



Please Note: This *Class Syllabus* is an important step in updating the format of our distance classes. If for any reason the *Class Syllabus* does not match the online class information, the *Class Syllabus* shall be taken as correct.

COURSE SYLLABUS

COURSE TITLE:	Woody Landscape Plants	TERM:	Winter 2018
COURSE CODE:	HORT 27	DELIVERY:	Online
COURSE SECTION:	W02, W06	START DATE:	Jan. 15, 2018
		END DATE:	Mar. 24, 2018

Course Description

The official course description and prerequisites are in the U of S Course and Program Catalogue available at <http://www.usask.ca/calendar/coursecat/>

Course Learning Outcomes

By the end of this class, students should be able to:

1. Classify landscape plants by usage and scientific classification systems.
2. Describe how scientific and common naming systems for plants have been derived and are used.
3. Use a plant key to identify woody plants.
4. Recognize woody plants by their morphological characteristics.

Course Overview

The course begins with a study of plant scientific classification, and you will learn how the system is used for naming plants.

Morphological plant identification characteristics are described in detail. The information is used to describe a selection of woody plants for the prairie landscape, which includes conifers and broad-leaved evergreen species, deciduous trees and deciduous shrubs.

A large portion of the course focuses on plant identification. It is difficult to learn the identification process during the winter months because many of a plant's landscape features are prominently displayed during the summer months. To circumvent the seasonal issue, you have been provided with photographs and learning activities within the course material to assist

you with visualization of the woody landscape plants featured in the course. Peruse books and websites for additional images of plant species highlighted in Module 3, Module 4 and Module 5. Search for images by the scientific name of a plant, for example, search for *Amelanchier alnifolia* instead of saskatoon berry.

As this is not a conceptual course but a factual course, the nature of the material requires a level of memorization unlike many other courses available in the PHC program. Do not be discouraged by the amount of material that you are required to memorize. Throughout the course modules, you will find links to flash cards that have been prepared for you to aid with some of the memorization process.

Your Instructor

Linda Matthews

Contact Information

Email: Blackboard Course Mail [**preferred method**]

You will communicate with me through the Blackboard Learning System Messages (Course Mail) on all matters. You can expect a reply, from the messages (Course Mail) tool, within 48 hours.

Phone: 306.664.9258

If you would like to speak with me directly, please call any day or time before 8 pm CST. Leave a message if I do not answer your call and I will get back to you as soon as possible.

Note: I will not be using your personal email for communication.

Please watch the messages (Course Mail) and announcements for information from me and the PHC office.

Profile

I am a retired instructor from the College of Agriculture and Bioresources. After 20+ years of working in government and industry administration, I took on a career change and pursued a degree in horticulture at the University of Saskatchewan. After graduation in 2003, I worked part-time in the Fruit Breeding and Research program at the U of S. While working in research, I was also the Coordinator for the U of S Master Gardener Program for a short time. I began my career as an instructor in the Department of Plant Sciences in September of 2008 and retired at the beginning of 2016. Throughout my horticulture and agronomy career I taught workshops, courses and laboratories in several programs. I continue to conduct horticulture and agronomy workshops for government institutions and chemical companies around the province.

Required Resources

Readings/Textbooks

Harris, J. G. & Harris, M. W. (2001). *Plant Identification Terminology: An Illustrated Glossary* (2d ed.). Payson, UT: Spring Lake Publishing.

Textbooks are available from the University of Saskatchewan Bookstore:

<http://www.usask.ca/bookstore/>

Mobile Access

Blackboard Mobile Learn™ is an app that is available on many devices including iOS® and Android™ for those occasional times when you may want mobile access.

It is still recommended that you use a laptop or desktop computer for the majority of your online studies.

Supplementary Resources

See the modules in Blackboard.

