



# POPM\*6350 Safety of Foods of Animal Origins

Fall 2020

Section: DE

Department of Population Medicine  
Credit Weight: 0.50

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## Course Details

### Calendar Description

The detection, epidemiology, human health risk, and control of hazards in food of animal origin.

**Pre-Requisite(s):** None

**Co-Requisite(s):** None

**Restriction(s):** None

**Method of Delivery:** Online

### Final Exam

There is no final exam in this course.

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## Instructional Support

### Instructor

**Scott McEwen**

**Email:** [smcewen@uoguelph.ca](mailto:smcewen@uoguelph.ca)

**Telephone:** (519) 824-4120 Ext. 54751

**Office:** OVC Clinical Research Building (CRB) (sign states "Population Medicine"), Room 201

My name is Scott McEwen. I obtained my DVM and Doctor of Veterinary Science degrees from the University of Guelph. I am currently a Professor in the Department of Population Medicine, Ontario Veterinary College. My research focuses on the epidemiology of foodborne infections in food animal populations, particularly *E. coli* and antibiotic resistant organisms, but

also *Salmonella* and other pathogens. Since 1986 I have taught food safety to veterinary students and graduate students in a variety of degree programs and have been the principal research advisor of over 60 graduate students. I am author or co-author of over 260 publications in refereed scientific journals, mostly related to food safety, and have delivered invited research presentations in nine countries. I serve on several national and international public health and food safety committees and boards.

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## Learning Resources

### Required Textbook

**Title:** Food Safety Handbook

**Author(s):** Schmidt, R. H. & Rodrick, G. E. (eds.)

**Edition / Year:** 2003

**Publisher:** John Wiley & Sons, Inc.

**ISBN:** 9780471721598

**Note:** This textbook is available to students via **Ares**.

### Course Website

[CourseLink](#) (powered by D2L's Brightspace) is the course website and will act as your classroom. It is recommended that you log in to your course website every day to check for announcements, access course materials, and review the weekly schedule and assignment requirements.

<https://courselink.uoguelph.ca>

### Ares

For this course, you will be required to access course reserve materials through the University of Guelph McLaughlin Library. To access these items, select **Ares** on the navbar in CourseLink. Note that you will need your Central Login ID and password in order to access items on reserve.

For further instructions on accessing reserve resources, visit [How to Get Course Reserve Materials](#).

If at any point during the course you have difficulty accessing reserve materials, please contact the e-Learning Operations and Reserve Services staff at:

Tel: 519-824-4120 ext. 53621

Email: [libres2@uoguelph.ca](mailto:libres2@uoguelph.ca)

Location: McLaughlin Library, First Floor, University of Guelph

<https://v2.lib.uoguelph.ca/find/course-reserves-ares/how-get-course-reserve-material>

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# Learning Outcomes

## Course Learning Outcomes

The goals of this course are to study the principles and practice of food safety, with emphasis on foods of animal origin. The detection, epidemiology, human health risk and control of hazards in foods will be discussed. This course will be multidisciplinary, with emphasis on the microbiological, chemical, esthetic and toxic hazards in foods. This course is designed to assist individuals engaged in food safety activity in protecting the public health from hazards in foods.

By the end of this course, you should be able to:

1. List important microbiological, chemical and physical food safety hazards that can occur in foods, and describe their implications to human health;
2. Identify and describe the sources of food safety hazards in foods, factors affecting multiplication or reduction in exposure to humans, and methods of inspection and control;
3. Analyze and interpret basic qualitative food safety data, draw conclusions and formulate recommendations;
4. Work with others to evaluate the food safety perspectives of various participants in the farm-to-fork continuum and to synthesize optimal food safety strategies; and
5. Address basic food safety problems through analysis and research. Obtain, critically assess and synthesize knowledge from relevant sources in order to identify and prioritize potential solutions, and effectively communicate the findings and recommendations in written format.

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# Teaching and Learning Activities

## Method of Learning

The course is available in distance format only. It is divided into 12 units that correspond to weeks in the semester. Each unit contains learning objectives which are achieved by reading the assigned book chapters and articles, performing the specific activities, participating in weekly online discussions, and by completing the individual and group assignments. The unit activities and assignments include exercises to develop skills in problem identification and solving, qualitative risk characterization, data analysis, synthesis and consensus building.

