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# COURSE NUMBER AND TITLE

# FRE 5

## COURSE DESCRIPTION

## COURSE DETAILS

**Lectures**: Times/Days

**Labs**: If applicable

Check the MFRE Schedule regularly for updates.

## INSTRUCTOR

**Instructor**: Name and Contact email (indicate if you prefer email through Canvas or UBC email)

**Office** **hours**: Time and Location

Course Assistant:

## LEARNING OUTCOMES

Please review the Learning Outcomes each year to ensure they align with your course goals.

By the end of this course, students will be able to:

1. [Identify / explain / apply / analyze / integrate / evaluate / etc.] …
2. …

[Use actions and outcomes that are observable and measurable. Avoid unobservable outcomes such as “understand,” which can be reworded as “describe” or “explain.” [Refer to CTLT’s Resources](https://ctl.ok.ubc.ca/teaching-effectively/course-design/learning-outcomes/).]

## LEARNING MATERIALS

List any software, textbooks, or materials you will be using in the course. Online or Individual Readings can be listed on Canvas.

## ASSESSMENTS

|  |  |
| --- | --- |
| Assignments |  |
| Report & Presentation |  |
| Midterm |  |
| Participation |  |
| Final Exam |  |
| TOTAL |  |

## COURSE POLICIES

These are policies and assessment details that are specific to your course.

### Exam Policies

Note how you will allocate points if they miss an exam. e.g., missed midterm grades will be allocated to the final exam.

Calculator use and type.

### Assignments:

### Outline your policy for Late and/or Substandard Format Indicate if you accept late assignments or messy assignments, and if you do, what is the penalty?

### Participation

### Include a brief outline of how participation will be graded and include a rubric.

### Group Presentations/Reports:

### Indicate if one grade is applied for entire group or individual based on peer review.

### Rubrics should be provided for major reports and presentations to guide students.

### Plagiarism:

### Note what happens if there is an incidence of academic dishonesty. E.g., In addition to applying MFRE policies, a penalty of XX marks deducted per serious and XXYX deducted per minor concerns. Provide example of serious and minor if possible.

## COURSE SCHEDULE

Topic listing plus date/weeks and readings list per topic

Example:

|  |  |  |  |
| --- | --- | --- | --- |
| WEEKS | TOPIC | | READINGS |
| INTRODUCTION and CONTEXT | | |  |
| Week 1 | | Overview of the Course Syllabus  Context:   * Food and Resource Sectors Defined * Characteristics of the Food and Resource sector |  |
| FINANCIAL REPORTING AND ANALYSIS | | |  |
| Weeks 2/3/4/5/6 | Overview:   * Financial Management versus Accounting * Major Financial Statements, Terms, GAAP, Standards | | Readings on Canvas   * Financial Management * Depreciation * Balance Sheet   Additional Readings   * Financial Statements & Business Decisions |

## MFRE PROGRAM - COURSE PROTOCOL POLICIES

**Working with Others on an Assignment**

**You are encouraged to work with other students, but you must turn in your own individual assignment. If you have an answer that is too close to another student’s answer, this will be considered academic dishonesty and this will be handled according to the MFRE and UBC policies.**

**Recordings**

There is no required distribution of recordings of class. Recording will be provided based upon on the decision of the course instructor. Classes are designed as and are intended to be in-person.

**Copyright**

All materials of this course (course handouts, lecture slides, assessments, course readings, etc.) are the intellectual property of the instructor or licensed to be used in this course by the copyright owner. Redistribution of these materials by any means without permission of the copyright holder(s) constitutes a breach of copyright and may lead to academic discipline and could be subject to legal action. Further, audio or video recording of classes are not permitted without the prior consent of the instructor.

**Missing Classes/Labs**

Students are expected to attend all classes, labs, or workshops. If you cannot make it to a class, lab, or workshop due to a medical or personal emergency, email your Instructor, your Course Assistant, and Olivier Ntwali, MFRE Program Coordinator ahead of time to let them know.

