

Expectations of Professional Conduct from Earth & Environmental Science Students

An objective of the study of any discipline at university is to prepare you for a career or further education in the discipline. Part of this preparation is the development of high standards of work and work ethics.

Accordingly, in all Earth & Environmental Science classes, the following standards are enforced:

- **attendance:** you are expected to attend class; any absenteeism should be professionally communicated, preferably before the class or laboratory period.
- **presentation of assignments:** all submitted materials should be of your best possible quality. If you can't write it neatly, type it; if a lab-sheet has to be filled in, begin with a scrap sheet and copy it over when you know what is to be included.
- **meeting deadlines:** when an assignment is due it must be submitted on or before the designated time. You must take responsibility for planning your work schedule in advance.
- **courteous conduct:** among peers, with faculty and staff and in the classroom, politeness is required; swearing, electronic messaging, inappropriate web-site browsing or off-topic game playing is not courteous. When in class, your attention should be 100% on the content of the class.
- **pre-requisites:** you are expected to be prepared by knowing the material in prerequisite courses. This information will not be repeated for those who don't remember.

You must take responsibility for your learning. In university, expect to hear information only once. When you receive an instruction, carry it out - don't expect it to be repeated. If you don't understand it, take the initiative to clarify it.

Remember, after you leave Acadia, you will be a representative of the university and our department. We expect your conduct in the classroom, lab, and field to equal that of your first day on the job. Your first preparation for that task is here and now.