## Course Structure

Unit 01: General Overview and Production Chain for Foods of Animal Origin

Unit 02: Farm to Fork Food Safety

Unit 03: Characterization of Food Risks

Unit 04: Food Safety Policy

Unit 05: Food Safety Surveillance Systems

Unit 06: Biological Hazards – Bacteria

Unit 07: Biological Hazards – Parasites, Viruses, and Prions

Unit 08: Chemical Hazards

Unit 09: System for Risk Management – Pre-Harvest

Unit 10: Systems for Risk Management – Post-Harvest; Slaughter & Primary Processing; Raw Meat & Poultry

Unit 11: Systems for Risk Management – Post-Harvest: Further Processing, Retail & Food Service

Unit 12: Integrated Pathogen Reduction Programs and International Programs

## Schedule

### Unit 01: General Overview and production Chain for Foods of Animal Origin

#### Week 1 - Thursday, September 10 to Sunday, September 20

##### Readings

- Unit 01 Content
- Textbook: Chapter 1 (pp. 3-9)
- Ares:
  - Sørensen, J.T., Edwards, S., Noordhuizen, J., & Gunnarsson S. (2006).
  - Sofos, J. (2008).
  - Steinfeld, H., Wassenaar, T., & Jutzi, S. (2006).
- Additional resources listed under this unit's **Weekly Readings** page

##### Activities

- Familiarize yourself with the course website by reviewing the **Start Here** section of the course.
- Review the **Outline** and **Assessments** sections on the course website to learn about course expectations, assessments, and due dates.
- Confirm your access to the course reserve materials by selecting **Ares** on the navbar.

### Unit 02: Farm to Fork Food Safety

#### Week 2 - Monday, September 21 to Sunday, September 27

##### Readings

- Unit 02 Content
- Ares:
  - Forshell, L. P., Wierup, M. (2006).
- Additional resources listed under this unit's **Weekly Readings** page

## Unit 03: Characterization of Food Risks

### Week 3 – Monday, September 28 to Sunday, October 4

#### Readings

- Unit 03 Content
- Textbook: Chapter 2 (pp. 11-18), and Chapter 3 (pp. 19-46)
- Ares:
  - Krebs, J. R. (2005).
  - World Health Organization. (1995).
- Additional resources listed under this unit's **Weekly Readings** page

#### Activities

- Select a topic for **Capstone Project**

## Unit 04: Food Safety Policy

### Week 4 – Monday, October 5 to Sunday, October 11

#### Readings

- Unit 05 Content
- Textbook: Chapter 15 (pp. 277-290), and Chapter 19 (pp. 363-363)
- Ares:
  - Thomas, M. K., et al. (2013).
  - Tamblyn, S. E. (2000).
  - Williams, R. C. et al. (2000).
- Additional resources listed under this unit's **Weekly Readings** page

#### Assessments

- **Food Safety Policy: Policy Group Report**  
Due: Friday, October 9 by 17:00 pm ET

## Unit 05: Food Safety Surveillance Systems

### Week 5 – Monday, October 12 to Sunday, October 18

#### Readings

- Unit 05 Content
- Ares:
  - Sargeant, J. M. et al. (2007).
  - Lusk, J. et al. (2011).
- Additional resources listed under this unit's **Weekly Readings** page

## Assessments

- **Food Safety Policy: Policy Group Summary Posting**  
Due: Friday, October 16 by 12:00 pm ET
- **Food Safety Policy: Policy Group Report**  
Due: Sunday, October 18 by 11:59 pm ET

## Unit 06: Biological Hazards - Bacteria

### Week 6 – Monday, October 19 to Sunday, October 25

#### Readings

- Unit 06 Content
- Textbook: Chapter 8 (pp. 127-135), Chapter 9 (pp. 137-156), and Chapter 10 (pp. 157-185)
- Ares:
  - Newell, D., et al. (2010).
  - Wagenaar, J. A., Mevius, D. J., & Havelaar, A. H. (2006).
- Additional resources listed under this unit's **Weekly Readings** page

## Unit 07: Biological Hazards – Parasites, Viruses, and Prions

### Week 7 – Monday, October 26 to Sunday, November 1

#### Readings

- Unit 07 Content
- Textbook: Chapter 10 (pp. 185-191)
- Ares:
  - Doherr, M. G. (2003).
  - Murrell, K. D. (2013).

