

## **The Crenshaw School Research Integrity Policy**

The Crenshaw School strives to provide students with the knowledge, skills, judgment, and wisdom they need to function in society as educated adults. The Crenshaw School promotes an environment that fosters the values of truth, integrity, personal accountability and respect for the rights of others. It is our expectation that students take responsibility for their learning and experience the pride that accompanies academic achievement. This ensures a positive learning environment that emphasizes intellectual integrity. To falsify or fabricate the results of one's research; to present the words, ideas, data, or work of another as one's own; or to cheat on an examination corrupts the educational process, impedes a student's academic progress, and compromises the trust between teacher and student that is fundamental to the learning process.

### **Guidelines for Research Integrity**

Students assume full responsibility for the content and integrity of the coursework they submit. The following are guidelines to assist students in observing academic integrity:

- Students must do their own work and submit only their own work on assignments (including homework), examinations, reports, and projects, unless otherwise permitted by the instructor.
- Students may benefit from working in groups. They may collaborate or cooperate with other students on graded assignments or examinations as directed by the instructor.
- Students are responsible for adhering to course requirements as specified by the instructor in the course syllabus.

Staff members will make reasonable efforts to help students maintain academic integrity by providing

- assignment sheets with explicit requirements and directions
- research tasks that stress problem-solving and higher-level thinking skills
- a specific rubric for assessment of the research process and the product
- checkpoints to facilitate the research process, to assist students in time management, and to provide opportunities to help students during the process
- information-problem solving skill instruction when necessary
- clear guidelines for acceptable help from human sources (peers, adults)

Staff members should discuss academic integrity with students and go over expectations and logical consequences for failure to abide by school policy concerning academic integrity.

### **Forms of Research Dishonesty**

Actions constituting violations of research integrity include, but are not limited to, the following:

**Plagiarism:** the use of another's words, ideas, data, or product without appropriate acknowledgment, such as copying another's work, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own.

**Cheating:** the use or attempted use of unauthorized materials, information, or study aids; or an act of deceit by which a student attempts to misrepresent academic skills or knowledge; unauthorized copying or collaboration. Copying another student's homework without direction or approval from the teacher is considered cheating

**Fabrication:** intentional misrepresentation or invention of any information, such as falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references.

**Collusion:** assisting another to commit an act of academic dishonesty, such as paying or bribing someone to acquire a test or assignment, taking a test or doing an assignment for someone else, or allowing someone to do these things for one's own benefit.