

## Term Information

Effective Term Autumn 2021  
[Previous Value](#) Summer 2012

## Course Change Information

### What change is being proposed? (If more than one, what changes are being proposed?)

We are proposing an online version of Ling4100.

### What is the rationale for the proposed change(s)?

To provide students with flexibility in choosing teaching modalities.

By offering 4100 online, this enables completion of a Linguistics Minor online. One 4000-level linguistics core course is required for the minor and this will be the only core class available in a virtual format.

### What are the programmatic implications of the proposed change(s)?

(e.g. program requirements to be added or removed, changes to be made in available resources, effect on other programs that use the course)?

By offering 4100 online, this enables completion of a Linguistics Minor online. One 4000-level linguistics core course is required for the minor and this will be the only core class available in a virtual format.

Is approval of the request contingent upon the approval of other course or curricular program request? No

Is this a request to withdraw the course? No

## General Information

Course Bulletin Listing/Subject Area	Linguistics
Fiscal Unit/Academic Org	Linguistics - D0566
College/Academic Group	Arts and Sciences
Level/Career	Undergraduate
Course Number/Catalog	4100
Course Title	Phonetics
Transcript Abbreviation	Phonetics
Course Description	Cross-linguistic survey of the sounds of the world's languages.
Semester Credit Hours/Units	Fixed: 3

## Offering Information

Length Of Course	14 Week, 12 Week, 8 Week, 7 Week, 6 Week, 4 Week
Flexibly Scheduled Course	Never
Does any section of this course have a distance education component?	Yes
Is any section of the course offered	100% at a distance
<a href="#">Previous Value</a>	<a href="#">No</a>
Grading Basis	Letter Grade
Repeatable	No
Course Components	Lecture
Grade Roster Component	Lecture
Credit Available by Exam	No
Admission Condition Course	No
Off Campus	Never

Campus of Offering Columbus

## Prerequisites and Exclusions

**Prerequisites/Corequisites** Prereq: 2000, 2000H, or 4000.  
*Previous Value* Prereq: *Ling 2000 (Linguist 201), 2000H (201H), or 4000 (601).*

**Exclusions** Not open to students with credit for 5101.  
*Previous Value* Not open to students with credit for Ling 5101 (Linguist 600.01).

**Electronically Enforced** No

## Cross-Listings

Cross-Listings

## Subject/CIP Code

**Subject/CIP Code** 16.0102  
**Subsidy Level** Baccalaureate Course  
**Intended Rank** Sophomore, Junior, Senior  
*Previous Value* *Sophomore, Junior, Senior, Masters, Doctoral*

## Requirement/Elective Designation

Required for this unit's degrees, majors, and/or minors  
The course is an elective (for this or other units) or is a service course for other units

## Course Details

**Course goals or learning objectives/outcomes**

- Students will understand and use the concepts used to describe the articulators used in human speech production. These include (1) place of articulation, (2) manner of articulation, and (3) voicing characteristics.
- Students will know the relationship between (International Phonetic Alphabet (IPA) symbols representing phonemes and their articulation characteristics.
- Students will use IPA transcription to represent the phonetic representation of speech.
- Students will recognize the physical attributes of speech sounds.
- Students will comprehend the physics of speech sounds
- Students will be able to use computer programs to analyze the physical attributes of speech.
- Students will understand the relationship between the production of speech and its acoustic representation.

