

Preventing Academic Dishonesty

THE OFFICE OF STUDENT CONDUCT AND JUDICIAL AFFAIRS

Langara.

THE COLLEGE OF HIGHER LEARNING.

Because the demands and objectives of each course are different, not all of the suggestions are appropriate for all situations. Be sure to customize your prevention program to the needs of your class for optimum effectiveness. Students respond better to situation specific instructions than generic ones. Choose whatever tips are useful in your classroom and applicable to your assignments and exams.

Promote Academic Integrity

1. Make your expectations clear and explicit. For example, discuss how the definition of plagiarism applies to the specific assignments in your class.
2. Discuss academic integrity with your students. They will more likely remember the conversation if they are the ones who generate ideas on why academic integrity is important.

If you demonstrate your belief that academic integrity is important, chances are good that your students will follow your lead.

3. Make sure the College's Academic Misconduct policy is explicitly referenced on your course outline.
4. Give examples of times when you personally struggled to do the right thing in your academic work. This alerts students to the reality that academic integrity might not always be a simple matter.

Prevent Plagiarism on Papers

1. Discuss plagiarism and appropriate use of

sources in class.

2. Assign essay topics that are specific to your course and timely in nature, and therefore impossible to find on the Internet.
3. Give clear guidelines for format.
4. Acknowledge that proper citation is a skill that requires practice.
5. Provide bibliography resources (websites, textbooks, handouts, etc.).
6. Analyze a term paper from the Internet in class. This provides dual benefits in that your students learn that you are aware of the paper mills, and they also learn that the quality of the term papers provided can be questionable.
7. Make it clear that all sources – print or electronic – must be cited.
8. Assign term papers in stages: outline, bibliography, rough draft, final draft.
9. Use in-class writing assignments.
10. Give assignments in which the objective is to critique websites, thereby avoiding the temptation for students to copy them.
11. Be explicit about possible sanctions, including failure on the assignment, failure in the course or suspension from the College.

Prevent Cheating on Tests

1. Discuss cheating and academic integrity in class.
2. Change your exam every term.
3. Use alternating formats so students seated next to each other are not writing identical exams.
4. Carefully invigilate your exams. Be sure there

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are sufficient invigilators for the size of the class.

5. Wherever possible, seat students with a desk in between them.
6. Provide scratch paper if required.
7. Record the seating arrangement where possible.
8. Where possible, use long answer/essay format.
9. Formulate questions in which students are required to apply knowledge rather than memorize and reproduce answers.
10. Have students put all bags /coats /hats /electronic devices at the front or side of the room.
11. If possible, have students answer directly on the exam rather than in an exam booklet.
12. Be aware of technologies that could allow cheating, e.g. programmable calculators, phones, recording devices, etc.

13. Be explicit about possible sanctions, including failure on the exam, failure in the course, or suspension.

Prevent Inappropriate Collaboration

1. Be explicit about how much, if any, collaboration is allowed and how it should be acknowledged.
2. Provide a protocol for group work specific to the assignment.
3. Clearly explain how group assignments will be assessed.
4. Make sure your students know that working together when they've been instructed to work individually may result in a cheating/plagiarism situation.
5. Be explicit about acceptable use of tutors, editors and translators.