

How do I
demonstrate
it?

How does it help me?

Academic Integrity at CSN

What is it?

Why should I care?

How do I report
violations?



Can you tell them you didn't cheat in school?

How does it help me?



“Bob, let’s hire this one...those students from Honest U. have demonstrated real integrity in the past. They’re doing something right over there.”

“Jenna, let’s be really careful when we call this candidate’s references. Remember that Councilman who went to jail on charges that he failed to recuse himself from the zoning vote that affected the business he was heavily invested in? Wasn’t he also a Cheatem College graduate? They don’t seem to teach integrity there.”

What is Academic Integrity?

- “We tell lies when we are afraid... afraid of what we don’t know, afraid of what others will think, afraid of what will be found out about us. But every time we tell a lie, the thing that we fear grows stronger.” – Tad Williams
- “Character is much easier kept than recovered.” – Thomas Paine
- “To know what is right and not to do it is the worst cowardice.” – Confucius
- “It is hardly respectable to be good nowadays.” – Edith Sitwell
- “As soon as you trust yourself, you will know how to live.” – Goethe
- “The secret of education lies in respecting the pupil.” – Emerson
- “Live so that when your children think of fairness and integrity, they think of you.” – H. Jackson Brown, Jr.

Common Academic Integrity Issues

- How do I cite the ideas of others, and build on them, while giving the originators due credit? What constitutes plagiarism?
- When is it appropriate to work with other students on homework?
- My friend took this class earlier, and offered me his old tests. Is that acceptable?
- I had to write an essay in another class; may I submit it in this class?
- A fellow student is cheating. What must I do?
- What happens if I'm accused of academic dishonesty?
- If I'm accused of academic dishonesty, can I drop the course?
- How do I learn about CSN's Academic Integrity policies?

“How do I cite the ideas of others, and build on them, while giving the originators due credit?”

- You see a well-constructed phrase that eloquently says exactly what you want to say. Can you use it? Yes. But **you must give credit to the originator of the phrase**; failure to do so is called plagiarism, and is a common form of academic dishonesty.
- “Plagiarism is the use of direct quotations, summaries, or paraphrases of the work of others without specific identification of the source.” – Dr. Robert Fuhrel, CSN Department of English
- Many courses accept only certain sources. Some require peer-reviewed journals, while others prohibit open-source, unverified media such as Wikipedia.

Paraphrasing – How To and How Not To

- “To paraphrase is to condense and translate the meaning of a passage into your own language, keeping all the original information. It does not mean simply shifting words around in a sentence or replacing the author’s words with synonyms. In general, paraphrase when you can. In other words, boil down the original and put it into your own words. This will go far to demonstrate your understanding of the original passage. You should quote directly only in certain situations:
 - When the original is worded so elegantly, eloquently, perfectly, or memorably that you do not want to weaken its effect by changing it.
 - When you just cannot paraphrase and do justice to the original, even though you have tried.
 - When the original is very provocative or unusual and you want to borrow the prestige and authority of the original words to run defense for yourself, in case your reader may not agree with your point.
 - When you need to support a general statement you have made about a work of literature by referring to the original text.”
- The above is taken from a handout by Dr. Robert Fuhrel, CSN Department of English.
- When you paraphrase another’s work, you must still cite them as the source.

Paraphrasing Examples - Unacceptable

- **Original text:** “Gregory does not specifically mention days of the week or the Saxon naming of Easter as part of his campaign. But it is not too much of a stretch to assume that Tiw’s Day, Woden’s Day, Thor’s Day, and Freya’s Day – and Easter, came to be used in early Christian England as part of an effort to win over the ‘obstinate minds’ of Saxons and Angles.” – “Calendar”, Duncan, 1998, p. 107.
- **Unacceptable paraphrase by changing words:**
“Gregory doesn’t actually talk about days of the week or the name the Saxon’s gave Easter as part of his effort, but we can easily conclude that Tiw’s Day, Woden’s Day, Thor’s Day, Freya’s day, and Easter were attempts to win over the stubborn minds of the Angles and Saxons.”

