

University of Calgary
Department of Communication, Media and Film

COMS 401 (L02): Digital Citizenship
FALL 2022: September 6 to December 7 (excluding Nov 07-12)
Lecture: Tuesdays and Thursdays, 12:30 PM - 1:45 PM

Instructor:	Xenia Reloba de la Cruz
Office:	SS240
Email:	xenia.relobadelacruz@ucalgary.ca
Web Page:	D2L (access via MyUofC portal)
Office Hours:	In-person, Thursdays, 2:00-3:30 PM

Course Description

The course will focus on citizenship practices in digital media, emphasizing the role of social media platforms. Grounded on specific cases and following a seminar style, it will approach different forms of civic engagement, including citizen journalism and part of the influencer culture. A key concern in this course focuses on the evolution of the relationship between media and citizenship practices exploring the impact of datafication and surveillance in the latter.

Additional Information

The weekly schedule of topics and readings will be posted on D2L. Students are responsible for reading and following all course and university policies discussed in this outline.

Objectives of the Course

By the end of this course, students should be able to

1. Discuss core concepts concerning the relationship between digital media and citizenship.
2. Develop a critical perspective concerning the main aspects affecting citizenship within the digital era, and the role of digital citizens.
3. Integrate theory and everyday analysis in written assignments and group discussions grounded in media examples exemplifying digital citizenship practices.
4. Continue working on developing verbal and written analytic skills needed for undergraduate study.

Textbooks and Readings

All the readings or links to readings will be posted to D2L.

Learning Technologies and Requirements

To complete courses, University of Calgary students are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security and malware updates, with current antivirus software enabled.
- Broadband internet connection, and a current and updated web browser.

If you need access to other software programs to complete assignments, your instructor will provide relevant information and links.

If you have technical difficulties, contact IT support services. See <https://www.ucalgary.ca/pubs/calendar/current/student-campus-services-information-technologies-it.html>

Policy on the Use of Electronic Communication Devices

I recommend you bring your laptop or tablet to lectures for note-taking purposes. Occasionally, you may be asked to use your device for an in-class exercise. Please, do not use computer/tablet/phone for purposes unrelated to class.

I encourage you to familiarize yourself with the University's policy on the recording of lectures, which is outlined at <https://www.ucalgary.ca/pubs/calendar/current/e-6.html>, and carefully review the section on Instructor Copyright at the end of this outline. No audio or video recording is permitted in class without the prior permission of the professor.

Email policy:

I aim to answer all email inquiries as soon as possible during the weekdays, and within business hours. When sending me an email, please include the course number and the purpose in the subject line. If you want to discuss an assignment or any other concern about the course, I encourage you to meet with me in-person during office hours.

Late arrival to class: If, due to unexpected and/or justified circumstances, you are joining the class late, please enter quietly, and take the nearest seat available. It will be highly appreciated by your instructor and your classmates.

Assignments and Evaluation

Weight	Assessed Components	Due
20 %	Written reflection (450-500 words): Students will submit via Dropbox a reflection addressing the questions: Who is the digital citizen? What kind of practices make someone a digital citizen? Are you digital citizens? More details will be provided on D2L.	Tuesday, Sept. 20 (11:59 pm)
25 %	Group activity: In groups of 4-5, students will work on a creative project focused on the second section of the schedule of topics for this course ("Problems/challenges of digital citizenship"). They are encouraged to use creative formats (ex. 10-12 minutes podcast or video narrative; up to 850 words of	Friday, Oct. 28 (11:59 pm)

