

WHAT IS ACADEMIC MISCONDUCT?

Academic integrity is highly valued in all educational institutions – this means students are required to behave in an ethical manner during their studies. Academic Misconduct can be defined as any conduct that is dishonest or unfair and includes:

- a. Plagiarism:
 - paraphrasing or copying text without adequately stating the source,
 - copying any text of another student's work,
 - copying visual representations (e.g. cartoons, drawings, photos, paintings, software code);
- b. unauthorised collaboration;
- c. cheating in assessment;
- d. fraudulently submitting the work of another person;
- e. purchasing assignments or paying another person to write an assessment;
- f. theft of another student's work, and/or;
- g. any other fraudulent assessment practices.

Whilst ECC supports an educative approach to academic misconduct, staff are expected to be critical of student work, actively looking for plagiarism/cheating and reporting it. ECC staff use similarity detection software (e.g. *Turnitin*) to check student work.



Image: Pirillo, F. C. (2006). *The Whole Internet Truth* [Cartoon]. Retrieved from <http://researchguides.smu.edu.sg/content.php?pid=115947&sid=1005334>

WHY DO WE REFERENCE?

Academic integrity is highly valued in all educational institutions – including ECC. We believe students should be taught about academic honesty in a supportive environment, however penalties will be applied if a student ignores instructions and/or acts in an unethical way. Referencing is important because:

a) It provides more information:

When students write assignments you are expected to research and collect evidence from credible sources. Evidence must be accurate and acknowledged (citing both in-text and end-text) so that the reader knows the original source and can seek further information. Sources might include books, reports, journal articles, magazines, newspaper articles, on-line resources, films, videos, television programmes, lectures and radio programmes.

b) It gives credit to source of original material:

In order to support your argument, it is better to cite experts or reliable sources – to do this, use primary resources (original works) as much as possible rather than rely on someone else’s interpretation of that work. Industry experts often have different opinions of the same facts. Knowledge is constantly changing so debate about our understanding helps produce new knowledge and insights.

c) It gives you higher marks:

When students use credible (reliable and trustworthy) research, you add depth to your position. This means that the lecturer may give higher marks, even if they disagree with you, because you are using expert opinions to support your conclusions. Students should use academic sources such as textbooks, peer reviewed journal articles and websites ending in (.org), (.edu) and (.gov).

d) Using materials without proper referencing is stealing:

Using words, ideas, data, and visual representations of others without acknowledging the source is a type of theft. Writers, artists, programmers, etc. should have their work protected from theft. Copying the works of others without giving credit, is a breach of copyright and can lead to serious legal, reputation and financial penalties.

WHAT HAPPENS WHEN ACADEMIC MISCONDUCT IS SUSPECTED?

Step 1: The Lecturer determines if academic misconduct exists or has occurred.

Step 2: The lecturer interviews student(s) to find out extent and seriousness of the misconduct. The student may be asked to explain and/or answer questions about the assessment. If the student does not attend the meeting, then the lecturer will apply the full penalty.

Step 3: The lecturer will report the type of Academic Misconduct (informal/formal).

