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# School of Electrical and Computer Engineering

## Seminar: Academic Integrity

Key Excerpts From:

<http://academicintegrity.okstate.edu/>

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**ES 202**



# OSU's Commitment

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- The following statement summarizes OSU's Commitment to Academic Integrity: I will respect OSU's commitment to academic integrity and uphold the values of honesty and responsibility that preserve our academic community.
- All members of the OSU community are entrusted with academic integrity, which encompasses the fundamental values of honesty, trust, respect, fairness, and responsibility.
- OSU and the School of ECE is committed to maintaining the highest standards of integrity and ethical conduct.



# Faculty Expectations

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Faculty are expected to:

- Discuss and communicate information about academic integrity to students (e.g., today's seminar, ECEN 6001, classrooms).
- Reduce opportunities for dishonesty and give clear instructions for homework, projects, reports, publications, & presentations.
- Trust students to follow the academic integrity policy until the instructor has sufficient information to substantiate a violation, then confront students with information about the alleged violation, follow the procedures, and report violations.



# Student Expectations

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Students are expected to:

- Understand and uphold the academic integrity guidelines established by the University and the instructor.
- Present their own work for evaluation by their instructors, mentors, etc.
- Cite appropriately the words and ideas of others.
- Protect their work from misuse.
- Accept responsibility for their own actions.

Keep in mind:

- When in doubt, talk to your mentor, instructor, graduate college, etc.
- Ignorance is not an excuse for an infraction.
- Read more: <http://academicintegrity.okstate.edu/>



# Disciplinary Actions

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Violations of the Academic Integrity Policy may subject you to disciplinary action including:

- Receiving a failing grade on an assignment, examination or course
- Receiving a notation of a violation of academic integrity on your transcript, and/or
- Being suspended from the University



# Infractions

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Infractions of Academic Integrity include:

- Unauthorized collaboration
- Plagiarism
- Multiple Submissions
- Cheating on examinations
- Fabricating information
- Helping another person cheat
- Unauthorized advance access to examinations
- Altering or destroying the work of others
- Altering academic records



# Level One Sanction

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Level One Sanction: A grade of "F" for an assignment when:

- Copying or paraphrasing a few sentences of material (1-5 sentences or a minor portion) from a written or Internet source without proper citation.
- Cheating on a quiz or minor assignment. Minor is defined as 10% or less of the total points for the course.
- Receiving unauthorized help on an assignment.
- Working on an assignment with others when the instructor asked for individual work.
- Turning in work that is identical or very similar to others' work.
- Excessively relying upon and using the ideas and work of others in a group effort.
- Using a false excuse to obtain an extension on a due date.
- Failing to observe the rules governing the conduct of examinations.



# Level Two Sanction

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Level Two Sanction: A grade of “F” for the course when:

- Turning in a paper copied from another student.
- Turning in a paper obtained in full or in part from a term paper “mill” or website.
- Copying material almost word for word from a written source and turning it in as one’s own work.
- Fabricating or falsifying a bibliography.
- Getting questions or answers from someone who has taken an examination.
- Obtaining an unauthorized copy of an examination in advance.
- Using unauthorized notes during an examination.





# Level Two Sanction

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Level Two Sanction: A grade of “F” for the course when:

- Having another student take an examination.
- Inappropriate use of technology (camera phones, text messaging, programmable calculator, etc.) during an examination.
- Copying from another student during an examination with or without his/her knowledge.
- Helping someone else cheat on an examination.
- Stealing an examination or problem answer from the instructor.
- Having unauthorized access to solutions and/or instructors or solutions manual for a course.
- Altering a grade or scoring on an examination or paper to obtain unearned credit.



# Level Two Sanction

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Level Two Sanction: A grade of “F” for the course when:

- In a course requiring computer work, copying another student’s program rather than writing one’s own.
- Fabricating or falsifying laboratory or research data.
- Turning in work done by someone else.
- Submitting substantial portions of the same assignment to more than one class without permission of the instructors.
- Altering course withdrawal slips and similar academic documents. This includes forging an instructor or adviser signature.



# Level Three Sanction

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## Level Three Sanction:

- Award grade of “F”
- Dismissal from the graduate and professional education program
- Dismissal from the University

## Violations:

- Plagiarism or other violations of academic integrity in a thesis or dissertation proposal, qualifying examination, comprehensive examination, thesis or dissertation, report for a creative component, thesis or dissertation defense, professional education portfolio, professional presentations, or publications.
- Fabrication or falsification of research or laboratory data used in a creative component, report, thesis, dissertation, presentation, or publication.



# Plagiarism

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Plagiarism:

- Presenting the written, published or creative work of another as the student's own work.
- Whenever the student uses wording, arguments, data, design, etc., belonging to someone else in a paper, report, oral presentation, or other assignment, the student must make this fact explicitly clear by correctly citing the appropriate references or sources.
- The student must fully indicate the extent to which any part or parts of the project are attributed to others.
- The student must also provide citations for paraphrased materials.



# Plagiarism

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The following are examples of plagiarism:

- Copying another student's assignment, computer program or examination with or without permission from the author.
- Copying another student's computer program and changing only minor items such as logic, variable names, or labels.
- Copying or paraphrasing material from an Internet or written source without proper citation.
- Copying words and then changing them a little, even if the student gives the source.
- Verbatim copying without using quotation marks, even if the source is cited.
- Expressing in the student's own words someone else's ideas without giving proper credit.



# Other Deceitful Actions

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- Multiple Submissions: Submitting substantial portions of the same academic work for credit to more than one class (or to the same class if the student repeats a course) without permission of the instructors.
- Fabricating Information: Making up references for a bibliography, falsifying laboratory or research data (for example, tampering with experimental data to obtain “desired” results or creating results for experiments that were not done), or using a false excuse for an absence or an extension on a due date.



# Copyright and Recordings

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- Course materials may not be published, leased, sold to others, or used for any purpose other than appropriate OSU-related individual or group study without the written permission of the faculty member in charge of the course and other copyright holders.
- Lectures should not be recorded without permission from the faculty member and must not be further disseminated or shared.
- Lectures cannot be posted on the web, social media, etc. without the instructors written permission.



# Conclusion

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- Engineers are professionals; he/she is a person of honesty and integrity; he/she aspires to the highest level of ethical conduct as described in the profession's ethical statement.
- For Electrical and Computer Engineers that statement is embodied in the IEEE Code of Ethics:  
<http://www.ieee.org/about/corporate/governance/p7-8.html>
- Read the entire OSU policy: <http://academicintegrity.okstate.edu/>
- Questions?





# Attendance

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Please sign the following:

I have attended the ECE seminar on Academic Integrity: \_\_\_\_\_

Print name: \_\_\_\_\_

CWID: \_\_\_\_\_