	<p>creative writing; create a website of approx. 5 pages including pictures AND/OR other multimedia forms) to approach the analysis of a media example. The project must include: 1. a preamble outlining the problem or challenge of digital citizenship that will center the analysis; 2. a brief presentation of a media example; 3. an analysis focused on the relationship between the chosen media example and the challenge or problem outlined on point 1; and 4. a document listing the references following APA style. More details will be posted on D2L.</p>	
5 %	<p>Essay outline (up to 350 words + references):</p> <p>Students will submit via D2L/Dropbox a one-page outline (point form) of their final essay. The outline must include: 1. the general topic of the essay; 2. the digital media example/case that will focus the essay; 3. a working thesis statement; 4. a brief rationale reflecting how they plan to develop their arguments in their final essay, and 5. a list of references containing a minimum of three (3) relevant, scholarly sources. More instructions will be posted on D2L.</p>	Thursday, Nov. 17 (11:59 pm)
15 %	<p>Participation mark:</p> <p>Participation will be comprised of two elements: the instructor's assessment based on students' participation in group discussions and activities (7.5%) and the students' self-assessment brief (up to 400 words, 7.5%).</p> <p>The <u>instructor's assessment</u> will consider the frequency and the quality of students' contribution to class and group discussions, and students will have the opportunity to check the instructor's assessment throughout the course via D2L.</p> <p>Students will submit via Dropbox a <u>self-assessment</u> brief where they summarize what they learned during the course by answering at least two (2) of the following questions:</p> <ol style="list-style-type: none"> 1. How has this course affected their perspective on digital citizenship? 2. Which aspects of this course were of most interest to them? 3. Which aspects remain obscure, and would they like to keep learning about? 4. How does digital citizenship affect their everyday life? <p>More instructions will be provided on D2L.</p>	<p>Instructor's assessment: Throughout the course</p> <p>Students' self-assessment brief: Friday, Dec. 2 (11:59 pm)</p>

35 %	<p>Final essay (1200-1500 words):</p> <p>This assignment will develop the ideas proposed in the essay outline, further elaborating on the thesis statement and the arguments based on the chosen media example. Students must use Times New Roman 12-point font, 1.5 line spacing, following APA style to format the document and the reference list. The aim should be to produce an in-depth original analysis of the topic and the specific media example, limiting descriptions to the minimum to provide some context. More instructions will be posted in D2L.</p> <p>Assignments submitted on deadline will receive detailed feedback, while assignments submitted after the deadline with an authorized extension will receive abbreviated feedback. Assignments submitted after the deadline without an approved extension will receive no written feedback and will be penalized as indicated in the Policy for Late Assignments in this outline.</p>	Tuesday, Dec. 6 (11:59 pm)
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Registrar-scheduled Final Examination: No

Note: You do not have to complete all the assignments and exams to receive a passing grade in this course. If you miss a component of the grade, please, reach out your instructor in a timely manner.

Submission of Assignments

Please submit all assignments by uploading them to the designated D2L Dropbox. *Always include your name and ID number on all assignments.* Be sure to keep a copy of each submitted assignment and to submit the proper version. *If, because of a mistake in your first submission you need to re-submit, please, clarify in a note that the current submission is the valid one.*

Private information related to individual students is treated with the utmost regard by University of Calgary faculty. Student assignments will be accessible only by the authorized course faculty, and personal information is collected in accordance with the *Freedom of Information and Protection of Privacy (FOIP) Act*. Please note that instructors may use audio or video recording for lesson capture, assessment of student learning, and self-assessment of teaching practices.

Policy for Late Assignments

Assignments submitted after the deadline may be penalized with the loss of 5% or a partial letter grade (e.g.: A- to B+) for each day late.

Student Accommodations

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS); SAS will process the request and issue

letters of accommodation to instructors. For information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation based on a protected ground other than disability should communicate this need in writing to their instructor. For the full policy on Student Accommodations, see <https://www.ucalgary.ca/legal-services/university-policies-procedures/student-accommodation-policy>

Students seeking accommodation for transient illnesses (e.g., the flu) or another legitimate reason should contact their instructors. Whenever possible, students should provide documentation to support their request; however, instructors may not require a medical note. For information on the use of a statutory declaration, see the *University Calendar*: <https://www.ucalgary.ca/pubs/calendar/current/m-1.html>

Expectations for Writing

Department policy directs that all written assignments and, to a lesser extent, written exam responses be assessed at least partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization and proper documentation of research sources. For further information, please refer to the *University of Calgary Calendar* section on writing across the curriculum: <http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

Grading & Department of Communication, Media and Film Grade Scale

The following table outlines the grade scale percentage equivalents used in the Department of Communication, Media and Film. In this course, point scores will be used to evaluate written assignments and group projects. Final grades are reported as letter grades. The letter grades will be converted to the midpoint values listed in the final column of the table below in calculating the final course grade.

