This guidebook is designed to provide an overview of Dalhousie Resources relevant to teaching and learning. Information in this guide is updated periodically, but please check with the relevant unit if discrepancies arise.

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Academic Advising
https://www.dal.ca/campus_life/academic-support/advising.html

Advisors provide academic support to current Dalhousie University and University of King’s College students. Advisors coach, support, and guide students to set and meet educational and career goals.
For more student advising see: Bissett Student Advising Centre, Black Student Advising Centre, Indigenous Student Centre, International Centre, and Student Success Centre (Agricultural Centre).

Academic Integrity
https://www.dal.ca/dept/university_secretariat/academic-integrity/faculty-resources.html

There are many resources available to help instructors teach their students the importance of academic integrity, including examples of academic offences, questions about what plagiarism is, and how to avoid it. Instructors also have support for detecting and dealing with suspected academic offenses.

Academic Technology Services (ATS)

Academic Technology Services (ATS), a part of Dalhousie Libraries, offers training and technical support for instructional technologies such as Brightspace. Contact ATS, available by email at intech@dal.ca or by phone 902-494-3456. See the eLearning entry for more information about technological support versus pedagogical support. See also: Brightspace, Centre for Learning and Teaching, and Libraries.

Accessibility
https://www.dal.ca/campus_life/academic-support/accessibility.html

The Student Accessibility Centre (Halifax Campus) and the Student Success Centre (Agricultural Campus) are Dalhousie’s Centres of expertise on student access, inclusion, and accommodation support. These Centres work collaboratively with students, faculty, and staff to create an inclusive educational environment for students.

Bisset Student Advising Centre
https://www.dal.ca/campus_life/academic-support/student-success-centre.html

The Bissett Student Success Centre is a source for both academic and career advising support and information for your students. The team does more than support students with their academic planning—they can help students reach their educational, career, and life goals. Students can make an appointment with one of the Student Success Advisors, peer advisors, career counsellors, study coaches or tutors.
For more student advising see: Academic Advising, Black Student Advising Centre, Indigenous Student Centre, International Centre, and Student Success Centre (Agricultural Centre).
Black Student Advising Centre

The Centre helps all current and prospective students of African descent. It provides services and programs that offer personal and education support, and acts as a link between Dal and African Nova Scotian communities. Services include advocacy and advising, writing and study skills, help with bursaries and scholarships, mentorship programs and mediation services.
For more student advising see: Academic Advising, Bisset Student Advising Centre, Indigenous Student Centre, International Centre, and Student Success Centre (Agricultural Centre).

Bookstore
https://bookstore.dal.ca

More than textbooks. One of the four University bookstores is located in the basement of the Student Union Building. This main store sells textbooks, academic merchandise such as pens, scribblers, and looseleaf, as well as Dalhousie branded merchandise and clothing.

Bookstore for Faculty
https://bookstore.dal.ca/for-faculty

Brightspace
https://dal.brightspace.com/d2l/login

Brightspace is Dalhousie’s learning management system (LMS). It is managed by Dalhousie Libraries’ Academic Technology Services (ATS) team, who provide faculty support, technical implementation, and training.
See the eLearning entry for more information about technological support versus pedagogical support. See also Libraries.

Campus Copy
http://dsu.ca/campuscopy

The professional, student run print center provides excellent customer service and affordable prices for Dalhousie students, staff, faculty and members of the surrounding community. Campus Copy uses up-to-date technology to produce superior quality results and will complete most jobs while you wait. Service requests can even be made online for pick up at a later time!

Centre for Learning and Teaching
https://www.dal.ca/dept/clt.html

The Centre for Learning and Teaching (CLT) works in partnership with academic units, faculty members, and graduate students to enhance the practice and scholarship of learning and teaching at Dalhousie University. CLT takes an evidence-based approach to advocating for effective learning and teaching practices, curriculum planning, services to support the use of technology in education, and institutional policies and infrastructure to enhance the Dalhousie learning environment.
Copyright Office
https://libraries.dal.ca/services/copyright-office/about-copyright.html

The copyright landscape in Canada has undergone significant changes recently. To ensure a fair and reasonable approach to the use of copyright protected materials on campus, Dalhousie has sought to balance the rights of users with those of creators. The Copyright staff can help conduct a fair dealing analysis, speak to faculty and colleagues on copyright related issues, or respond to any other copyright related questions. The Dal Libraries’ Copyright Office is here to help! See the Copyright Office for questions regarding fair dealing in Brightspace and in the classroom.

