Specify all majors or minors included (if all majors in a college are acceptable the college code is sufficient).
• "Permission of department" is always an option so it should not be included in any prerequisite or co-requisite.

Example: A grade of C in HSC 3502, passing grades in HSC 3057 or HSC 4558, and major/minor in PHHP
should be written as follows:
HSC 3502(C) & (HSC 3057 or HSC 4558) & (HP college or (HS or CMS or DSC or HP or RS minor))

Co-requisites
Indicate all requirements that must be taken concurrently with the course. Co-requisites are not checked by the registration system.

> Response:
> None

Rationale and Placement in Curriculum
Explain the rationale for offering the course and its place in the curriculum.

> Response:
> The Advanced Design Communication course is needed to better prepare the landscape architecture students for professional practice. As digital media has expanded, so has the expectations of the skills of graduating students.

Course Objectives
Describe the core knowledge and skills that student should derive from the course. The objectives should be both observable and measurable.

> Response:
> -To develop the skills in rendering in Rhino.
> -To develop the skills in produce photorealist perspectives and design diagram for presentation.
> -To develop skills in 3D modeling using Grasshopper in Rhino.
> -To develop advanced skills in digital fabrication.
> -To foster the ability of self-teach, to keep up with the constantly updating digital technologies.

Course Textbook(s) and/or Other Assigned Reading
Enter the title, author(s) and publication date of textbooks and/or readings that will be assigned. Please provide specific examples to evaluate the course.

> Response:
> Lynda Tutorials are an incredible resource available to UF students and this class will take full advantage of them. We may have in-class "pop-quizzes" in which students will randomly be asked to demonstrate techniques; these techniques will be outlined as topics, demonstrated in class, and thoroughly explained in the tutorials.
> 1. Architectural Rendering with Rhino and V-Ray
> 2. Learning Grasshopper
> 3. Rhino Project: Architectural Site & Envelope
> Books
> 1. Nadia Amoroso, Representing Landscapes: Digital, Routledge 2015
> 2. Nadia Amoroso, Representing Landscapes: Hybrid, Routledge 2016
> 3. Bradley Cantrell & Wes Michaels, Digital Drawing for Landscape Architecture, Second edition, Wiley 2015 (online)
> 4. Bradley Cantrell & Natalie Yates, Modeling the Environment: Techniques and Tools for the 3D Illustration of Dynamic Landscapes, Wiley 2012 (online)

5. Stephen Ervin & Hope Hasbrouck, Landscape Modeling: digital techniques for landscape visualization, McGraw-Hill Professional architecture, 2001

Weekly Schedule of Topics
Provide a projected weekly schedule of topics. This should have sufficient detail to evaluate how the course would meet current curricular needs and the extent to which it overlaps with existing courses at UF.

Response:
Rendering + Photoshop
Week 1 & 2   Rendering basic
Week 3 & 4   Rendering_Sectional Diagram
Week 5 & 6   Rendering_Photorealism Perspective

Midterm Project
Week 7 & 8   Midterm Project (studio related)
Week 9   Spring Break

Grasshopper + Digital Fabrication
Week 10   Grasshopper basic
Week 11 & 12   Grasshopper + Digital fabrication_Object
Week 13 & 14   Grasshopper + Digital fabrication_Terrain

Final Project
Week 15 & 16   Final Project (studio related)

Links and Policies
Consult the syllabus policy page for a list of required and recommended links to add to the syllabus. Please list the links and any additional policies that will be added to the course syllabus.
Please see: syllabus.ufl.edu for more information

Response:
https://evaluations.ufl.edu
http://www.chem.ufl.edu/~itl/honor.html
http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf.
http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi_policy.pdf
Learning-support@ufl.edu
https://lss.at.ufl.edu/help.shtml
http://www.distance.ufl.edu/getting-help
http://www.distance.ufl.edu/student-complaints
www.counsel.ufl.edu
http://www.hsc.ufl.edu/shcc/smhs.htm
umatter@ufl.edu

Grading Scheme
List the types of assessments, assignments and other activities that will be used to determine the course grade, and the percentage contribution from each. This list should have sufficient detail to evaluate the course rigor and grade integrity. Include details about the grading rubric and percentage breakdowns for determining grades.

Response:
Participation - 10%
Assignment #1_Rendering Basic - 10%
Assignment #2_Rendering Diagram - 10%
Assignment #3_Rendering Perspective - 10%
Assignment #4_Midterm Project

(Diagram Animation) - 15%
Assignment #5_Grasshopper Basic - 10%
Assignment #6_Grasshopper Project 1 (Object)   - 10%
Assignment #7_Grasshopper Project 2 (Terrain)

- 10%
Assignment #8_Final Project - 15%

Instructor(s)
Enter the name of the planned instructor or instructors, or "to be determined" if instructors are not yet identified.

