

GEOG 370: Introduction to Cartography

Summer Semester, 2017

Instructor

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Virtual Office Hours: 1 p.m. Wednesdays and 7 p.m. Thursdays (Central Daylight Time)

Note

- Please email at least 24 hours ahead to schedule a 15-minute appointment with your instructor.
- Virtual Office Hours Link: <https://zoom.us/j/7790534936>
- If you can't make the scheduled appointment, please inform the instructor as early as you can to reschedule or cancel the meeting.

Course Overview

Welcome to Geography 370 – Introduction to Cartography. This is a 4-credit online course introducing the art, science, technology, and ethics of map making. If you love maps and want to learn how to make beautiful ones yourself, you've come to the right course! At the end of this course, you'll have the conceptual skills to design exactly the type of map you need to communicate almost any kind of geographic information.

Cartography has broad applications in geography (obviously), natural sciences, graphic design, communications, journalism, and many other fields. And it's fun! Whereas GIS courses largely focus on data and analysis, cartography is concerned with information and communication (e.g., visualization). This course is largely about two things: (1) streamlining data into usable information and (2) visualizing that information beautifully to communicate what you want.

Course Learning Objectives

Upon completion of the course modules, the student is expected to:

- Explain how cartography fits within GIScience
- Identify and create appropriate map projections
- Select the appropriate spatial visualization for a given dataset
- Synthesize many cartographic concepts to create balanced, clear, aesthetically pleasing, and informative maps

Course Materials

- **Textbook:** *There is no required textbook in this course.* However, if you'd like to purchase a resource to go along with the course, I recommend *Making Maps* by John Krygier and Denis Wood, currently in its third edition and available for \$37 on Amazon. A more in-depth text, *Thematic Cartography and Geovisualization* by Terry Slocum et al., is on reserve in College Library.
- **Recommended and Additional Reading Material:** Additional reading material will be provided as needed in the modules.

What is expected of you (the student)

You must actively participate throughout the course. You should maintain regular contact with your instructor and log on daily to keep up with the latest postings. Your contributions should be professional, timely, substantive, positive, and energetic. You should complete all course readings, assignments, and quizzes on time. If you face any personal or professional difficulties or require accommodation for a disability, please let me know as soon as possible.

Individual assignments must represent your work and must not be byproducts of a joint work effort.

Most of all, you are expected to take advantage of the resources that are offered in the course and do your best to overcome any obstacles to learning you encounter. In this course and learning programming generally, *you will fail* from time to time. Everyone does. The trick is to pick yourself up and try again rather than getting discouraged. And ultimately, the hope is that you will not just succeed, but *have some fun* in the process.

What you can expect of me (the instructor)

I try to bring passion and enthusiasm to the topics I teach. I intend to lay out expectations in a clear and concise manner through weekly (or more frequent) communications, and will monitor your grades and discussion posts as they come in. Occasionally, you will see me post in class discussion forums in answer to questions or to contribute to a particularly interesting conversation. I will be as responsive as I can to student e-mails; typically, this means I will get back to you within 24 hours. I'm likely to respond more quickly than this during the work week, but will do my best to get back to you in a timely manner if you e-mail me over the weekend. If for some reason I'm unable to respond to messages within 24 hours, I will set a vacation responder. Barring the unforeseen, we will provide feedback and scores on all assignments within 7 days after they are submitted. If you need special accommodation, please contact me as soon as possible and let me know.

Communication

Course communications will occur mainly through e-mail. I will send all course e-mails to your wisc.edu address, so be sure to check it regularly. You may e-mail me through Canvas or any e-

mail program. If you send me a message from outside of Canvas, please include “Geog 370” somewhere in the subject line.

I will also hold virtual office hours two hours per week through the virtual meeting platform [Zoom](#), which is free to sign up for and use (see the top of Page 1). Please try to attend my office hours to get questions answered about lecture material, quizzes, and the course in general to for questions regarding the labs. Attending office hours helps you get your questions answered more quickly and thoroughly, and helps us spend less time answering the same questions via e-mail over and over. If you cannot make my regularly scheduled office hours, please feel free to e-mail me to set up an alternative time to talk over Zoom, or to simply call me if you open the program and see that I’m online. *Note: Zoom can be finnick; if it stops working, restart your computer and try again.*

Please do not attempt to contact me in any way other than my wisc.edu address, Canvas, or Zoom.

Course Software

The examples and exercises require specific software, as described in the orientation section of the course. One piece, ArcGIS, will run only on the Windows operating system, and therefore the course assumes students are using a Windows computer. If you use another operating system for part of the course, please remember that it will not work for some topics and that you will need to have access to a Windows computer properly configured with the course software for those topics. It bears noting that QGIS is an open source alternative to ArcGIS that is available for Mac OS and Linux; however, course modules do not support the use of QGIS, so you will be on your own to figure it out. Your grade for each lab assignment will be based on meeting the expectations of the assignment regardless of which GIS software you use.

Course Assignments

Quizzes

There will be numerous text-based quizzes, usually consisting of multiple-choice and true/false questions. These will be short (normally no more than 10 questions) and based on the lecture material. We recommend you take the quiz immediately after completing the material. The quiz period **closes at midnight one week after the day of opening**. Once you begin a quiz, you will have **60** minutes to complete it.

Though the quizzes are only worth 12% of your final grade, the goal is to make sure you’re thinking about the course material and actually reading it so you can apply what you’ve learned to your labs. You must do well on a majority of the quizzes to earn an A in the class.