## Unit 08: Chemical Hazards

### Week 8 – Monday, November 2 to Sunday, November 8

#### Readings

- Unit 08 Content
- Textbook: Chapter 12 (pp. 213-232), Chapter 13 (pp. 233-264), Chapter 16 (pp. 291-314)
- Ares:
  - Smith-Spangler, C. et al. (2012).
- Additional resources listed under this unit's **Weekly Readings** page

## Assessments

- **Food Safety Risk Characterization**  
Due: Sunday, November 8 by 11:59 pm ET

## Unit 09: Systems for Risk Management – Pre-Harvest

### Week 9 – Monday, November 9 to Sunday, November 15

#### Readings

- Unit 09 Content
- Textbook: Chapter 20 (pp. 363-379)
- Ares:
  - Adam, K. & Brulisauer, F. (2010).
  - Council for Agricultural Science and Technology. (2004).
- Additional resources listed under this unit's **Weekly Readings** page

## Unit 10: Systems for Risk Management – Post-Harvest; Slaughter & Primary Processing; Raw Meat & Poultry

### Week 10 – Monday, November 16 to Sunday, November 22

#### Readings

- Unit 10 Content
- Textbook: Chapter 25 (pp. 443-452), Chapter 21 (pp. 383-402), Chapter 22 (pp. 403-410)
- Ares:
  - Aung, M.M., & Chang, Y.S., (2014).
- Additional resources listed under this unit's **Weekly Readings** page

## Unit 11: Systems for Risk Management – Post-Harvest: Further Processing, Retail & Food Service

### Week 11 – Monday, November 23 to Sunday, November 29

#### Readings

- Unit 11 Content
- Textbook: Chapter 26 (pp. 455-522), Chapter 27 (pp. 523-548), Chapter 28 (pp. 549-569)
- Ares:
  - Lianou, A. & Sofos, J. N., (2007).
  - Farber, J., Kozaka, G. K., & Duquette, S. (2011).
- Additional resources listed under this unit's **Weekly Readings** page

## Assessments

- **Capstone Project**  
Due: Sunday, November 29 by 11:59 pm ET

## Unit 12: Integrated Pathogen Reduction Programs and International Programs

### Week 12 – Monday, November 30 to Friday, December 4

#### Readings

- Unit 12 Content
- Textbook: Chapter 17 (pp. 325-336), and Chapter 38 (pp. 793-800)
- Ares:
  - Rajic, A. et al. (2007).
  - Hathaway, S. C. (2013).
  - Wegener, H. C. (2010).
- Additional resources listed under this unit's **Weekly Readings** page

#### Assessments

- **Online Discussion Summary**  
Due: Friday, December 4 by 11:59 pm ET

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## Assessment

The grade determination for this course is indicated in the following table. A brief description of each assessment is provided below. Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details of each assignment. Due dates for each assessment can be found under the schedule heading of this outline.

**Table 1: Course Assessment**

<b>Assessment Item</b>	<b>Weight</b>
Online Discussions & Summary	15%
Food Safety Policy	15%
Food Safety Risk Characterization	35%
Capstone Project	35%
<b>Total</b>	<b>100%</b>



## Assessment Descriptions

### Online Discussions & Summary

Active participation in discussion is an important part of the course. The discussion questions are designed to stimulate thought, learning and skill development in areas that pertain to the weekly units. Students will be evaluated on their participation in the discussions (10%) and are responsible for submitting a 3-page report on their participation (5%).

### Food Safety Policy

For this exercise, you will each be assigned to two different groups, an Expert Group that will discuss and develop a position paper on the policy question, and a policy group composed of one or two members from each expert group. The policy group is to discuss and debate the policy question and try to achieve consensus concerning the best official policy for Canada. Grade is based on assessment of expert and policy group reports, individual contributions and peer assessments.