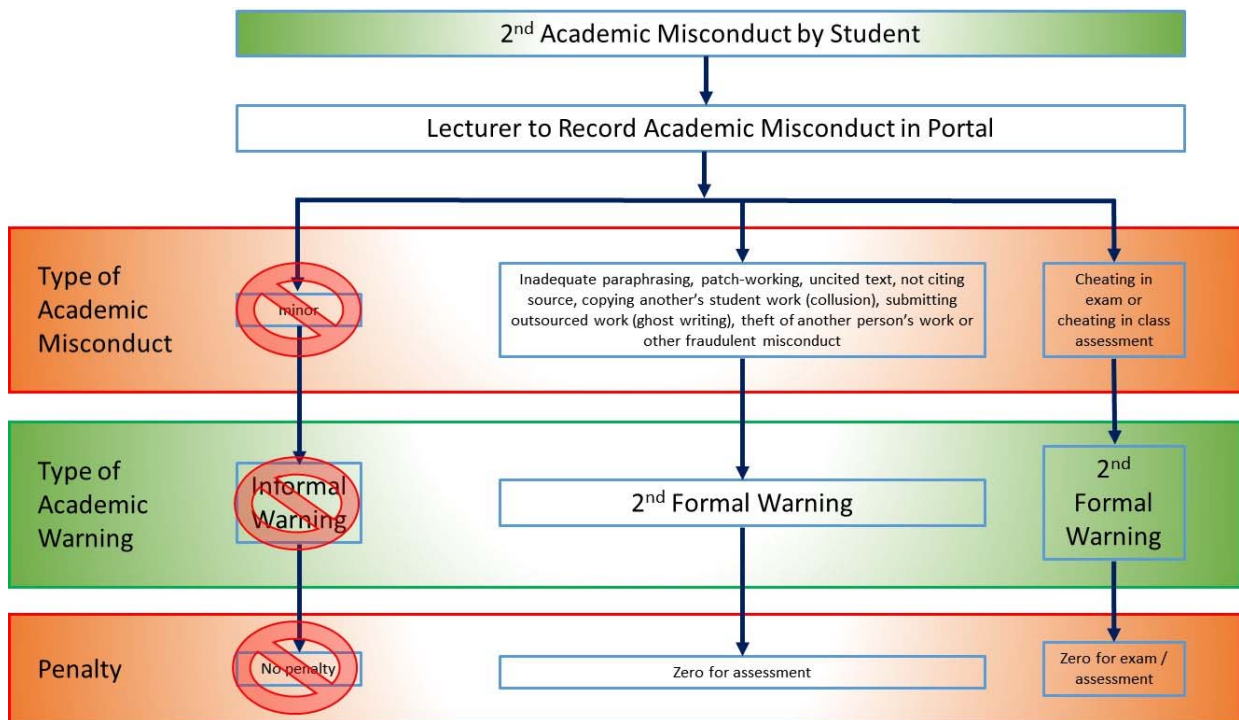
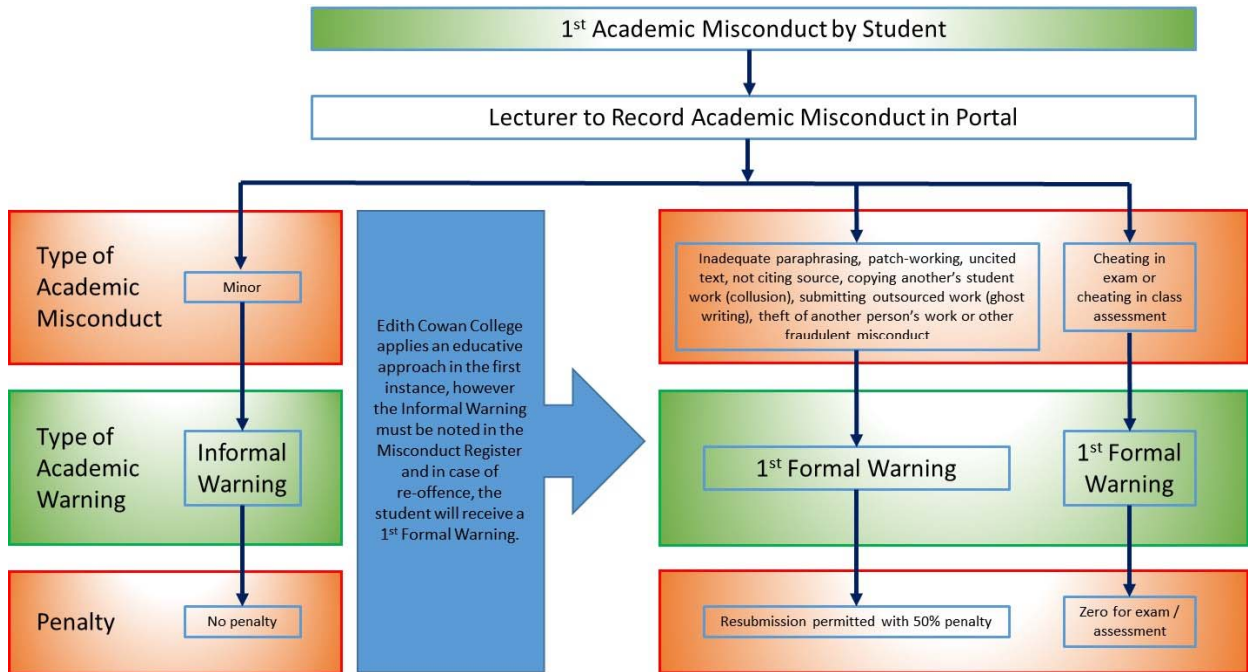
Step 4: The lecturer may require student(s) to attend re-training and/or re-submit work.