NOTE: Students may use course materials, books and internet resources to answer quiz questions. However, they may not consult with other individuals either in person by other means (such as the internet).

Lab Assignments

Labs assignments are designed to apply the lecture material to hands-on mapping experiences based on real-world problems. In addition to lecture notes, you may use the course text, recommended readings, and any other resources you find online to complete your labs. However, you may *not* copy the design of any maps you find online that look similar to the lab assignment product. Outright plagiarism will result in an F for the assignment and will be reported to the dean. Each lab will take 8-10 hours to complete, so please plan accordingly.

Course Survey

There will be a course survey open throughout whole semester. The purpose of the survey is to help us to understand your learning experiences and investigate ways to improve this course for future learners. Your responses will be confidential, and we encourage your participation to make this program better!

Late Assignments

Late lab assignments will be accepted, but are penalized **10%** per day, including weekends. Assignments will not be accepted more than 4 days after the due date. If you cannot submit a lab by the deadline because of a valid excuse or emergency, you must contact the TA before the deadline. Late quizzes will not be allowed without a prior excuse.

Grading

Assignments	Percentage of Grade
Quizzes (6)	20%
Lab Assignments (4)	60%
Final Project	20%

Grade Assignment:

Listed below are the minimum percentages required for each letter grade, after rounding.

A	> 90	C	70-77
AB	87-90	D	60-70
B	80-87	F	< 60
BC	77-80		

Requests for grade changes must be submitted in writing (via email) within 24 hours of receiving your feedback.

Graduate Student Grade Point Average:

If you are a grad student, please be advised that a minimum grade point average of 3.00 for all graduate level coursework done at the University is required for graduation and to maintain good academic standing. In other words, a student who completes all course requirements for a degree program but who does not earn at least a 3.00 grade-point average (in all graduate courses taken) will not be awarded the degree by the University.

Plagiarism: Academic Integrity

All assignments must be completed on your own; plagiarism is not tolerated. Plagiarism is defined as copying someone else's work and giving the impression that it was created by you. As noted above, we will not tolerate identical copies of a lab solution from multiple students or labs that look substantially alike to maps posted online by past students from previous semesters of the course. This will result in a 0 on the assignment for all students involved and disclosure of the impropriety to the Department and University.

Canvas Technical Requirements

Operating System	Windows 7 or newer; Mac OS X 10.6 or newer; ChromeOS, Linux
Mobile Operating System Native App Support	iOS 7 and newer Android 4.2 and newer
Processor	1 GHz or higher
Memory	256 MB of RAM
Hard Drive Space	500 MB free disk space
Browser	<ul style="list-style-type: none"> ● Internet Explorer 11 and Edge ● Chrome 50 and 51 ● Safari 8 and 9 ● Firefox 46 and 47 (Extended Releases are not supported) ● Flash 20 and 21 (used for recording or viewing audio/video and uploading files) <hr/> <p>To determine if your browser fits this criteria and for advice on downloading a supported version, please refer to the following Canvas Knowledgebase article.</p>
Plug-ins	Adobe Reader [Download from Adobe] Flash Player [Download from Adobe]
Additional Software	Microsoft Office (2003 or later) iTunes/QuickTime
Internet Connection	Broadband (cable or DSL) connection required
Printer	Access to graphics-capable printer
DVD-ROM	Not-required
Sound Card, Microphone, and Speakers	Required
Monitor	Monitor (Capable of at least 800 x 600 resolution)

University Policies

The University of Wisconsin - Madison is dedicated to a safe, supportive and non-discriminatory learning environment. It is the responsibility of all undergraduate and graduate students to familiarize themselves with University policies regarding Network Use, Disability Accommodations, Academic Misconduct, Religious Beliefs Accommodation, FERPA, and Copyright.

Network Use Policies

Please read the UW-Madison's [Responsible Use of Information Technology Policy](#).

Disability Accommodations

The University of Wisconsin - Madison is dedicated to a safe, supportive and non-discriminatory learning environment. Students requesting special accommodations should contact the McBurney Disability Resource Center as soon as possible regarding a Verified Individualized Services and Accommodations plan (VISA). Once your accommodation plan has been determined and approved, you will need to contact your professor. Additional information is available at the McBurney Disability Resource Center: <http://www.mcburney.wisc.edu/students/howto.php>.

Academic Misconduct

The University believes that academic honesty and integrity are fundamental to the mission of higher education and of the University of Wisconsin System. The University has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students who violate these standards are subject to disciplinary action. UWS Chapter 14 identifies procedures to be followed when a student is accused of academic misconduct. For additional information, please refer to the section in the Student Handbook entitled Student Academic Disciplinary Procedures.

Please review the [Student Academic Misconduct Policy and Procedures](#) and the [Student Nonacademic Misconduct Policy](#).

Religious Beliefs Accommodation

Board of Regents policy states that students' sincerely held religious beliefs shall be reasonably accommodated with respect to scheduling all examinations and other academic requirements. Students must notify the instructor within the first three weeks of the beginning of classes (or within the first week of summer session and short courses) of the specific days or dates on which they will request accommodation from an examination or academic requirement. For additional information, please refer to [Chapter UWS 22: Accommodation of Religious Beliefs](#).

FERPA

FERPA – the Family Educational Rights and Privacy Act of 1974, as amended – is a federal law that governs the privacy of student educational records, access to those records, and disclosure of information from them. For more information, please refer to [Student Privacy Rights \(FERPA\)](#).