School of Geography, Environment & Earth Sciences (SGEES)

GISC401: Foundations of Geographic Information Science (CRN: 23149)

Course Outline

This course provides an essential introduction to postgraduate GIS and its fundamentals for students taking the Masters/PGDip in GIS programmes. Students will cover a range of topics including conceptual models, representation, technology, data capture, appreciation of theory and critical spatial thinking. Students will participate in an intensive week long course where they will meet their peers and staff, and learn and practice new skills to take with them for the remainder of the course.

This course is taught by the University of Canterbury. Victoria University students have remote access for streamed lectures and online labs. The University of Canterbury Course Outline, which provides full course details including assessment and reading lists, is available at:


Course Co-ordinator, University of Canterbury:

Dr Femke Reitsma
Email: femke.reitsma@canterbury.ac.nz
Phone: (03) 364 2987 ext 4180

Programme Director, Victoria University:

Dr Mairead de Roiste
Room 215, Cotton Building
Email: mairead.deroiste@vuw.ac.nz
Phone: (04) 463 6431

Victoria University Tutorial Schedule:

Monday 10 – 11am, 5th to 26th March, 23rd to 28th May, Room AM103
GENERAL UNIVERSITY POLICIES AND STATUTES

Students should familiarise themselves with the University’s policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the *Victoria University Calendar* or the University’s policy website,

http://www.victoria.ac.nz/home/about/policy

Student and staff conduct

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University’s life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the Victoria policy website at:

http://www.victoria.ac.nz/home/about/policy

The Policy on Staff Conduct can be found at:

http://www.victoria.ac.nz/home/about/policy

Academic grievances

If you have any academic problems with your course you should talk to the tutor or lecturer concerned; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; The VUWSA Student Advocate is available to assist in this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievance Policy which is published on the Victoria website at:

http://www.victoria.ac.nz/home/about/policy

There is also a leaflet explaining the grievance process available from the AVC (Academic) website at:

http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx#grievances

Students with Impairments

Refer to the *Meeting the Needs of Students with Impairments Policy*, available on the University’s policy website http://www.victoria.ac.nz/home/about/policy

The University has a policy of reasonable accommodation of the needs of students with impairments. The policy aims to give students with disabilities the same opportunity as other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course
requirements, please contact the course coordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building:

   telephone: 463-6070

   email: disability@vuw.ac.nz

The name of your School’s Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

**Student Support**

Staff at Victoria want students to have positive learning experiences at the University. There are a number of support services available to help you directly if your academic progress is causing concern or if there are elements in your life that are affecting your ability to study. These include:

- Your course coordinator or programme director;
- Staff in your Faculty Student Administration Office Student Dedicated learning support through Student Learning Support Service; Kaiwawao Māori ;Maanaki Pihiphipinga; Disability Support Services and Victoria International;
- Wider holistic support through the Health Service; Counselling Service; Financial Support and Advice; Accommodation Service and Career Development and Employment. Find out more at [www.victoria.ac.nz/st_services/](http://www.victoria.ac.nz/st_services/) or email [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz);
- VUWSA employs a Student Advocate who deals with academic problems and provides support, advice and advocacy services, as well as training and supporting class representatives and faculty delegates. The Education Office is located on the ground floor, Student Union Building. Email [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz) or tel. 463-6716 or 463-6984.

**Academic Integrity and Plagiarism**

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University’s learning, teaching and research activities are based. Victoria University’s reputation for academic integrity adds value to your qualification. The University defines plagiarism as presenting someone else’s work as if it were your own, whether you mean to or not. ‘Someone else’s work’ means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
• Designs and ideas
• The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website: [www.victoria.ac.nz/home/studying/plagiarism.html](http://www.victoria.ac.nz/home/studying/plagiarism.html)

**Use of Turnitin**
Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine [http://www.turnitin.com](http://www.turnitin.com). Turnitin is an online plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted material on behalf of the University for detection of future plagiarism, but access to the full text of submissions is not made available to any other party.

**Communication of additional information**

Find key dates, explanations of grades and other useful information at [www.victoria.ac.nz/home/study](http://www.victoria.ac.nz/home/study). Find out about academic progress and restricted enrolment at [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress). The University’s statutes and policies are available at [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy), except qualification statutes, which are available via the Calendar webpage at [www.victoria.ac.nz/home/study/calendar](http://www.victoria.ac.nz/home/study/calendar) (See Section C). Further information about the University’s academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at [www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx](http://www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx)