

# Academic Integrity

Academic integrity is part of the rigor of course work. The end result of cheating in any of my courses will be an immediate "F" for that course. All course work that a student submits must be the student's own, unless otherwise specified by the instructor. That work may include examinations, oral presentations, laboratory exercises, papers, reports, and other written assignments. Plagiarism, misconduct during an examination, prior possession of an examination, and submission of work previously used is a violation of ethics.

**Plagiarism** "The use of another's ideas or words as if they were ones own." Plagiarism includes, but is not limited to: a) omitting the true source of any idea; b) representing as your own work the ideas of another; c) misleading information, so that the reader assumes the work is your own. Examples and definitions are provided, however are not meant to cover every instance or detail of plagiarism.

The best way to avoid plagiarism is to think about the pedagogical purpose of a written assignment.

- Demonstrates student's ability to reflect and develop critical analysis of research
- Articulates a point of view supported by; data, information, and evidence
- Is original in content
- Reflects the writing style of the individual
- Judiciously uses quotes to strengthen original ideas

Paraphrasing or summarizing the contents of another's work is usually acceptable if the source is clearly identified, but neither technique constitutes independent work and still may be unacceptable. The following bullets are examples of unacceptable work.

- Submitting someone else's work as your own
- Direct copying of words and ideas without giving credit to the original source
- Giving incorrect information about the source of a quotation
- Changing words but copying the sentence structure of a source without giving credit
- Copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not.
- Using cited source almost word-for-word without quotations.

**Multiple submissions** The resubmission by a student of any work which has been previously submitted for credit in identical or similar form in one course to fulfill any of the requirements of another course. To do this without prior permission from the current instructor is not permissible and shall be considered academic dishonesty. In other words, unless your instructor gives you alternative directions, he expects the work, which you submit to be prepared for that course only.

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**Cheating** Using or attempting to use unauthorized materials, information or study aids in any academic exercise; or, helping or attempting to help another commit an act of academic dishonesty. If you have a question about an exam or if you believe someone is cheating, talk with the instructor or proctor. Once an exam has been returned to you, do not alter your answers and then resubmit the exam for additional credit.

**Strategies** Everyone has difficulty at some time with an assignment. The smartest thing you can do is seek legitimate assistance, from campus resources, college tutorials, your instructor, study groups, tutors, instructional aides, and sources provided by your instructor. Please think again if you are tempted to cheat, the consequences are severe and you only cheat yourself. Give it your best, and consult with your academic advisor or instructor for additional strategies.

*The following example is a direct quote from an online website on plagiarism*

## **All of the following are considered plagiarism:**

- Turning in someone else's work as your own
- Copying words or ideas from someone else without giving credit
- Failing to put a quotation in quotation marks
- Giving incorrect information about the source of a quotation
- Changing words but copying the sentence structure of a source without giving credit
- Copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not (see our section on "fair use" rules)

Source: [http://www.plagiarism.org/plag\\_article\\_what\\_is\\_plagiarism.html](http://www.plagiarism.org/plag_article_what_is_plagiarism.html)

## **Sources**

Website: <http://writecheck.turnitin.com/static/home.html>

WriteCheck (powered by Turnitin) was developed by the creators of Turnitin, the world's #1 most popular, most effective and most trusted solution for originality checking and plagiarism prevention.

Website: <http://owl.english.purdue.edu/>

The Purdue University Online Writing lab. An excellent resource for student writers.

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## Examples of Not Cheating

- Turning in work done alone or with the help of the course's staff.
- Submitting one assignment for a group of students if group work is explicitly permitted (or required)
- Getting or giving help about using the computers
- Getting or giving help about solving minor syntax errors
- High level discussions of course material for better understanding
- Discussing assignments to better understand them
- Study group preparing for exam

## Actions

A memorandum will be given to the Vice-President of Instruction identifying the student (s) involved in any perceived cheating incident and the grade of “F” will be reported to the registrar. Any further actions taken are governed by Board Policy and could consist of the following: Warning Probation Suspension from the College for a designated period Expulsion from the College.

## Student Rights

In the event that a faculty member accuses a student of cheating and imposes a penalty, the student who believes that the accusation is unjust has the right to request that the charge of cheating be heard before the Vice President of Instruction or other parties as designated by College Policy.