Class Schedule

Dates	Module	Readings	Due Dates
January 15 – 21 2018	Module 1 Plant Classification and Nomenclature	<p>Harris, J. G. & Harris, M. W. (2001). <i>Plant Identification Terminology: An Illustrated Glossary</i> (2d ed.). Payson, UT: Spring Lake Publishing. [Textbook; for the Glossary associated with Key Terms and Concepts in each module]</p> <p>Dirr, M. A. (2009). Classification and Nomenclature of Plants. <i>Manual of Woody Landscape Plants: Their Identification, Ornamental Characteristics, Culture, Propagation and Uses</i> (6th ed.). Champaign, Illinois: Stripes Publishing L. L. C., pp. xxxi-xxxix. [PDF in Blackboard]</p> <p>CrashCourse. (2012, June 4). <i>Taxonomy: Life's Filing System – Crash Course Biology #19</i>. (video). Available at: https://www.youtube.com/watch?v=F38BmgPcZ_I Length: 12:15. [for Learning Activity 1-1]</p> <p>Matthews, L. (2016). <i>What about the saskatoon berry?</i> [PDF in Blackboard for Learning Activity 1-2]</p> <p>Matthews, L. (2016). <i>Binomial Nomenclature</i>. (PowerPoints). [for Learning Activity 1-3]</p> <p>Extension eLearning, Utah State University. (2015, May 26). <i>Botany: Plant Classifications and Names</i>. (video). Available at: https://www.youtube.com/watch?v=1gfcXBr52Fo Length: 7:15. [for Learning Activity 1-4]</p>	<p>Syllabus Quiz</p> <p>Completion required to gain access to course materials. See evaluations section for more information.</p> <p>Introductory Post</p> <p>Due: Jan 21 2018 (not evaluated)</p>
January 22 – 31 2018	Module 2 Plant Morphology and Identification	<p>5 videos pertaining to Module 2</p> <p>See Blackboard for a complete list of the videos.</p> <p>Snyder, L. C. (1980). <i>Pinus</i> L. (Pine). <i>Trees and Shrubs for Northern Gardens</i>. Minneapolis: University of Minnesota Press, pp. 265-266. [PDF in Blackboard for Self-Test question 8]</p>	

February 1 – 11 2018	Module 3 Gymnosperm Morphology Gymnosperm and Broad-Leaf Evergreen Species Plant List	2 Videos pertaining to Module 3: Gymnosperm Morphology See Blackboard for a complete list of the videos 16 Videos pertaining to Module 3: Gymnosperm and Broad-Leaf Evergreen Species Plant List See Blackboard for a complete list of the videos	Discussion Posting 1 Due: Feb 4 2018 8:00 p.m. CST Midterm Exam Feb 10 2018
February 12 – 28 2018	Module 4 Deciduous Trees	26 Videos pertaining to Module 4 See Blackboard for a complete list of the videos North Dakota Tree Information Center. (n.d.). <i>North Dakota Tree Handbook</i> . Available at: https://www.ag.ndsu.edu/trees/handbook/ndhand-1.htm [for Module Instruction #7]	
March 1 – 18 2018	Module 5 Deciduous Shrubs	25 Videos pertaining to Module 5 See Blackboard for a complete list of the videos North Dakota Tree Information Center. (n.d.). <i>North Dakota Tree Handbook</i> . Available at: https://www.ag.ndsu.edu/trees/handbook/ndhand-1.htm [for Module Instruction #7]	Course Assignment Due: Mar 7 2018 @ 8:00 p.m. CST Discussion Posting 2 Due: Mar 18 2018 8:00 p.m. CST
March 19 – 24 2018	Course Review	Study for final exam	
Mar. 24, 2018	FINAL EXAM		Saturday, Mar. 24, 2018

Note: If for any reason the Class Syllabus Reading List does not match the Module Reading List, the Class Syllabus shall be taken as correct.

Grading Scheme

Syllabus Quiz	0%
Discussion Forums	5%
Midterm Exam	25%
Course Assignment	30%
Final Exam	40%
TOTAL	100%

Information on literal descriptors for grading at the University of Saskatchewan can be found at: <http://students.usask.ca/academics/grading/grading-system.php>

Please note: There are different literal descriptors for undergraduate and graduate students.

More information on the Academic Courses Policy on course delivery, examinations and assessment of student learning can be found at:

<http://policies.usask.ca/policies/academic-affairs/academic-courses.php>

The University of Saskatchewan Learning Charter is intended to define aspirations about the learning experience that the University aims to provide, and the roles to be played in realizing these aspirations by students, instructors and the institution. A copy of the Learning Charter can be found at: <https://teaching.usask.ca/about/policies/learning-charter.php>

Evaluation Components

Syllabus Quiz

Value: See Grading Scheme.

You must complete the Syllabus Quiz and achieve a score of 100% before you are given access to the Course Material. Click on “syllabus quiz” on the Blackboard class homepage.

Purpose: Designed to familiarize students with all components of the syllabus.

Discussion Forums

Value: See Grading Scheme

Due Date: See Class Schedule.

Purpose: Discussion forums encourage reflection and sharing of ideas that focus on the topics in the modules.