Paraphrasing Examples - Unacceptable

- **Original text:** “Gregory does not specifically mention days of the week or the Saxon naming of Easter as part of his campaign. But it is not too much of a stretch to assume that Tiw’s Day, Woden’s Day, Thor’s Day, and Freya’s Day – and Easter, came to be used in early Christian England as part of an effort to win over the ‘obstinate minds’ of Saxons and Angles.” – “Calendar”, Duncan, 1998, p. 107.
- **Unacceptable paraphrase by changing order:** “We can easily conclude that Tiw’s Day, Woden’s Day, Thor’s Day, Freya’s day, and Easter were attempts to win over the stubborn minds of the Angles and Saxons, despite the fact that Gregory doesn’t actually talk about days of the week or the name the Saxon’s gave Easter as part of his effort.”

Paraphrasing Examples - Acceptable

- **Original text:** “Gregory does not specifically mention days of the week or the Saxon naming of Easter as part of his campaign. But it is not too much of a stretch to assume that Tiw’s Day, Woden’s Day, Thor’s Day, and Freya’s Day – and Easter, came to be used in early Christian England as part of an effort to win over the ‘obstinate minds’ of Saxons and Angles.” – “Calendar”, Duncan, 1998, p. 107.
- **Acceptable paraphrase:** “Duncan³ argues that in trying to get English Angles and Saxons to accept Christianity, Tuesday, Wednesday, Thursday and Friday were named after the familiar deities Tiw, Woden, Thor, and Freya.”

“When is it appropriate to work with other students on homework?”

- **Only when explicitly given permission to do so by your instructor.**
- The CSN Student Academic Integrity Policy definition of academic dishonesty includes:
 - “Receiving aid not permitted by the instructor in connection with any academic assignment...” and
 - “Working with others on course work, including in-class and take-home examinations, unless expressly permitted by the instructor...”

“My friend took this class earlier, and offered me his old tests. Is that acceptable?”

- **No. That’s academic dishonesty.**
- The CSN Student Academic Integrity Policy definition of academic dishonesty includes:
 - “Possessing, reading, buying, selling, or using any materials intended for an academic evaluation or assignment in advance of its administration without the knowledge and consent of the instructor.”

“A fellow student is cheating. What must I do?”

- **You have an obligation to report it.**
- The CSN Student Academic Integrity Policy definition of academic dishonesty includes:
 - “Facilitating, permitting, or tolerating...” academic dishonesty.
- Think of how many times you’ve seen a public figure convicted of something, and a colleague convicted as well, because they knew of the other’s crime, but failed to report it.

“What happens if I’m accused of academic dishonesty?”

- **There is a process, and you have rights.**
- The CSN Student Academic Integrity Policy outlines the process, and your rights.
 - The instructor will inform you of the allegation, and offer to meet with you. You have certain rights at that meeting.
 - If the instructor concludes that a violation occurred, the instructor will determine an academic sanction, and will file a report with the Student Conduct Officer, who will determine a conduct sanction.
 - There is an appeal process outlined in the Policy.

“If I’m accused of academic dishonesty, can I drop the course?”

- **No.**
- The CSN Student Academic Integrity Policy states:
 - “A student alleged to have committed a violation of the academic integrity policy is not permitted to drop the course in question before the matter is resolved without the responsible instructor’s expressed permission, and is not permitted to do so if dropping the course would negate the academic sanction. The student may continue to attend the course and fully participate until the matter is resolved.”

“How do I learn about CSN’s Academic Integrity policies?”

- **Go to www.csn.edu/studentacademicintegrity/ .**
- The web site has links both to the CSN Academic Integrity Policy and to the Student Honor Code.
- There are links to guides about properly citing sources, and about plagiarism.
- There are also links to news articles about academic dishonesty.
- It’s a one-stop guide to how to do things right!

There's More!

- The Policy has more information on Academic Integrity; more behaviors that constitute academic dishonesty, and more information about possible sanctions, your rights, and the appeals process.
- Every member of the CSN community needs to be familiar with this important policy.

Academic Integrity – A Good Start to a Life Well-Lived



“Men of integrity, by their existence, rekindle the belief that as a people we can live above the level of moral squalor. We need that belief; a cynical community is a corrupt community.” – John W. Gardner

“Dignity consists not in possessing honors, but in the consciousness that we deserve them.” – Aristotle

“Live so that your friends can defend you but never have to.” – Arnold H. Glasgow

Quotations collected by The Center for Academic Integrity, Clemson University
www.academicintegrity.org/fundamental_values_project/