*Previous Value*

**Content Topic List**

- Speech production
- Speech acoustics
- Speech Transcription

*Previous Value*

- *Speech production*
- *Speech acoustics*
- *Speech perception*

**Sought Concurrence** No

**Attachments**

- 4100\_syllabus\_InPerson.pdf: syllabus - in person  
*(Syllabus. Owner: McGory,Julia Tevis)*
- 4100\_syllabus\_Virtual.pdf: syllabus - online  
*(Syllabus. Owner: McGory,Julia Tevis)*
- LING 4100 Tech Approval.docx: Technology Assurance  
*(Other Supporting Documentation. Owner: McGory,Julia Tevis)*
- 4100\_syllabus\_Virtual\_9\_28\_20.docx: syllabus - online - updated  
*(Syllabus. Owner: McGory,Julia Tevis)*

**Comments**

- We have addressed the comments made by the committee by 1) updating technological equipment, 2) clarifying synchronous mode and participation, and 3) including rationale for creation of the online course. *(by McGory,Julia Tevis on 09/28/2020 12:54 PM)*
- See 8-12-20 email to J. McGory and A. Sims *(by Oldroyd,Shelby Quinn on 08/12/2020 03:27 PM)*

**Workflow Information**

Status	User(s)	Date/Time	Step
Submitted	McGory,Julia Tevis	07/10/2020 09:29 AM	Submitted for Approval
Approved	McGory,Julia Tevis	07/10/2020 09:29 AM	Unit Approval
Approved	Heysel,Garett Robert	07/10/2020 10:26 AM	College Approval
Revision Requested	Oldroyd,Shelby Quinn	08/12/2020 03:27 PM	ASCCAO Approval
Submitted	McGory,Julia Tevis	09/28/2020 12:55 PM	Submitted for Approval
Approved	McGory,Julia Tevis	09/28/2020 12:55 PM	Unit Approval
Approved	Haddad,Deborah Moore	09/28/2020 01:45 PM	College Approval
Pending Approval	Jenkins,Mary Ellen Bigler Hanlin,Deborah Kay Oldroyd,Shelby Quinn Vankeerbergen,Bernadette Chantal	09/28/2020 01:45 PM	ASCCAO Approval

# LINGUISTICS 4100: PHONETICS

## Course Overview

Time: Lectures: T Th 11:10-12:30

Instructor: Julia Tevis McGory

Email: mcgory.1@osu.edu

Office Hours: T Th 2:30-4pm

Office Location: 106 Oxley Hall

## Course Delivery & Student Participation Requirements

**Synchronous Format.** This course will be delivered in a synchronous virtual format meaning that students are required to participate in course lectures and activities online during the scheduled class times. Carmen Zoom will be the primary means of content delivery.

Students are expected to have video on during the entirety of class unless asked otherwise.

**Active participation is required.** Active participation is expected and will be assessed through activity in classroom text-chats, oral discussion within breakout (small group) sessions, and through questions and conversations with the instructor and fellow students during class meetings. Attendance will be taken during each class meeting. (See grading below.)

Class meetings will be recorded and students are expected to independently make-up missed material through reviewing recordings, readings, and printed content provided on Carmen.

## Course Description & Learning Outcomes

This course is an introduction to the study of phonetics, observation and analysis of speech sounds. You will acquire skills that enable you to understand and describe each of the following learning outcomes:

- 1. Production:** the manner in which human speech sounds are produced
  - Students will understand and use the concepts used to describe the articulators used in human speech production. These include (1) place of articulation, (2) manner of articulation, and (3) voicing characteristics.
- 2. Transcription:** a method of documenting sounds used in human languages
  - Students will know the relationship between (International Phonetic Alphabet (IPA) symbols representing phonemes and their articulation characteristics.
  - Students will use IPA transcription to represent the phonetic representation of speech.
- 3. Acoustics:** the description of the physical properties of speech sounds
  - Students will recognize the physical attributes of speech sounds.
  - Students will comprehend the physics of speech sounds.

- Students will be able to use computer programs to analyze the physical attributes of speech.
- Students will understand the relationship between the production of speech and its acoustic representation.
- 

## Application of Phonetics

Practical training in phonetics is particularly valuable for professions in language education – whether foreign language education, English education, or ESL. Phonetic training also benefits students who are interested in human/computer interface technology, and students in training for certification as speech pathologists or audiologists. And of course, students who are interested in linguistics in general should take phonetics.