Response:
Huiqing "Hui" Kuang

Gurucharri,Maria Christina   Jack Putz   4:32 PM

Plant Ecology

Dear Jack,

I hope this message finds you well and that you are having a productive and restful summer.

Over the past year, the LA faculty have reviewed our BLA and MLA curricula and decided to make some changes. Primarily we will be re-arranging content and making room for new courses. These changes will go through the approval process during this upcoming academic year. This means that if it is approved, we will no longer be requiring PCB 3601c Plant Ecology as part of our BLA curriculum. We will be incorporating Florida ecosystems material into another course.

I want to thank you for all that you have done for the landscape architecture students over the years with this course. Although challenging at times, it has served our students well. I have appreciated your willingness to adapt the course where possible to best meet the needs of our students.

Warm regards,
Tina

Tina Gurucharri, PLA, ASLA
Associate Professor and Chair
Department of Landscape Architecture
School of Landscape Architecture and Planning
University of Florida
(352) 294-1494
www.dcp.ufl.edu/landscape

Department of Landscape Architecture
College of Design, Construction & Planning
University of Florida

LAA xxxx - Advanced Design Communication   Instructor: Huiqing "Hui" Kuang
SPRING 2019   Office: ARCH 430
3 Credit   hkuang@ufl.edu
CIRAC Lab, ARC 116   (352) 294-3972
9:35 am - 11:30 am, T & Th   Hours: by appointment

Advanced Design Communications: Digital Media in Landscape Architecture

Course Overview:

Advances the design communication strategies introduced in Design Communications 1 & 2, this course will further develop skills in digital visualization and communication techniques. The course will explore digital media as a powerful tool in landscape architecture design and fabrication.

Students will learn working fluently and in an integrated way among Rhino and Adobe CC (Photoshop especially) to produce high-quality perspectives and design diagrams. Student will also learn intermediate to advanced modeling skills in Rhino with its plugins. Students will then expose to digital fabrication techniques, using UF Fab Lab.

Course Objectives:

-   To develop the skills in rendering in Rhino.
-   To develop the skills in produce photorealist perspectives and design diagram for presentation.
-   To develop skills in 3D modeling using Grasshopper in Rhino.
-   To develop advanced skills in digital fabrication.
-   To foster the ability of self-teach, to keep up with the constantly updating digital technologies.

Prerequisite:

Students are required to have completed LAA2376c Design Communication 1; and LAA 2379c Design Communication 2. Students are expected to have essential training on AutoCAD, Rhino, Adobe CC; the ability to develop digital and hand graphics, and the skills developed in the prerequisite course.

UF Fab Lab:

UF Fab Lab membership is required for this course. No material & supply fees are required, but students are responded for the expense of modeling making materials.

Format:

The four-hour class is divided into two sections, 2 hours per section with 15 min break in between. Demonstrations, lectures and pin-ups (review previous weeks' assignments as a group) will be held in the first sections. Then workshops

follow in the second section. Feedback will be provided verbally if necessary. Student work should be pinned-up before the beginning of section.

Content:

All course content will be available through CANVAS, UF's online learning portal. Students may access this site at https://lss.at.ufl.edu/ by logging in with their UF credentials. Under LAA xxx, links to the course materials will be available on the course website including the assignments, tutorials, reference, etc. All assignments are to be submitted to CANVAS unless otherwise indicated. Please don't email me through Canvas; use webmail.

Grading:

Detailed grading criteria for each offering of this course can be found in the course handout for the specific instructor and semester.

Grading will adhere to the University of Florida Grade Policy:

Letter Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
Numeric Grade	100-94	<94-90	<90-87	<87-84	<84-80	<80-77	<77-74	<74-70	<70-67	<67-64	<64-61	<61-0

According to Departmental Policy, Landscape Architecture majors must receive a C or better to move forward. Any grade lower than a C will require that the course be taken over again.

Grading Percentages:

Participation	10%		
Assignment #1_Rendering Basic	10%	Assignment #5_Grasshopper Basic	10%
Assignment #2_Rendering Diagram	10%	Assignment #6_Grasshopper Project 1 (Object)	10%
Assignment #3_Rendering Perspective	10%	Assignment #7_Grasshopper Project 2 (Terrain)	10%
Assignment #4_Midterm Project (Diagram Animation)	15%	Assignment #8_Final Project	15%

Assignment Components:

Participation
Includes completion of in-class exercises, positive contributions to class, and ACTIVE involvement in class discussions/critiques/tutorial demonstrations.

Assignment #1_Rendering Basic
This assignment is to warm up Rhino basic modeling rendering skills: setting up light and camera, applying materials, background etc. Student will render a view from a set of simple 3D geometry, such as a stormwater design intervention, a retaining wall, etc.

