

ACADEMIC HONESTY

**MIDDLE
YEARS
PROGRAMME**

WHO IS PRINCIPLED?

As stated in the IB Learner Profile, all members of the IB Community must strive to be “principled”, acting with ‘integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere”.

MYP students must demonstrate academic honesty and avoid any form of academic misconduct.

MYP: From principles into practice (September 2014)

WHAT IS ACADEMIC HONESTY?

According to the IB:

“Academic honesty must be seen as a set of values and skills that promote personal honesty and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills”.

MYP: From principles into practice (September 2014)

WHAT DOES ACADEMIC HONESTY MEAN FOR YOU?

For you, this means:

- when you say you did the work yourself, you actually did it yourself. You did not copy from another student, get a family member or the internet to do it for you.
- when you work in pairs or in a group to share ideas on a common project, otherwise known as collaboration, you do your best to avoid others doing the work and copying that work. This is collusion and should be avoided at all costs.
- when you take an idea or even some information from another person's work, be it from a book, the internet or any outside source, you must quote that source openly and accurately.

RWA HONOUR CODE

1. I promise to be **knowledgeable**, original and informed in my work.
2. I promise to be an **inquirer** to research with enthusiasm, to acknowledge the ideas of others and take the time to reference my work.
3. I promise to be a **communicator**, working collaboratively with other students, sharing ideas and information for a common goal; however, I promise to avoid collusion, either copying from another or allowing my work to be copied.
4. I promise to be **principled**, to sit an honest exam by not taking unauthorized material into the exam room. I pledge never to accept an exam paper or answers from another person or the internet.
5. I promise to be **reflective**, to do the right thing and inform my teachers of any malpractice I am aware of.
6. I promise to be **caring** and say “no” to anyone who tries to copy my work or use my answers during an exam so neither the other person’s honesty or mine is compromised.
7. I promise to be truthful and honest at all times.

OUR EXPECTATIONS

You will maintain and support academic honesty at RWA by:

- completing all assigned activities and assessments with honour, avoiding cheating, lying and stealing or any other behaviour that may be considered dishonest,
- taking full responsibility for your learning and actions, understanding the need to respect all forms of student work in the MYP as well as forms of written and creative expression that are protected by law. This would include works of literature, art or music.
- being principled, working with honesty and with a strong sense of fairness, justice and respect,
- making reasoned ethical decisions and applying thinking skills critically and creatively to solve problems while understanding the concept of intellectual property rights such as patents, trademarks, registered designs, copyrights, etc,
- understanding RWA's Academic Honesty Policy and any guidelines that may be set by teachers when working on assessments and MYP Projects such as Community project or Personal project.

WHAT IS ACADEMIC DISHONESTY?

At RWA, we have a zero tolerance policy towards academic dishonesty. Academic dishonesty is an action of deceit towards RWA and also towards one's self. In order to be true to the values that our institution dictates, we expect you to have the honesty and the discipline to do what is right for your own learning and to promote healthy learning at our school.

Academic dishonesty and malpractice consists of any deliberate attempt to falsify, fabricate or otherwise tamper with data, information, records, or any other material that is relevant to your participation in school.

WHAT IS PLAGIARISM?

Deliberately presenting work, words, ideas, performances or any other tasks, in whole or in part from a source external to you, as though they are your own effort and endeavour. Examples of plagiarism include, the following:

- a) Presenting any work completed in whole or in part by any individual or group other than you, as though the work is your own, in any academic exercise.
- b) Buying, selling, bartering, colluding or in any other fashion obtaining or distributing material to be used inappropriately as part of any academic exercise.
- c) Failing to acknowledge and reference, where necessary, the true source of information included in a paper, written or oral assignment, assessment or examination, or any other academic exercise. You are learning this as part of information literacy skills, a skill cluster under 'Research' in the ATLs.

You will be using the Harvard Referencing System for all citations, references, etc.



WHAT IS CHEATING?

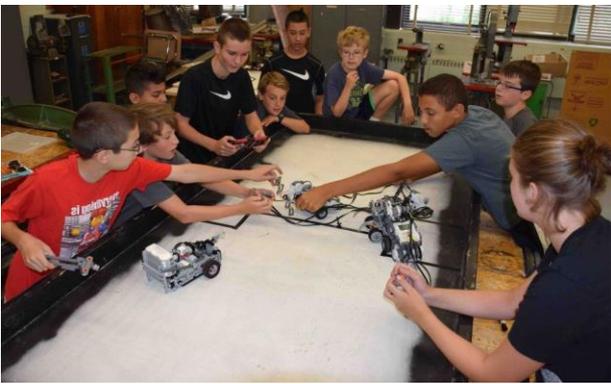
Distributing or receiving answers, data, or any other information by any means other than those expressly permitted by the school, exam board or subject teacher as part of any academic exercise. Examples of cheating include the following:

- a) Copying answers, data, or other information (or allowing others to do so) during an examination, quiz, assessment, homework, or any other exercise in which you are not expressly permitted to work jointly with others.
- b) Assuming another individual's identity or allowing another person to do so on your behalf for the purpose of fulfilling any academic requirement or in any way enhancing your grade or academic standing.
- c) Using any electronic or non-electronic device, tool, or other form of study aid during an examination, assessment, quiz or test, or any other academic exercise without the specific permission of a teacher or course coordinator.