## Textbook

Zsiga, Elizabeth C. 2013. *The Sounds of Language: An Introduction to Phonetics and Phonology*. Wiley-Blackwell.

Electronic-<https://www.ebooks.com/en-us/book/1120543/the-sounds-of-language/elizabeth-c-zsiga/>

Print- <https://ohiostate.bncollege.com/shop/ohiostate/home>

### Additional Readings

Posted in the “Modules” section of the Carmen course page

### Online Phonetic Resources

<http://www.unc.edu/~jlsmith/pht-url.html>

## Course Technology

For help with your password, university e-mail, Carmen, or any other technology issues, questions, or requests, contact the OSU IT Service Desk. Standard support hours are available at <https://ocio.osu.edu/help/hours>, and support for urgent issues is available 24x7.

- **Self-Service and Chat support:** <http://ocio.osu.edu/selfservice>
- **Phone:** 614-688-HELP (4357)
- **Email:** [8help@osu.edu](mailto:8help@osu.edu)
- **TDD:** 614-688-8743

Baseline technical skills necessary for online courses

- Basic computer and web-browsing skills
- Navigating Carmen

### Technology skills necessary for this specific course

- Carmen Zoom text, audio, and video chat

## Necessary equipment

- Computer: current Mac or PC with high-speed internet connection
- Webcam: built-in or external webcam, fully installed
- Microphone: built-in laptop or tablet mic or external microphone

## Necessary software

- Microsoft Office 365 ProPlus All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Each student can install Office on five PCs or Macs, five tablets (Windows, iPad® and Android™) and five phones.

## Course Components

**Carmen:** Announcements, supplementary readings, and all materials for the laboratory assignments will be posted on Carmen. Please be sure to check it frequently. A tutorial for students is available at: <http://telr.osu.edu/carmen-help/students/guide.html>.

**Reading Assignments:** Reading assignments corresponding to the lectures are listed on the schedule below. Most of the reading assignments refer to chapters in the required textbook. You are expected to keep up with the reading assignments to reinforce lectures and laboratory assignments. Supplemental readings will be available within the Carmen Course Modules.

**Lab Assignments:** Four lab assignments (50 points each, 200 total) will be given throughout the semester to provide practice in phonetic analysis skills. Due dates for each lab are provided in the schedule below and also within Carmen Assignments. Completed assignments will be placed in the assignment dropbox on Carmen. Students may work in groups to complete the labs, but each student must turn in his or her own assignment. ***Identical assignments will not be graded.***

**Homework Assignments:** Homework (announced in class meetings and indicated within the Carmen weekly modules) will be given regularly as a way of providing practice that encourages learning of new concepts. I develop these assignments during semester in order to meet the specific needs of the class. There will be between 15-20 assignments, and altogether these assignments will be worth 125 points. Students may work in groups to complete the labs, but each student must turn in his or her own assignment. ***Identical assignments will not be graded.***

**Active Participation:** Active participation is expected and will be assessed through activity in classroom text-chats, oral discussion within breakout (small group) sessions, and through questions and conversations with the instructor and fellow students during class meetings. Attendance will be taken during each class meeting.

**Quizzes.** 5 quizzes (50 points each, 250 total) will be given as Carmen Quizzes outside of class meetings. These quizzes will be available over multiple days and once opened, students will have up to 50 minutes to complete each quiz. ***Students must take each quiz independently***

*and may use any available printed or online materials to complete the quiz – but may not consult with other students once the quiz has been opened and viewed.*

**Final Exam.** (75 points) There is a final exam available during finals week. Questions on this exam will be cumulative. This is a Carmen Quiz to be completed online. The quiz will be available over multiple days. Once opened, the exam must be completed within 60 minutes. Students must complete the exam independently and may use any available information to complete the quiz – but may not consult with other students once the exam has been opened and viewed.