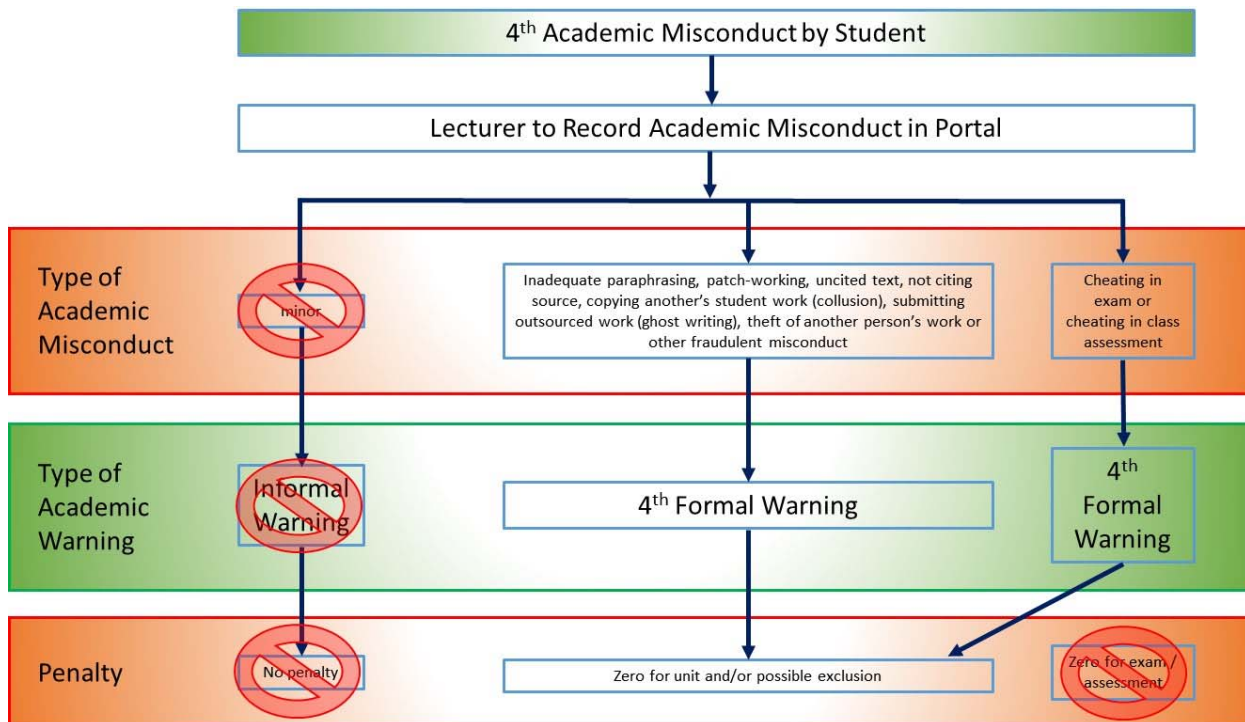
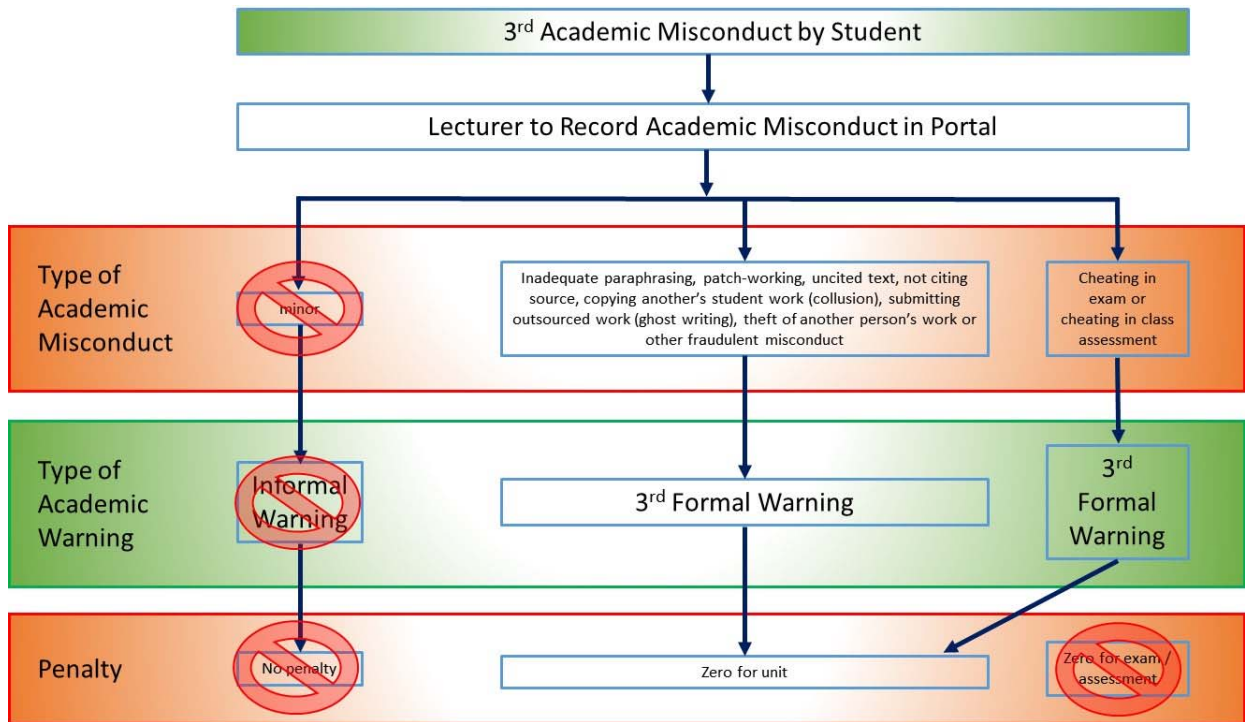
Step 5: The Student and Academic Services (SAS) team will send the respective “Academic Warning” letter to the student, with a copy going to the lecturer.

Step 6: The outcome and type of misconduct is recorded in the “Academic Misconduct Register” and the Student(s) eFile.

See next page for table “What are the levels of Misconduct and possible Penalties?”

WHAT ARE THE LEVELS OF MISCONDUCT AND POSSIBLE PENALTIES?





FURTHER INFORMATION:

- Basics of APA Style: <http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx>
- ECU Referencing Guide: <http://www.ecu.edu.au/centres/library-services/workshops-and-training/referencing/related-content/downloads/ECU-Referencing-Guide-2014-July-update.pdf>
- ECC *Student Misconduct* Policy and *Assessment* Policy:
<http://www.edithcowancollege.edu.au/policies>
- YouTube Referencing Video: See Moodle – E-Café – Referencing and Plagiarism