Dal Security
https://www.dal.ca/dept/facilities/services/security-services.html

Facilities Management is responsible for the planning, development and project management of all University facilities construction and maintenance projects, for the day-to-day operations and maintenance of buildings, grounds and campus utilities and for the provision of security, parking, transport and mail services.

- DalSAFE app
  https://www.dal.ca/dept/facilities/services/security-services/dalsafe1.html
- Parking
  https://www.dal.ca/dept/facilities/services/security-services/parking-at-dal.html

eLearning
https://www.dal.ca/dept/elearning.html

Dalhousie University has two teams dedicated to supporting eLearning. See the Centre for Learning and Teaching (CLT) for pedagogical supports, resources, and information. Contact Academic Technology Services (ATS) for training and support when using the various technological tools—available by email intech@dal.ca or phone 902-494-3456. See the eLearning webpage for details. See also IT Services.

Exams
Rules governing exams are listed in the Academic Calendar.

- Exam Tips and Schedule (for Students)
  https://www.dal.ca/academics/exam_schedule.html
- Policy in the Event that a Formal Examination Cannot be Completed at the Regularly Scheduled Time
  https://www.dal.ca/dept/university_secretariat/policies/academic/exam-rescheduling-policy.html
- Policy on University Closure or Class/Examination Cancellation
  https://www.dal.ca/dept/university_secretariat/policies/academic/storm-cancellation-policy.html
Faculty/ Staff Guide to University and Academic Policies and Student Services

https://dalu.sharepoint.com/sites/mydal/dc/admin/ro/Shared%20Documents/Faculty%20Staff%20Guide.pdf

The Faculty/Staff Guide is an overview of university and academic regulations, policies and procedures for faculty members, advisors, and other academic staff. This is an internal document, in order to access this guide, you must be logged in through Dalhousie.

Health and Wellness

For Faculty

https://www.dal.ca/campus_life/health-and-wellness/faculty-staff.html

Athletics & Recreation at Dalhousie

https://athletics.dal.ca/
  Dalplex Membership page
  https://athletics.dal.ca/memberships.html
  Free classes with membership
  https://athletics.dal.ca/programs-and-training/group-fitness-classes.html
  Fitness and Wellness Programs offered through Dalhousie for a fee
  https://www.dalsports.dal.ca/

For Your Students


Student Referral Form


Human Rights & Equity Services

https://www.dal.ca/dept/hres.html

Human Rights & Equity Services (HRES) provides trauma informed, survivor centered confidential advisory service to members of the Dalhousie community seeking advice & support related to: Human Rights, Discrimination, Harassment, Sexualized Violence, Equity & Inclusion, Accommodation & Accessibility, and Conflict. HRES Services Include: Confidential Reporting, Informal & Formal Complaint Options, Personal Support & Referrals, Coaching, Conflict Resolution Process Facilitation, Education and Outreach, and Facilitation of Workshops.

Important Dates

https://www.dal.ca/academics/important_dates.html

Dalhousie University posts important academic dates and holidays annually on this website.
Indigenous Student Centre

Dalhousie, in partnership with The Confederacy of Mainland Mi’kmaq, welcomes students to discover outstanding educational and engagement opportunities that will inspire and empower students while helping shape their future. The Indigenous Student Centre (ISC) helps create a sense of belonging to support student success while at Dalhousie. Our Indigenous Student Advisor provides support and advocacy for all of Dalhousie’s Indigenous students. The Centre welcome students to make use of our personal, educational, and career resources to enhance students' university experience.
For more student advising see: Academic Advising, Bisset Student Advising Centre, Black Student Advising Centre, International Centre, and Student Success Centre (Agricultural Centre).

Information Technology Services (ITS)
https://www.dal.ca/dept/its.html

Technology support for all of Dalhousie. In addition to ITS, some Faculties have local technology support. ITS supports technologies such as email and Microsoft programs. See also, eLearning. For pedagogical support, see the Centre for Learning and Teaching (CLT). For Brightspace and associated tools, see Academic Technical Support (ATS), available by email at intech@dal.ca or by phone at 902-494-3456.