## **Grading**

5 Quizzes:	50 points each	250 points
4 Labs:	50 points each	200 points
1 Final Test:		75 points
Homework Assignments		100 points
Active Participation		50 points
<b>Total:</b>		<b>650 points</b>

## **Grading Scale**

93–100: A	80–82.9: B-	67 –69.9: D+
90–92.9: A-	77–79.9: C+	60 –66.9: D
87–89.9: B+	73–76.9: C	Below 60: E
83–86.9: B	70 –72.9: C-	

## **Ohio State’s academic integrity policy**

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>.

## **Copyright disclaimer**

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## **Statement on title IX**

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to

offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at [titleix@osu.edu](mailto:titleix@osu.edu)

## **Accessibility accommodations for students with disabilities**

**The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](http://slds.osu.edu); 098 Baker Hall, 113 W. 12th Avenue.**

## **Accessibility of course technology**

This online course requires use of Carmen (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [Carmen \(Canvas\) accessibility](#)
- Streaming audio and video
- Synchronous course tools

## **Academic Support**

Please contact the **Advising Office** at OSU for additional support regarding courses, grades, and scheduling at [advising.osu.edu](http://advising.osu.edu)

Please contact **Student Services Center** for information about academics, scheduling, tuition and fees, and additional student support at <http://ssc.osu.edu>

## **[Advising.osu.edu](http://advising.osu.edu)**

## **Your mental health!**

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily



activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting [ccs.osu.edu](https://ccs.osu.edu) or calling 614- 292-5766. CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at 614-292-5766 and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-800-273- TALK or at [suicidepreventionlifeline.org](https://suicidepreventionlifeline.org)

# SCHEDULE

## Week 1

## Chapter 1

Introduction to Speech; Broad Transcription; Introduction to Praat

- The Vocal Tract  
Practice: <https://dood.al/pinktrombone/>  
<https://www.purposegames.com/game/the-vocal-tract-quiz>  
<http://australianlinguistics.com/vocal-tract/human-speech-organs/>
- In-Class Lab: Introduction to Praat  
Free download: <http://www.fon.hum.uva.nl/praat/>
- Transcription – broad transcription using <http://ipa.typeit.org>  
Some optional (but encouraged) practice:
  1. Introductory: <http://www.cambridge.org/features/genetti/CH02-IPATranscription/>
  2. Intermediate: [http://linguistics.berkeley.edu/~kjohnson/English\\_Phonetics/](http://linguistics.berkeley.edu/~kjohnson/English_Phonetics/)  
<http://www.cambridge.org/features/genetti/CH02-IPATranscription/practice1.html>  
<http://www.cambridge.org/features/genetti/CH02-IPATranscription/practice2.html>  
<http://www.cambridge.org/features/genetti/CH02-IPATranscription/practice3.html>  
<http://www.cambridge.org/features/genetti/CH02-IPATranscription/practice4.html>  
<http://www.cambridge.org/features/genetti/CH02-IPATranscription/practice5.html>

## Week 2

## Chapter 2

Place and Manner of Articulation; Narrow Transcription; Waveform Cues to Consonant Types

- In-Class Lab using Praat: Isolating consonants and vowels; voicing characteristics; duration differences; aspiration
  - Transcription – aspiration, vowel length, tapping, fricative devoicing
- Quiz 1: Broad transcription/identifying consonants, vowels, vocal fold vibration, duration, and aspiration in speech waves

## Week 3-4

## Chapter 3

Consonants (English and Non-English Languages)

Transcription – narrow transcription

Language 1 Transcription –Czech

Lab 1: *Applied-L1* vs. *L2*-Vowel and Consonant Inventories-Cross Cultural Comparison

## Week 5-6

## Chapter 4

Vowels (English and Non-English Languages)

Isolating vowels (vowels, diphthongs, glides)

Language 2 Transcription: British English

[http://davidbrett.uniss.it/phonology/transcription%20exercises/index\\_of\\_transcription\\_exercises.htm](http://davidbrett.uniss.it/phonology/transcription%20exercises/index_of_transcription_exercises.htm)