Description: Throughout the duration of the course two discussion questions will be posted.

Note: In the assignments and on the exams, attempt to answer all questions.

If you know only part of the answer, put it down and you may receive partial marks.

Midterm Exam

Value: See Grading Scheme

Date: See Class Schedule

Length: 1.25 hours

Purpose: The Midterm Exam will test your knowledge of material in Module 1, Module 2 and the Gymnosperm Morphology portion of Module 3.

Type: Online

Description: The midterm exam is closed book. The instructor will provide more detailed information about the exam components closer to the exam date. You will have a 12 - hour window to complete the exam beginning at 9:00 a.m. CST and ending

at 9:00 p.m. CST. Once you log into the exam, you will have 1.25 hours to complete the exam. You will have only one attempt to finish the exam. Once you are logged in, do not navigate out of the exam or to another window as you will be removed from the exam and will not be able to reenter.

Please note that online exams are viewed and treated the same as any other exam. Online exams are tracked and monitored for irregularities.

Any collusion, collaborating, copying, cheating or any form of academic misconduct is a very serious offence at the University of Saskatchewan and could result in suspension or expulsion from the university.

It is your responsibility to be familiar with the University of Saskatchewan policies and procedures on Academic Misconduct (<http://www.usask.ca/secretariat/student-conduct-appeals/academic-misconduct.php>) and Non-Academic Misconduct (<http://www.usask.ca/secretariat/student-conduct-appeals/non-academic-misconduct.php>).

Course Assignment: Plant Keys and Plant Characteristics

Value: See Grading Scheme

Due Date: See Class Schedule

Purpose: To apply the material in course modules.

Description: In this assignment you will use a key to identify plant species from written descriptions and choose species from a plant list and describe them based on scientific classification, morphological characteristics and other features.

Final Exam

Value: See Grading Scheme

Date: See Class Schedule

Length: 2.0 hours

Purpose: The final exam will cover material from all course modules.

Type: Online

Description: The final exam is closed book and comprehensive based on all course material. The instructor will provide more detailed information closer to the exam date. You will have a 24 - hour window to complete the exam. Once you log into the exam, you will have 2 hours to complete the exam. You will have only one attempt to finish the exam. Once you are logged in, do not navigate out of the exam or to another window as you will be removed from the exam and will not be able to reenter.

Submitting Assignments

Assignments need to be submitted electronically using the Blackboard Assignments Tool.

Save your file as “.doc” or “.docx” and submit it as an attachment in the Blackboard Assignments Tool. Further information is provided in your online course.

Please note that assignments need to be submitted by **8:00 p.m. CST** on the due date.

Note: You should keep a personal copy of all assignments submitted.

Additional Information

You must complete the Course Assignment, the Midterm Exam and the Final Exam in order to be eligible for a passing grade in this class.

Late Assignments

You are expected to submit assignments by the due date indicated in this Class Syllabus. If an assignment is not submitted on time, you will lose 2.5 marks from the 30 marks allocated to the assignment for each day an assignment is submitted after the due date. Assignments submitted beyond the Final Exam date will not be accepted.

Students with Disabilities

If you are a student needing accommodations based on a diagnosed disability (learning, medical, physical, and/or mental health), religion, family status (including pregnancy), and/or gender identity, you must register with Access and Equity Services (AES) in order to access AES programs and supports. <https://students.usask.ca/health/centres/access-equity-services.php> or 306-966-7273 or aes@usask.ca.

For AES exam accommodations please ensure that you fill out the AES Exam Accommodation form within the applicable deadlines.

(<https://students.usask.ca/health/aes/accommodations.php>)

Integrity Defined (from the Office of the University Secretary)

“Integrity is expected of all students in their academic work – class participation, examinations, assignments, research, practica – and in their non-academic interactions and activities as well.” (Office of the University Secretary)

It is your responsibility to be familiar with the University of Saskatchewan policies and procedures on Academic Misconduct (<http://www.usask.ca/secretariat/student-conduct-appeals/academic-misconduct.php>) and Non-Academic Misconduct (<http://www.usask.ca/secretariat/student-conduct-appeals/non-academic-misconduct.php>).

Copyright

Every effort has been made to trace ownership of all copyrighted material and to secure permission from copyright holders. In the event of any question arising as to the use of any material, we will be pleased to make the necessary corrections. The University of Saskatchewan copyright policy is available at <http://www.usask.ca/copyright/>

Module Objectives

See the Modules in Blackboard.

Acknowledgements

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