### Food Safety Risk Characterization

The purpose of this assignment is to develop a commodity flow chart, to identify a hazard, and perform a qualitative exposure assessment.

### Capstone Project

In this assignment you are expected to select a problem from a list that will be provided to you, then analyze the problem, suggest and rank possible solutions (after identifying and describing ranking criteria), identify the roles of different stakeholders in the optimal solution (at the local, regional, national and international levels, as appropriate), and identify and discuss potential barriers to your solutions, and ways around those barriers.

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## Course Technology Requirements and Technical Support

### CourseLink System Requirements

You are responsible for ensuring that your computer system meets the necessary [system requirements](#). Use the [browser check](#) tool to ensure your browser settings are compatible and up to date. (Results will be displayed in a new browser window).

<http://spaces.uoguelph.ca/ed/system-requirements/>

<https://courselink.uoguelph.ca/d2l/systemCheck>

### Technical Skills

As part of your online experience, you are expected to use a variety of technology as part of your learning:

- Manage files and folders on your computer (e.g., save, name, copy, backup, rename, delete, and check properties);

- Install software, security, and virus protection;
- Use office applications (e.g., Word, PowerPoint, Excel, or similar) to create documents;
- Be comfortable uploading and downloading saved files;
- Communicate using email (e.g., create, receive, reply, print, send, and download attachments);
- Navigate the CourseLink learning environment (the instructions for this are given in your course);
- Communicate using a discussion board (e.g., read, search, post, reply, follow threads) in the CourseLink website;
- Upload assignments using the **Dropbox** tool in the CourseLink website;
- Access, navigate, and search the Internet using a web browser (e.g., Firefox, Internet Explorer); and
- Perform online research using various search engines (e.g., Google) and library databases.

## Technical Support

If you need any assistance with the software tools or the CourseLink website, contact CourseLink Support.

### CourseLink Support

University of Guelph

Day Hall, Room 211

Email: [courselink@uoguelph.ca](mailto:courselink@uoguelph.ca)

Tel: 519-824-4120 ext. 56939

Toll-Free (CAN/USA): 1-866-275-1478

### Walk-In Hours (Eastern Time):

Monday thru Friday: 8:30 am–4:30 pm

### Phone/Email Hours (Eastern Time):

Monday thru Friday: 8:30 am–8:30 pm

Saturday: 10:00 am–4:00 pm

Sunday: 12:00 pm–6:00 pm

## Course Specific Standard Statements

### Acceptable Use

The University of Guelph has an [Acceptable Use Policy](#), which you are expected to adhere to.

<https://www.uoguelph.ca/ccs/infosec/aup>

### Communicating with Your Instructor

During the course, your instructor will interact with you on various course matters on the course website using the following ways of communication:

- **Announcements:** The instructor will use **Announcements** on the Course Home page to provide you with course reminders and updates. Please check this section frequently for course updates from your instructor.
- **Ask Your Instructor Discussion:** Use this discussion forum to ask questions of your instructor about content or course-related issues with which you are unfamiliar. If you encounter difficulties, the instructor is here to help you. Please post general course-related questions to the discussion forum so that all students have an opportunity to review the response. To access this discussion forum, select **Discussions** from the **Tools** dropdown menu.
- **Email:** If you have a conflict that prevents you from completing course requirements, or have a question concerning a personal matter, you can send your instructor a private message by email. The instructor will respond to your email within 48 to 72 hours.
- **Skype:** If you have a complex question you would like to discuss with your instructor, you may book a Skype meeting. Skype meetings depend on the availability of you and the instructor, and are booked on a first come first served basis.

## Netiquette Expectations

For distance education courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

Inappropriate online behaviour will not be tolerated. Examples of inappropriate online behaviour include:

- Posting inflammatory messages about your instructor or fellow students;
- Using obscene or offensive language online;
- Copying or presenting someone else's work as your own;
- Adapting information from the Internet without using proper citations or references;
- Buying or selling term papers or assignments;
- Posting or selling course materials to course notes websites;
- Having someone else complete your quiz or completing a quiz for/with another student;
- Stating false claims about lost quiz answers or other assignment submissions;
- Threatening or harassing a student or instructor online;
- Discriminating against fellow students, instructors, and/or TAs;
- Using the course website to promote profit-driven products or services;
- Attempting to compromise the security or functionality of the learning management system; and
- Sharing your username and password.

## Submission of Assignments to Dropbox

Assignments for this course should be submitted electronically via the online **Dropbox** tool. When submitting your assignments using the **Dropbox** tool, do not leave the page until your assignment has successfully uploaded. To verify that your submission was complete, you can view the submission history immediately after the upload to see which files uploaded successfully. The system will also email you a receipt. Save this email receipt as proof of submission.

Be sure to keep a back-up copy of all of your assignments in the event that they are lost in transition. In order to avoid any last-minute computer problems, your instructor strongly recommend you save your assignments to a cloud-based file storage (e.g., Google Docs), or send to your email account, so that should something happen to your computer, the assignment could still be submitted on time or re-submitted.

It is your responsibility to submit your assignments on time as specified in the schedule section of this outline. Be sure to check the technical requirements and make sure you have the proper computer, that you have a supported browser, and that you have reliable Internet access. Remember that **technical difficulty is not an excuse not to turn in your assignment on time**. Don't wait until the last minute as you may get behind in your work.

If, for some reason, you have a technical difficulty when submitting your assignment electronically, please contact your instructor or [CourseLink Support](#).

<http://spaces.uoguelph.ca/ed/contact-us/>

## Late Policy

If you choose to submit your individual assignments to the **Dropbox** tool late, the full allocated mark will be reduced by 10% per day after the deadline for the submission of the assignment to a limit of six days at which time access to the **Dropbox** folder will be closed.

Extensions will be considered for medical reasons or other extenuating circumstances. If you require an extension, discuss this with the instructor as soon as possible and well before the due date. Barring exceptional circumstances, extensions will not be granted once the due date has passed. These rules are not designed to be arbitrary, nor are they inflexible. They are designed to keep you organized, to ensure that all students have the same amount of time to work on assignments, and to help to return marked materials to you in the shortest possible time.

## Obtaining Grades and Feedback

Unofficial assessment marks will be available in the **Grades** tool of the course website.

Your instructor will have grades posted online within 2 weeks of the submission deadline, if the assignment was submitted on time. Once your assignments are marked you can view your grades on the course website by selecting **Grades** from the **Tools** dropdown menu on the navbar. Your course will remain open to you for seven days following the last day of the final exam period.

University of Guelph degree students can access their final grade by logging into [WebAdvisor](#) (using your U of G central ID). Open Learning program students should log in to the [OpenEd Student Portal](#) to view their final grade (using the same username and password you have been using for your courses).

<https://webadvisor.uoguelph.ca/>

<https://courses.opened.uoguelph.ca/portal/logon.do?method=load>

## **Rights and Responsibilities When Learning Online**

For distance education (DE) courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

For more information on your rights and responsibilities when learning in the online environment, visit [Rights and Responsibilities](#).

<http://opened.uoguelph.ca/student-resources/rights-and-responsibilities>

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## **University of Guelph: Graduate Policies**

As a student of the University of Guelph, it is important for you to understand your rights and responsibilities and the academic rules and regulations that you must abide by.

If you are a registered **University of Guelph Degree Student**, consult the [Graduate Calendar](#) for the rules, regulations, curricula, programs and fees for current and previous academic years.

If you are an **Open Learning Program Student**, consult the [Open Learning Program Calendar](#) for information about University of Guelph administrative policies, procedures and services.

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## **Email Communication**

### **University of Guelph Degree Students**

As per university regulations, all students are required to check their uoguelph.ca e-mail account regularly: e-mail is the official route of communication between the University and its students.

### **Open Learning Program Students**

Check your email account (the account you provided upon registration) regularly for important communications, as this is the primary conduit by which the Open Learning and Educational Support will notify you of events, deadlines, announcements or any other official information.

## **When You Cannot Meet Course Requirements**

When you find yourself unable to meet an in-course requirement due to illness or compassionate reasons, please advise your course instructor (or designated person such as a teaching assistant) **in writing**, with your name, ID number and email contact.

### **University of Guelph Degree Students**

Review the Graduate Calendar for information on regulations and procedures for [Academic Consideration](#).

