

Integrity in Practice

This resource suggests numerous ways in which you can act in order to ensure the integrity of your academic practice.

Ask your instructor questions, such as the following, in order to clarify assignment requirements:

- I understand that I should always use one consistent citation style for an assignment. I am used to using X style. Is this the citation style that I should be using for this assignment? What citation style would you prefer I use for this assignment?
- In my assignment, how do I cite:
 - your lecture slides in my assignment?
 - video clips we watched in class?
 - the podcast we listened to in my assignment?
 - articles linked through Moodle?
 - articles that do not have page numbers?
- Where can I get help with finding sources, engaging with them, and attributing sourced information appropriately?
- If I'm not permitted to use Wikipedia, what other sources do you recommend for helping me learn about the topic in a general way?
- Is collaborative group work permissible for this assignment?
- How is our individual work evaluated in group-work based assignments?
- Are study groups allowed; if so what type of activities are permitted?

To ensure that you have worked with academic integrity, you might ask yourself the following questions before submitting your work:

- Did I read and understand all of the sources I've used in my paper?
- Have I accurately represented all information or sources that I've included in my work?
- Have I clearly attributed sources used in my work?
- Have I cited myself when referencing work that I previously submitted for another course?
- Have I kept earlier drafts of the assignment, so that I can provide evidence that it is my own work?

- Consult the Academic Integrity Checklist in the Academic Integrity module in SPARK (<http://www.yorku.ca/spark>) for a more detailed list.

Prevent situations that might lead you to work in academically dishonest ways by taking the following measures:

- Develop effective time-management practices and strategies for coping with stress. See the “Time Management” module and/or visit the Learning Skills Services (<http://lss.info.yorku.ca>) for time management tips and workshops.
- Identify and use the learning supports available to you. Some good places to start are:
 - Learning Commons in Scott Library (<http://www.library.yorku.ca/cms/learning-commons/>)
 - Learning Skills Services (<http://lss.info.yorku.ca/>)
 - Libraries (<http://www.library.yorku.ca/>)
 - Writing Centre (http://www.yorku.ca/laps/writ/writing_centre.html)
- Learn how to properly cite sources. Don’t hesitate to consult your instructor or a librarian if you require assistance.
- Make sure that you understand your assignment. If you are unsure about what you are being asked to do, consult your instructor. See the “[Understanding the Assignment](#)” module for more information.
- Familiarize yourself with the deadlines for withdrawing from courses without receiving a grade (that is, the final drop date).