Quiz 2: Narrow Transcription/Identifying segment types in speech waves

**Week 7**

Chapter 11

Phonotactics and Alternations

Language 3: Child Language

Lab 2: *Applied-Language Acquisition*-Phonetic Analysis of Child Speech

**Week 8**

Chapter 6

The Physics of Sound

Quiz 3: Sound Waves

**Week 9-10**

Chapter 7

Waveforms, Spectra, and Spectrograms

Acoustics – sound source & sound filter

Language 4 Transcription – Hindi

Lab 3: *Applied-L1 vs L2*-Measuring VOT Hindi vs. English

**Week 11-12**

Chapter 8

Speech Analysis

Quiz 4: Formant Structure & Spectrographic Cues

**Week 13-14**

Chapters 16, 17

Stress & Intonation

Language 5 Transcription – Cantonese

Quiz 5: Suprasegmentals (Week 13)

Lab 4: *Applied-Research*-Acoustic Correlates of Stress

**Final Exam: TBA**

# LINGUISTICS 4100: PHONETICS

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Instructor: Julia Tevis McGory

Email: mcgory.1@osu.edu

Office Hours: T Th 2:30-4pm

Office Location: 106 Oxley Hall

## Course Description & Learning Outcomes

This is an in-person course with materials and assignments all posted on Carmen Canvas. This course is an introduction to the study of phonetics, observation and analysis of speech sounds. You will acquire skills that enable you to understand and describe each of the following learning outcomes:

1. **Production:** the manner in which human speech sounds are produced
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## **Your Mental Health!**

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# SCHEDULE

## Week 1

Chapter 1

Introduction to Speech; Broad Transcription; Introduction to Praat

- The Vocal Tract  
Practice: <https://dood.al/pinktrombone/>  
<https://www.purposegames.com/game/the-vocal-tract-quiz>  
<http://australianlinguistics.com/vocal-tract/human-speech-organs/>
- In-Class Lab: Introduction to Praat  
Free download: <http://www.fon.hum.uva.nl/praat/>
- Transcription – broad transcription using <http://ipa.typeit.org>  
Some optional (but encouraged) practice:
  1. Introductory:  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/>
  2. Intermediate: [http://linguistics.berkeley.edu/~kjohnson/English\\_Phonetics/](http://linguistics.berkeley.edu/~kjohnson/English_Phonetics/)  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/practice1.html>  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/practice2.html>  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/practice3.html>  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/practice4.html>  
<http://www.cambridge.org/features/genetti/CH02-IPAttranscription/practice5.html>

## Week 2

Chapter 2

Place and Manner of Articulation; Narrow Transcription; Waveform Cues to Consonant Types

- In-Class Lab using Praat: Isolating consonants and vowels; voicing characteristics; duration differences; aspiration
  - Transcription – aspiration, vowel length, tapping, fricative devoicing
- Quiz 1: Broad transcription/identifying consonants, vowels, vocal fold vibration, duration, and aspiration in speech waves

## Week 3-4

Chapter 3

Consonants (English and Non-English Languages)

Transcription – narrow transcription

Language 1 Transcription –Czech

Lab 1: *Applied-L1 vs. L2-Vowel and Consonant Inventories-Cross Cultural Comparison*

## Week 5-6

Chapter 4

Vowels (English and Non-English Languages)

Isolating vowels (vowels, diphthongs, glides)

Language 2 Transcription: British English

[http://davidbrett.uniss.it/phonology/transcription%20exercises/index\\_of\\_transcription\\_exercises.htm](http://davidbrett.uniss.it/phonology/transcription%20exercises/index_of_transcription_exercises.htm)

