

Academic Honesty Policy

The International Baccalaureate Programme offers a quality education that not only assures knowledge, but also cultivates the virtues of academic honesty, honor, courtesy, and perseverance. Of these virtues, academic honesty is of great importance, for it is personal integrity that will influence and finally determine many of our actions and beliefs. The IB Academic Honesty Policy has been established to help uphold the tradition of excellence for which the IB Diploma Programme is known and respected.

Academic Honesty

Academic honesty is characterized by:

- Proper conduct during all exam administrations
- Full acknowledgement of the original authorship and ownership of creative material
- The production of “authentic” work

Malpractice

Malpractice as defined any behavior that results in a student gaining an unfair advantage on an assessment or affects the result of another student. Examples would include:

- Plagiarizing class assignments, lab reports, or published material
- Copying the work of other students with or without their knowledge
- Collaborating with other students on assignments when it is not allowed
- Stealing class assignments from other students and submitting them as one's own
- Doing class assignments for someone else
- Fabricating data
- Disobeying the instructions of an exam administrator
- Exchanging or passing information by way of signals, mobile devices or any other method during an exam
- Including offensive material on an oral or written exam
- Stealing and/or copying exams
- Using an unauthorized calculator or notes during an exam
- Altering answers on a scored test and asking for it to be re-scored
- Destroying or stealing the work of other students

Collaboration and Collusion

Collaboration is working with another student or group of students, either face-to-face or electronically, with the teacher's permission. It applies to in-class or take-home assessments, compositions, labs and homework assignments.

Examples:

- Checking homework answers with others
- Giving and getting feedback on a written assignment
- Working together on a lab assignment.

Teachers allow and encourage collaboration on some assignments, and not on others. Students should not collaborate without prior teacher permission.

Collusion occurs when a student intentionally helps others to engage in any kind of academic malpractice.

Examples:

- Allowing someone else to write a paper for the student

Consequences:

1st Offense: Parent Conference and student will receive a zero for the assignment.

2nd Offense: Written reprimand and student will receive a zero for the assignment and may face possible exclusion from the IB Exam in the specified subject.

3rd Offense: Recommendation for dismissal from the IB Diploma Program.

Students Responsibilities:

- Learn and enhance academic writing, research and citation skills
- Use time management skills so as to provide enough time for review of assignments
- Report any malpractice to teacher or coordinator
- Adhere to exam rules and policies
- When in doubt, clarify with the teacher how much collaboration, if any, is permitted or expected when working on projects or assignments with other students.
- In a bibliography, include only those sources or references used in preparing a paper.

Use of Turnitin.com: Plantation High School has a site license with Turnitin.com. Students and teachers will regularly use Turnitin.com as a vehicle for assessment submission, self-and peer-assessment of works, and as a tool for ensuring academic integrity of student work.

Teacher Responsibilities:

- To teach students how to properly site and reference for their subject areas
- To provide students with feedback during the drafting process of assignments
- To follow and uphold schools academic honesty policy
- To provide clear guidelines on the procedures of group work
- To set up and monitor “ Turnitin” accounts for student use

- To confirming for IBO that to the best of their knowledge that the work submitted for students is authentic.
- To support schools policy on academic practice and provide students with guidance as needed

*Review of policy will take place with IB teachers and administrators prior to the start of each school year.

* IBO.org was used in creating this document