Assignment #2_Rendering Diagram
This assignment is to develop the integration between Rhino and Adobe Photoshop. Student will be asked edit the render from Assignment 1 in Photoshop, to complete a sectional perspective to present the functional idea behind the design.

Assignment #3_Rendering Perspective
This assignment is to advance Rhino and Adobe Photoshop skills. Students will be asked to product a photorealism perspective from one of their previous design studio project for, such as, fundraising, public meeting, etc

Assignment #4_Midterm Project (Diagram Animation)
This is a two-week midterm project, coordinating with students' studio project. Students will be asked to use Adobe After Effects to edit vary design diagrams from their studio design project into an animation.

Assignment #5_Grasshopper Basic
This assignment to introduce Grasshopper, a graphical algorithm editor tightly integrated with Rhino, for 3D modeling. Students will be asked to model a simple terrain.

Assignment #6_Grasshopper Project 1 (object)
This assignment is to develop Rhino +Grasshopper skills by design/modeling a landscape architecture object, such as, bench, trellis, etc. Then students will use the equipment from UF Fab Lab to translate their design into a physical model.

Assignment #7_Grasshopper Project 2 (Terrain)
This assignment is to develop Rhino +Grasshopper skills by design/modeling a playscape for a park. Then students will use the equipment from UF Fab Lab to translate their design into a physical model.

Assignment #8_Final project
This is a two-week final project, coordinating with students' studio project. This assignment is intended to foster the skills of the integrations between programs, AutoCAD, Rhino and Adobe CC.

Assignment Submission

All student work may be retained and used by the Department of Landscape Architecture. Digital Copies of student work for this course must be turned in at the completion of each assignment. No grades will be computed into the final course grade until digital submissions have been turned in as requested. Please follow the directions given by the instructor as to how they will be submitted (Sakai, CD, PDF, word file, etc.). However, all files must be named as follows:

course# name project_student name. dwg/pdf/jpg/ai/3dm...
Example: 3352PlantDesAssig10_Smith
          4ch 8ch   8ch   6ch
Use caps for separation
No spaces, hyphens, or underscoring

Class Attendance:

Attendance is required. Due to the nature of the course, active and engaged participation is expected and contributes to the student's final grade in the course.

In the event that a student is unable to attend class due to extenuating circumstances such as illness, or emergencies, the student shall notify the instructor prior (via email) to the start of class. Student must provide documentation regarding the absence (i.e. doctor's note). Failure to notify instructor of an intended absence could result in a full letter grade reduction for the final grade in the course. Three or more absences without notification or documentation will result in a failing grade for the course. Tardiness (more than 15 minutes after class begins) will count as a half absence. All decisions regarding approved or accepted requests for absence from the class shall be at the discretion of the instructor.

Class Demeanor:

- Always make sure you have your work with you so you can follow instructor demonstrations. No accommodations or extensions will be made for students who are not prepared.

- Always make sure your laptop and software programs are up-to-date and functional, so you can work on your assignment in the class.
- In addition to having your project work with you, please make sure you are also fully prepared with any other materials needed for class *before* class starts (i.e., mouse, print-outs, model materials, rolls of trace paper, drawing utensils, etc.).
- Students should not use the laptops unless instructed and should never use cell phones during class. The instructor reserves the right to ask disruptive students to leave, which will count as an unexcused absence.
- Please respect other students work.
- After pin-up and review, it is especially important to keep classroom clean after class.

Policy for Make-up Exams or Other Missed Work:

Late submissions are strongly discouraged. **Late submissions will receive a full letter grade deduction for each day past the deadline. Work submitted more than two weeks late will not be accepted.**

All assignments (both in digital and hardcopy form) are due before the start of class unless otherwise noted.

If a student suffers undue hardship and is not able to meet a submission deadline, they may make a formal request for an extension to the course instructor **prior** to the deadline. The student must email the course instructor informing the instructor of the situation that warrants consideration for an exception (death in the family, serious illness) with documentation as required by the University.

IMPORTANT: Accommodations will NOT be made due to lost data, nor will there be granted any last-minute extensions on account of workload.

Evaluations:

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu.

Disclaimer:

This syllabus represents our current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.

Material and Supply Fees:

There are no additional fees for this course.