**Respectfulness in the Classroom**

Students are expected to be respectful of their colleagues at all times, including faculty, staff and peers. This means being attentive and conscious of words and actions and their impact on others, listening to people with an open mind, treating all MFRE community members equally and understanding diversity.

**Respect for Equity, Diversity, and Inclusion**

The MFRE Program strives to promote an intellectual community that is enhanced by diversity along various dimensions including status as a First Nation, Métis, Inuit, or Indigenous person, race, ethnicity, gender identity, sexual orientation, religion, political beliefs, social class, and/or disability. It is expected that all students and members of our community conduct themselves with empathy and respect for others.

**Centre for Accessibility**

The [Centre for Accessibility](https://students.ubc.ca/about-student-services/centre-for-accessibility) (CfA) facilitates disability-related accommodations and programming initiatives designed to remove barriers for students with disabilities and ongoing medical conditions. If you are registered with the CfA and are eligible for exam accommodations, it is your responsibility to let Olivier Ntwali, Academic Program Coordinator, and each of your Course Instructors know. You should book your exam writing with the CFA using its [exam reservation system](https://students.ubc.ca/about-student-services/centre-for-accessibility#exam-reservation-system): for midterm exams or quizzes, at least 7 days in advance; and final exams, 7 days before the start of the formal exam period.

## MFRE PROGRAM - ACADEMIC HONESTY POLICIES

**Plagiarism and Academic Dishonesty**

Academic dishonesty and plagiarism are taken very seriously in the MFRE program. All incidences of plagiarism will be escalated to the MFRE Academic Director with penalties ranging from a mark of zero on the assignment, exam or course to being required to withdraw from the program. Note: If a student needs to extend his/her program due to a failed course or unsatisfactory progress, they will have to pay the full MFRE tuition fees for that term/s.

Academic misconduct that is subject to disciplinary measures includes, but is not limited, to the following:

* **Plagiarism**, which is intellectual theft, occurs where an individual submits or presents the oral or written work of another person as his or her own. Correct citations must be provided where applicable for all reports/assignments. In all MFRE courses, material will be submitted to a service which UBC subscribes to, called TurnItIn. This service checks textual material for originality. For more information, review the [TurnItIn website](https://www.turnitin.com/').
* **Using Generative Artificial Intelligence (AI) tools** like ChatGPT, Bard, or other Generative AI models to generate content or conduct analysis for evaluations, without proper citation and or if asked not to use AI, is considered plagiarism and academic misconduct. If students use AI in their submissions, they must cite the AI generator using citations consistent with the UBC Academic Honesty Standards.
* **Cheating**, which may include, but is not limited to falsification of any material subject to academic evaluation, unauthorized collaborative work; or use of unauthorized means to complete an examination.
* **Working with Others on an Assignment** is encouraged, but you must turn in your own individual assignment. If you have an answer that is too close to another student’s answer, this will be considered academic dishonesty and a grade of zero will be applied and the matter handled according to the MFRE and UBC policies.
* **Resubmission** **of** **Material**, submitting the same, or substantially the same, essay, presentation, or assignment more than once (whether the earlier submission was at this or another institution) unless prior approval has been obtained from the instructor(s) to whom the assignment is to be submitted.
* **Use of Academic Ghostwriting Services**, including hiring of writing or research services and submitting papers or assignments as his or her own.

**Student Responsibility**: Students are responsible for informing themselves of the guidelines of acceptable and non-acceptable conduct for examinations and graded assignments as presented via MFRE Code of Conduct; MFRE Turn it in, Course Syllabus, MFRE Instructors; Canvas and UBC academic misconduct policies.

**Penalties for Academic Dishonesty**: Penalties for academic dishonesty are applied at the discretion of the MFRE program. Incidences of academic misconduct may result in a mark of zero on the assignment, examination, or course, required withdrawal from the program, and/or the matter being is referred to UBC Graduate Studies.

## LAND ACKNOWLEDGMENT

**UBC’s Point Grey Campus is located on the traditional, ancestral, and unceded territory of the xwməθkwəy̓əm (Musqueam) people. The land it is situated on has always been a place of learning for the Musqueam people, who for millennia have passed on their culture, history, and traditions from one generation to the next on this site.**