International Centre (for Students)
https://www.dal.ca/campus_life/international-centre.html

Dal's International Centre works to support the creation of an internationally vibrant learning environment for Dalhousie University students, both international and domestic. The International Centre provides Dalhousie University's international student community with services and programs designed to ease their transition to life in Canada and at Dal, to help our students succeed academically, and prepare for graduation and beyond.
For more student advising see: Academic Advising, Bisset Student Advising Centre, Black Student Advising Centre, Indigenous Student Centre, and Student Success Centre (Agricultural Centre).

LGBTQ2SIA+ Collaborative
https://www.dal.ca/dept/hres/education-campaigns/LGBTQ2SIA-collaborative.html

Emerging from discussions between Human Rights & Equity Services (HRES), DalOUT and South House Sexual and Gender Resource Centre, the LGBTQ2SIA+ Collaborative (Collaborative+) is a forum for communication between, and collaboration among, campus stakeholder groups engaged in efforts to foster a climate of respect and inclusion for LGBTQ2SIA+ students, staff and faculty.
Libraries
https://libraries.dal.ca/

With five libraries, two learning commons, archival collections, a Geographical Information Sciences (GIS) Centre, and a Copyright Office, the libraries provide timely, context-sensitive service in person or online. Dalhousie Libraries strengthen the University’s learning and research communities with expertise, services, spaces and collections, all reinforced through innovation and strategic partnerships.

Multifaith Services
https://www.dal.ca/campus_life/health-and-wellness/services-support/multifaith-services.html

Dalhousie Multifaith Services is a non-threatening space where Dalhousie and King's students, staff, and faculty can address the basic questions of meaning and purpose in their lives — no matter what their faith, philosophy, or doubt may be.

Registrar’s Office
https://www.dal.ca/admissions/registrars_office.html

The Registrar’s Office is here to support students on their academic journey, providing guidance and expert advice.

South House Sexual & Gender Resource Centre
http://southhousehalifax.ca/

The South House (SoHo) is Halifax's only full time gender justice centre. South House is a volunteer driven, student funded, gender inclusive safe space for ALL members of our community. South House is a trans-and queer-positive space and is proud to offer a wheelchair accessible space. They offer a resource centre, library, and free meeting space for woman-positive and anti-oppression organizing and gathering.

Student Success Centre (Agricultural Campus)
https://www.dal.ca/about-dal/agricultural-campus/ssc.html

Helping students discover and pursue their academic, career, health, and leadership goals. Whether they're having difficulty in a particular course, have questions about their program, thinking about career options, or need help with a health issue, the Student Success Centre at Dalhousie has many supports and services available to assist students during their time on the Agricultural Campus. Includes Academic Support, Career & Leadership, Health & Wellness, & Accessibility, and Communities.
For more student advising see: Academic Advising, Bisset Student Advising Centre, Black Student Advising Centre, Indigenous Student Centre, and International Centre.

Study Skills/Tutoring
https://www.dal.ca/campus_life/academic-support/study-skills-and-tutoring.html

Helping students become more efficient and effective learners: whether they’re doing well and want to do better or are experiencing academic difficulty, study skill supports can help students reach their academic potential.

Updated October 2019
Syllabus Guide and Template

Dalhousie Syllabi are an extension of the University’s contract with the student. As such, all Dalhousie Syllabi should contain specific information necessary for Students to participate successfully in the Course, while other information may pertain only to specific disciplines or be included at the preference of the Instructor. These requirements and options pertain equally to undergraduate and graduate courses and to online, blended and face-to-face courses.

Syllabus Guide*

Syllabus Template*

*Access to these files requires NetID and password.

Writing Centre
https://www.dal.ca/campus_life/academic-support/writing-and-study-skills.html

The Writing Centre offers support in all subjects—from academic assignments to dissertations—for faculty members, as well as undergraduate and graduate students. They meet with individuals one-on-one to discuss the work, and they also offer events and seminars. The Writing Centre is not a proofreading or editing service—the goal is to support faculty and to teach students to write independently.