Grade Point Value	Description	Grade	Dept of CMF grade scale equivalents*	Letter grade % equivalent for calculations*
4.00	Outstanding performance	A+	96 - 100%	98.0%
4.00	Excellent performance	A	90 - 95.99%	93.0%
3.70	Approaching excellent performance	A -	85 - 89.99%	87.5%
3.30	Exceeding good performance	B+	80 - 84.99%	82.5%
3.00	Good performance	B	75 - 79.99%	77.5%
2.70	Approaching good performance	B-	70 - 74.99%	72.5%
2.30	Exceeding satisfactory performance	C+	65 - 69.99%	67.5%
2.00	Satisfactory performance	C	60 - 64.99%	62.5%
1.70	Approaching satisfactory performance	C-	55 - 59.99%	57.5%

1.30	Marginal pass. Insufficient preparation for subsequent courses in the same subject	D+	53 - 54.99%	54.0%
1.00	Minimal pass. Insufficient preparation for subsequent courses in the same subject	D	50 - 52.99%	51.5%
0.00	Failure. Did not meet course requirements.	F	0 - 49.99%	0%

* Column 4: If percentages are used to calculate final grades, then grades falling within these ranges will be translated to the corresponding letter grades. Column 5: These percentage equivalents will be used for calculating final grades unless an alternative method of final grade calculation is outlined above.

Plagiarism

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. These requirements apply to all assignments and sources, including those in non-traditional formats such as Web pages or visual media.

You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. **In-text citations must be provided, and readers must be able to tell exactly where your words and ideas end, and other people's words and ideas begin.** Wording taken directly from a source must be enclosed within quotation marks (or, for long quotations, presented in the format prescribed by the documentation style you are using). Paraphrased information must not follow the original wording and sentence structure with only slight word substitutions here and there.

For information on citation and documentation styles (MLA, APA, Chicago, IEEE, etc.), visit the Student Success Centre resource links at <https://ucalgary.ca/student-services/student-success/writing-support> or the Purdue Online Writing Lab (OWL) Research and Citation Resources at https://owl.purdue.edu/owl/research_and_citation/resources.html

If you need help with your writing or have questions about citing sources, consult your instructor or visit the Student Success Centre, Taylor Family Digital Library. To book an appointment, go to <https://ucalgary.ca/student-services/student-success/writing-support>

Instructor Intellectual Property & Copyright Legislation

Course materials created by the instructor (including lectures, course outlines, presentations and posted notes, labs, case studies, assignments, and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed, or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the same course section and term may be allowed under fair dealing. Check with the instructor if you have any questions about sharing materials with classmates.

To ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes & electronic versions of textbooks), all students are required to read the *University of Calgary Policy on Acceptable Use of Material Protected by Copyright* at <https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-material-protected-copyright-policy> and the requirements of the *Copyright Act* (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

Academic Misconduct

For information on academic misconduct and its consequences, please see the *University of Calgary Calendar* at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

Research Ethics

Whenever you perform research with human participants, including surveys, interviews, or observations as part of your university studies, you are responsible for obtaining research ethics approval and for following university research ethics guidelines. In some cases, your instructors may apply for course-based research ethics approval for certain assignments, and in those cases, they must review and approve your research plans and supervise your research. For more information about your research ethics responsibilities, please see <https://arts.ucalgary.ca/research/arts-researchers/resources-researchers-and-instructors/ethics>

Deferrals of Course Work and Requests for Reappraisal

For university regulations and procedures related to deferral of term work, see <https://www.ucalgary.ca/pubs/calendar/current/g-7.html>

For information about deferrals of final examinations, see <https://www.ucalgary.ca/pubs/calendar/current/g-6.html>

For information about requesting a reappraisal of course work or of a final grade, see <https://www.ucalgary.ca/pubs/calendar/current/i.html>

Student Support Services and Resources

Please see <https://www.ucalgary.ca/registrar/registration/course-outlines> for information about student support services and resources, including Wellness and Mental Health Resources, Student Success programs and services, the Student Ombuds Office, the Student Union, and Safewalk. For resources on D2L, Zoom, Yuja, etc., see <https://elearn.ucalgary.ca/resources-for-students/>. (Find the topic menu under the icon to the left of the ELEARN banner.)

Schedule of Lecture Topics and Readings:

More detailed information on topics covered, assigned readings, and scheduled activities will be posted on D2L.