Quiz 2: Narrow Transcription/Identifying segment types in speech waves

**Week 7**

Chapter 11

Phonotactics and Alternations

Language 3: Child Language

Lab 2: *Applied-Language Acquisition*-Phonetic Analysis of Child Speech

**Week 8**

Chapter 6

The Physics of Sound

Quiz 3: Sound Waves

**Week 9-10**

Chapter 7

Waveforms, Spectra, and Spectrograms

Acoustics – sound source & sound filter

Language 4 Transcription – Hindi

Lab 3: *Applied-L1 vs L2*-Measuring VOT Hindi vs. English

**Week 11-12**

Chapter 8

Speech Analysis

Quiz 4: Formant Structure & Spectrographic Cues

**Week 13-14**

Chapters 16, 17

Stress & Intonation

Language 5 Transcription – Cantonese

Quiz 5: Suprasegmentals (Week 13)

Lab 4: *Applied-Research*-Acoustic Correlates of Stress

**Final Exam: TBA**

## Arts and Sciences Distance Learning Course Component Technical Review Checklist

**Course: Ling 4100**

**Instructor: Julia Tevis Mcgory**

**Summary: Phonetics**

Standard - Course Technology	Yes	Yes with Revisions	No	Feedback/ Recomm.
6.1 The tools used in the course support the learning objectives and competencies.	X			<ul style="list-style-type: none"> <li>Carmen</li> <li>Office 365</li> </ul>
6.2 Course tools promote learner engagement and active learning.	X			<ul style="list-style-type: none"> <li>Zoom</li> </ul>
6.3 Technologies required in the course are readily obtainable.	X			All materials are available under a site license agreement.
6.4 The course technologies are current.	X			All applications are web based tools and are updated on a regular basis.
6.5 Links are provided to privacy policies for all external tools required in the course.	X			All applications are either under agreement with existing OSU privacy policies or do not require a login.
Standard - Learner Support				
7.1 The course instructions articulate or link to a clear description of the technical support offered and how to access it.	X			Links to 8HELP are present
7.2 Course instructions articulate or link to the institution's accessibility policies and services.	X			a
7.3 Course instructions articulate or link to an explanation of how the institution's academic support services and resources can help learners succeed in the course and how learners can obtain them.	X			Please add statement b
7.4 Course instructions articulate or link to an explanation of how the institution's student services and resources can help learners succeed and how learners can obtain them.	X			Please add statement c
Standard – Accessibility and Usability				
8.1 Course navigation facilitates ease of use.	X			Recommend using the Carmen Distance Learning "Master Course" template developed by ODEE and available in the Canvas Commons to provide student-users with a consistent user experience in terms of navigation and access to course content.
8.2 Information is provided about the accessibility of all technologies required in the course.	X			No external tools are used.
8.3 The course provides alternative means of access to course materials in formats that meet the needs of diverse learners.	X			Recommend that resources be developed to address any requests for alternative means of access to course materials.
8.4 The course design facilitates readability	X			Recommend using the Carmen Distance Learning "Master Course" template developed by ODEE and available in the Canvas Commons to provide student-users with a consistent user experience in terms of navigation and access to course content.

8.5 Course multimedia facilitate ease of use.	X		All assignments and activities that use the Carmen LMS with embedded multimedia facilitates ease of use. All other multimedia resources facilitate ease of use by being available through a standard web browser
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**Reviewer Information**

- Date reviewed: 7/10/20
- Reviewed by: Ian Anderson

**Notes: Add dates to the weekly breakdown when known.**

<sup>a</sup>The following statement about disability services (recommended 16 point font): Students with disabilities (including mental health, chronic or temporary medical conditions) that have been certified by the Office of Student Life Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office of Student Life Disability Services is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 614- 292-3307, [slds@osu.edu](mailto:slds@osu.edu); [slds.osu.edu](http://slds.osu.edu).

<sup>b</sup>Add to the syllabus this link with an overview and contact information for the student academic services offered on the OSU main campus. <http://advising.osu.edu/welcome.shtml>

<sup>c</sup>Add to the syllabus this link with an overview and contact information for student services offered on the OSU main campus. <http://ssc.osu.edu>. Also, consider including this link in the “Other Course Policies” section of the syllabus.