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

## **Open Learning Program Students**

Please refer to the [Open Learning Program Calendar](#) for information on regulations and procedures for requesting Academic Consideration.

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## **Drop Date**

### **University of Guelph Degree Students**

Students will have until the last day of classes to drop courses without academic penalty. [Review the Graduate Calendar for regulations and procedures for Dropping Courses](#).

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

### **Open Learning Program Students**

Please refer to the [Open Learning Program Calendar](#).

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## **Copies of Out-of-Class Assignments**

Keep paper and/or other reliable back-up copies of all assignments: you may be asked to resubmit work at any time.

## **Accessibility**

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment.

### **University of Guelph Degree Students**

Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact Accessibility Services as soon as possible.

For more information, contact Accessibility Services at 519-824-4120 ext. 56208, [email Accessibility Services](#) or visit the [Accessibility Services website](#).

[accessibility@uoguelph.ca](mailto:accessibility@uoguelph.ca)

<https://wellness.uoguelph.ca/accessibility/>

## Open Learning Program Students:

If you are an Open Learning program student who requires academic accommodation, please [contact the Academic Assistant to the Director](#). Please ensure that you contact us before the end of the first week of your course (every semester) in order to avoid any delays in support. Documentation from a health professional is required for all academic accommodations. Please note that all information provided will be held in confidence.

If you require textbooks produced in an alternate format (e.g., DAISY, Braille, large print or eText), please [contact the Academic Assistant to the Director](#) at least two months prior to the course start date. If contact is not made within the suggested time frame, support may be delayed. It is recommended that you refer to the course outline before beginning your course in order to determine the required readings.

The provision of academic accommodation is a shared responsibility between OpenEd and the student requesting accommodation. It is recognized that academic accommodations are intended to “level the playing field” for students with disabilities.

jessica.martin@uoguelph.ca

## Academic Misconduct

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

The [Academic Misconduct Policy](#) is detailed in the Graduate Calendar.

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

## Copyright

All content within this course is copyright protected. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course, or have been copied under an exception or limitation in Canadian Copyright law.

The fair dealing exemption in Canada's Copyright Act permits students to reproduce short excerpts from copyright-protected materials for purposes such as research, education, private study, criticism and review, with proper attribution. Any other copying, communicating, or distribution of any content provided in this course, except as permitted by law, may be an infringement of copyright if done without proper license or the consent of the copyright owner. Examples of infringing uses of copyrighted works would include uploading materials to a commercial third party web site, or making paper or electronic reproductions of all, or a substantial part, of works such as textbooks for commercial purposes.

Students who upload to CourseLink copyrighted materials such as book chapters, journal articles, or materials taken from the Internet, must ensure that they comply with Canadian Copyright law or with the terms of the University's electronic resource licenses.

For more information about students' rights and obligations with respect to copyrighted works, review [Fair Dealing Guidance for Students](#).

[http://www.lib.uoguelph.ca/sites/default/files/fair\\_dealing\\_policy\\_0.pdf](http://www.lib.uoguelph.ca/sites/default/files/fair_dealing_policy_0.pdf)

## **Graduate Student Responsibilities**

From the choice of Advisor, choice of research project and through to degree completion, graduate students must recognize that they carry the primary responsibility for their success. The responsibilities assigned to Advisors, Advisory Committees and Departments provide the framework within which students can achieve success. Students should take full advantage of the knowledge and advice that the Advisor and Advisory Committee have to offer and make the effort to keep the lines of communication open. The [Graduate Student Responsibilities](#) are located in the Graduate Calendar.

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

## **General Regulations**

Graduate students are expected to be familiar with the [General Regulations](#) in the Graduate Calendar, including those related to university-wide policies on admission, registration, graduation, theses, fees and other subjects of importance to graduate students.

<https://www.uoguelph.ca/registrar/calendars/graduate/current/>

## **Plagiarism Detection Software**

Students should be aware that faculty have the right to use software to aid in the detection of plagiarism or copying and to examine students orally on submitted work. For students found guilty of academic misconduct, serious penalties, up to and including suspension or expulsion from the University can be imposed.

## **Recording of Materials**

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.