



INTD 207 Inspired to Lead: The Skills You Need

Course Syllabus (Winter 2024)

Professor

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Course Content

This is an online, mostly asynchronous course. All course content is delivered and available on eClass. Modules will be released on the Monday the week they are scheduled to be delivered. There are scheduled online seminars (see eClass for seminar updates throughout the term).

Contact

Direct all course-related inquiries to INTD207@ualberta.ca

Office Hours

See eClass for office hour availability from the instructional team

Course Description

Students will learn about practical skills that are important to be successful in leadership across various organizational settings and situations. Reflection and self-development are key components of the course. Open to all students. No prerequisites. It is recommended that students have completed at least 30 units of course weight towards their degree prior to registering in this course.

Prerequisites

None

Learning Outcomes

At the end of this course, you will have developed the following course specific skills or knowledge:

1. Demonstrate self-awareness with respect to leadership
2. Recognize the importance of empathy, compassion and diversity in modern day leadership thought
3. Develop communication strategies tailored to situation and audience
4. Demonstrate team building skills and strategies
5. Recognize the need for global and cultural intelligence
6. Develop an understanding of different leadership expectations in different fields
7. Demonstrate an understanding of your strengths and weaknesses as a leader and an appreciation of your lens when confronting a challenge in your field

Required Text

No textbook required. See eClass for online resources. You are responsible for keeping up with the readings prior to each class.

Grading

Final grading in this class is done on the basis of student achievement of the course and program outcomes. These outcomes are measured by the following assessments and learning goals:

Quizzes

Quizzes are multiple-choice, open-book, timed quizzes. They will be scheduled after every Theme (every 2-3 weeks). As a rule, they are due at 11:59pm on the Sunday before the next module opens. No extensions will be given to complete the quizzes. Quiz answers are not released.

The intended time for the quizzes is 50 minutes while the window to complete them is 2 hours. Therefore, students with approval from the Accessibility Resources center have been accommodated for any additional time required. Should you require accommodations beyond additional time, please inform the professor. Otherwise, no additional time or extensions are given on quizzes because the course is not cumulative therefore there is no academic merit to releasing quiz questions.

Seminars

4 Seminars each with a relevant assignment.

- You will be required to participate in 4 seminars throughout the course. They will be offered as **LIVE** and **REMOTE**. You are responsible for registering for one of the many possible times that will be offered. After your seminar participation, there will be an associated assignment to complete, generally due the week following the seminar (details on eClass).
- Late assignments will not be accepted and result in a zero
- Should you want to dispute a grade for the seminar assignment, a second TA will grade your paper and the second grade will stand whether higher or lower.
- Alternative: If you are unable to attend a seminar, an alternative assignment will be offered (see eClass for details). The alternative will be an essay-based research assignment. There is only ONE opportunity to complete the alternate assignment for any missed seminar. The alternate assignment is due on the same date and time as the scheduled seminar assignment.
- No late assignments will be accepted

Kritik Assignments

You will be graded anonymously by your peers, using a platform called Kritik. See eClass for an explanation for how your grade will be calculated. For each assignment you complete, you will also give feedback on assignments to 3 of your peers. Due to the collaborative nature of these self-reflections, late assignments will not be accepted, failure to complete on time will result in a zero.

Field Archetype Assignment

The Final Assignment in this course will be a creative submission that can be done with a group of students enrolled in the course or as an individual assignment. No different rubrics will be used if you complete the assignment individually. There are a series of prompts to frame your assignment that can be chosen, approval is not required if you choose one of the given prompts. It will be due the last day of

classes. No late assignments are accepted. See eClass for more information on all assignments and quizzes.

Any discussion of grading of any element of the course MUST be addressed within 1 week of the grade being posted for that element. Contact INTD207@ualberta.ca for more information.

Assessment	Value	Instances	Total
Quizzes	5% each	4	20%
Seminar Assignments	15% each	4	60%
Field Archetype Assignment	20%	1	20%

Grades reflect judgments of student achievement made by instructors and must correspond to the associated descriptor. These judgements are based on a combination of absolute achievement and relative performance in a class. Faculties may define acceptable grading practices in their disciplines. Such grading practices must align with the University of Alberta Assessment and Grading Policy and its procedures, which are available online at the University of Alberta Policies and Procedures Online (UAPPOL) website (<https://policiesonline.ualberta.ca>).

Course Grades Obtained by Undergraduate Students:

Descriptor	Letter Grade	Grade Point Value
Excellent	A+	4.0
	A	4.0
	A-	3.7
Good	B+	3.3
	B	3.0
	B-	2.7
Satisfactory	C+	2.3
	C	2.0
	C-	1.7
Poor	D+	1.3
	D	1.0
Failure	F or F4	0.0

Policies

Policy about course outlines can be found in the [Academic Regulations, Evaluation Procedures and Grading section](#) of the University Calendar.

Academic Integrity: The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the [Code of Student Behaviour](#) and avoid any behaviour which could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

Use of AI: Although some classes may be more permissive about the use of AI in academia, this course is about developing integrity and authenticity therefore the threshold and tolerance for use of AI or other

forms of plagiarism is particularly strict. This course has a simple policy – if it's not your words and/or not your ideas it is NOT okay. This includes limited use of translation software, grammar editing software and content generation software and systems.

Recordings: Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

Technology for Remote Learning:

To successfully participate in remote learning in this course, it is recommended that students have access to a computer with an internet connection that can support the tools and technologies the University uses to deliver content, engage with instructors, TAs, and fellow students, and facilitate assessment and examinations. Minimum requirements for participation in remote seminars is a working microphone and camera on your device. Students may access the Temporary Chromebook Lending program through the Library to obtain a compatible device if necessary

Please refer to [Technology for Remote Learning - For Students](#) for details. If you encounter difficulty meeting the technology recommendations, please email the Dean of Students Office (dosdean@ualberta.ca) directly to explore options and support.

Please contact the instructor by the add/drop deadline if you do not have access to the minimum technology recommended. The instructor will make arrangements for accommodating students who contact the instructor before this date. Failure to do so may result in a zero in any assessment that depends on the minimum technology.