WHAT ARE OTHER FORMS OF MISCONDUCT?

Falsifying or fabricating data, records, or any information relevant to your participation in any class, course or academic exercise, or tampering with such information as collected or distributed by the school, subject department or examination board. Examples of academic dishonesty include the following:

- a) Falsifying, or attempting to falsify, attendance records, grades or comments of any kind, or any information or document intended to excuse you from participation in any academic exercise.
- b) Inventing, fabricating, or falsifying data as part of the completion of any academic exercise.
- c) Knowingly furnishing false information (or facilitating the furnishing of false information) to others in a way that impacts on your achievement, honesty, or fair opportunity in an assignment, assessment or examination.

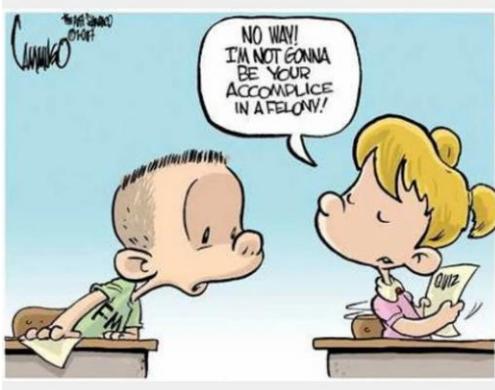


WHAT IS COLLABORATION?

When you work together in groups of two or more on a shared goal. You might be trying to deepen your understanding about an issue or brainstorm ideas in relation to a particular problem. Whatever the purpose, collaboration is when all members of the group participate equally.

This is usually face-to-face but can be online through discussion boards, chatlines, blogs and wikis.

Suppose in a Maths class, Mr Hodge suggests that you work on a number of trigonometry problems in groups. There would be little value if each student chose to work on only one or two of the problems and then merely copied each other's answers. It would be much better if each member of the group worked each problem collaboratively and agreed that each person would undertake to explain their thinking to the group. This way, everyone has the potential to benefit.



WHAT IS COPYING?

When the teacher says, 'Go ahead and work together', you still need to include citation, referencing and acknowledgements.

If you are like most other students, you would like to be sure that you get credit for the work you have done and not for what someone else has done. If you are not aware of the correct citation or referencing procedures then you should ask the teacher. You should not allow others to copy your work as you could be in equal trouble.

Copying is cheating. It is making others believe that certain written material is original when it is not. Teachers and examiners treat copying or plagiarism very seriously. It may lead to you getting zero for an assignment.

For example, students are instructed to work as a group in a brainstorming session before moving to individual research for a Drama assignment. One student simply copies all the ideas of the other students and submits this work as his own, without additional work. This copying is cheating.

WHAT IS COLLUSION?

Collusion occurs when two or more people work secretly for the purpose of deliberately misleading others.

Collusion is a form of plagiarism that can occur as a result of inappropriate collaboration during group work. It involves working with someone with the deliberate intention to mislead. This could involve working with someone else to produce work which is presented as your own when, in fact, it was the result of secretly working with someone else.

Sometimes it is difficult to know whether you are colluding or not during group work. One way to avoid collusion is to make sure that each member of the group takes their own personal notes of what is happening during the group work sessions.

An example of collusion would be if you helped out a friend and let him copy your most recent assignment, even if you remind him to change the words to make it look like his own before he hands it in.

In these situations are they examples of collaboration, copying or collusion?

1. Mandy has access to a tutor who regularly rewrites whole paragraphs of Mary's assignments, or tells Mandy what to write.
2. Ravi logs on to a blog and finds some information which is relevant to his current assessment task. He exchanges information via the blog and tests some of his ideas out through an online discussion board.
3. In Sam's class there is a small group discussion on a particular issue. The discussion is to assist students in the preparation of their reports. Sam takes detailed notes of others' contributions, especially Ahmed's. He copies all of Ahmed's notes because Ahmed knows this topic really well. Sam uses the notes word for word in his report and submits it without any citation.

WHAT ARE THE CONSEQUENCES OF MALPRACTICE?

In the event that you are found to have failed in following any of the guidelines of this document, one or more of the following procedures may be applied:

- a) A meeting will be held with the relevant subject teacher, Head of Department and your parent/guardian.
- b) The relevant Head of Grade and Academic Coordinator will determine the severity of the offence and implement an appropriate response. At all times, information on consequences will be communicated to your parents.
- c) Should you commit plagiarism you will be put on academic probation for a defined period. Your progress in the area of concern will be monitored and feedback provided to your parents.
- d) Should you gain credit through dishonest academic behaviour you will have consequences according to the severity of your offence. Offences of a more serious nature, such as theft or examination malpractice may result in a range of consequences, from disqualification from the exam to expulsion.
- e) IB regulations will apply to all students being entered for assessments, including e-Portfolios and MYP Projects, under the relevant governing board.

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