Laptop Requirements:

See Appendix 1: Department of Landscape Architecture Laptop and Computer Requirements

Software Requirements:

See Appendix 1: Department of Landscape Architecture Laptop and Computer Requirements
Additional software programs needed for this course:

Grasshopper (Plug-in come with Rhino 6)
Adobe After Effect

Readings:

Lynda Tutorials are an incredible resource available to UF students and this class will take full advantage of them. We may have in-class "pop-quizzes" in which students will randomly be asked to demonstrate techniques; these techniques will be outlined as topics, demonstrated in class, and thoroughly explained in the tutorials.
1. Architectural Rendering with Rhino and V-Ray
2. Learning Grasshopper
3. Rhino Project: Architectural Site & Envelope

Books
1. Nadia Amoroso, Representing Landscapes: Digital, Routledge 2015
2. Nadia Amoroso, Representing Landscapes: Hybrid, Routledge 2016
3. Bradley Cantrell & Wes Michaels, Digital Drawing for Landscape Architecture, Second edition, Wiley 2015 (online)
4. Bradley Cantrell & Natalie Yates, Modeling the Environment: Techniques and Tools for the 3D Illustration of Dynamic Landscapes, Wiley 2012 (online)
5. Stephen Ervin & Hope Hasbrouck, Landscape Modeling: digital techniques for landscape visualization, McGraw-Hill Professional architecture, 2001

Course Schedule:

Rendering + Photoshop

Week 1 & 2	Rendering basic	Assignment #1	**DUE:**	Tue. Week 3
Week 3 & 4	Rendering_Sectional Diagram	Assignment #2		Tue. Week 5
Week 5 & 6	Rendering_Photorealism Perspective	Assignment #3		Tue. Week 7

Midterm Project

		Assignment #4		Fri. Week 8
Week 7 & 8	Midterm Project (studio related)			
Week 9	Spring Break			

Grasshopper + Digital Fabrication

Week 10	Grasshopper basic	Assignment #5	**DUE:**	Tue. Week 10
Week 11 & 12	Grasshopper + Digital fabrication_Object	Assignment #6		Tue. Week 13
Week 13 & 14	Grasshopper + Digital fabrication_Terrain	Assignment #7		Fri. Week 14

Final Project

Week 15 & 16	Final Project (studio related)	Assignment #8		Fri. Week 16

UF POLICIES

Student Accommodations:

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.

Academic Honesty:

The University requires all members of its community to be honest in all endeavors. When students enroll at UF they commit themselves to honesty and integrity. The faculty of Landscape Architecture fully expects you to adhere to the academic honesty guidelines you signed when you were admitted to UF. In completing the registration form at the University of Florida, every student has signed the following statement:

"I understand the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University."

Furthermore, on work submitted for credit by all UF students, the following pledge is either required or implied:

"On my honor, I have neither given nor received unauthorized aid in doing this assignment."

It is to be assumed that all work will be completed independently unless the assignment is defined as a group project by the professor. This does not mean that students cannot help one another in learning material, but all work that is turned in must be independent work of that individual.

Misrepresentation or plagiarism, such as claiming another's work to be one's own, refers to graphic, images, and design work as well as written work. Submitting work from one course to fulfill the requirements of another (unless expressly allowed by the instructor) is also misrepresentation.

The University Honor Code and the Department of Landscape Architecture Academic Honesty Policy are to be followed to the letter. Any students found to have cheated, plagiarized, or otherwise violated the Honor Code in any assignment will be punished according to the severity of the act and may be referred to the Honor Court. It is each student's responsibility to report any infraction, and it is expected that each faculty will report all infractions as well.

For more information, see http://www.chem.ufl.edu/~itl/honor.html and the Department of Landscape Architecture Academic Honesty Policy.

Netiquette: Communication Courtesy

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats or a description of what is expected and what will occur as a result of improper behavior see http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf.

Religious Holidays

The university calendar does not include observance of any religious holidays. The Florida Board of Governors and state law govern university policy regarding observance of religious holidays. Students shall be excused from class or other

scheduled academic activity to observe a religious holy day of their faith with prior notification to the instructor. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances.

University's Syllabus Policy:

The University's complete Syllabus Policy can be found at:
http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi_policy.pdf

GETTING HELP

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at:
> Learning-support@ufl.edu
> (352) 392-HELP - select option 2
> https://lss.at.ufl.edu/help.shtml

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at http://www.distance.ufl.edu/getting-help for:
> Counseling and Wellness resources
> Disability resources
> Resources for handling student concerns and complaints
> Library Help Desk support

Should you have any complaints with your experience in this course please visit http://www.distance.ufl.edu/student-complaints to submit a complaint.

Counseling Resources:

Students experiencing crisis or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. Both the Counseling Center and Student Mental Health provide confidential counseling services at no cost for currently enrolled students. The Counseling Center is located at 301 Peabody Hall (next to Criser Hall). Student Mental Health is located on the second floor of the Student Health Services in the Infirmary. For further information on services and how to make an appointment, call the Counseling Center at 392-1575 or Student Mental Health at 392-1171. See the following web sites for additional resources: Counseling Center: www.counsel.ufl.edu and Student Mental Health: http://www.hsc.ufl.edu/shcc/smhs.htm

U Matter, We Care:

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.