

MYP at TC Academic honesty policy

We in the MYP at Teleborg Centrum skola are committed to academic honesty. We therefore strive to ensure that the MYP community, understand the importance of academic honesty.

The MYP Learner Profile strives for the student to be, in all aspects of school, work and play:

- Inquirers
- Principled
- Thinkers.

Academic honesty thus connects with the IB learner profile, which is the IB's mission translated into a group of learning outcomes for today's students, and links to students' developing Approaches to learning skills and competencies such as:

- Communication
- Self management
- Research

It is common practice in all aspects of life to be inspired by, or to adapt, ideas or work of others. It is acceptable to build on the work of others and still produce authentic work. However, in an age flooded with shared information and shared opinions, younger learners can find the concept of intellectual property difficult to understand.

This Policy is key is to help guide MYP students in building an understanding that using other people's work is acceptable, but honesty requires them to explicitly give credit to the original author. A student surrounded by a nurturing learning environment will be conscientious and become a lifelong learner acting with integrity in all aspects of life.

Implementing this policy, executing the learner profile attributes and keeping the students updated on the changes and trends within information and media literacy, will empower the students to take their responsibility to execute all aspects of academic honesty.

We at TC define Academic honesty as:

- Doing your own work
- Crediting others' work, pictures, facts and ideas
- Helping, not copying
- Using resources, including the Internet, with integrity

Academic dishonesty includes but is not limited to the following types of misconduct:

- Cheating; the actual giving or receiving of any unauthorized aid or assistance on any form of academic work
- Plagiarism; copying of or presentation of another's ideas or works as one's own, without using the relevant referencing system.
- Forgery; fabricating data

MYP teachers should, implement and reinforce Academic honesty by:

- Making sure that assessment tasks require inquiry and creativity.
- Give the students knowledge on how to signal; use sources, use bibliographies, quotation marks, and reflective commentaries on others' work.
- Cooperating with the librarian; making sure that the students are exposed to the knowledge that aligns with their age and their assessment tasks.

Academic dishonesty

A minor misconduct is to be regarded as a pedagogical teaching opportunity and the teacher alone or together with the librarian, will make sure that the student gets the knowledge required so further misconduct or mistakes can be avoided.

A serious misconduct, or a repeated misconduct will be addressed at a meeting attended by the student, their parents, subject teacher, MYP coordinator, and where necessary Principal. Subsequently, this meeting will then be followed up with the student and mentor.

Procedures for implementing the Academic honesty

Every student that attends Teleborg Centrum skola receives education in academic honesty initiated by the language and literature in collaboration with the school librarian, and followed up by each language teacher (and parents) to make sure they understand the meaning of academic honesty and how to properly credit the work of others.

The goals for academic honesty that should be met by each student divided by year is as follows:

MYP 2

- Reading and understanding the academic honesty policy.
- Familiarity with copyright law and being able to, briefly, state what it means.
- Knowing why you should credit the work of others and doing so by making a simple bibliography.
- Understanding the consequences of academic honesty and malpractice.

MYP 3

- Fully understanding the academic honesty policy and abiding by it.
- Knowing what a bibliography is and how and why one should write one.
- Knowing more about copyright law and where to find pictures that are free to use.
- Understand the consequences of academic honesty and malpractice.

MYP 4

- Fully understanding and abiding by the academic honesty policy
- Understanding the different copyright laws and knowing how to identify which is applicable on different sources
- Knowing how to find pictures that are free to use
- Knowing what a bibliography is and how and why one should write one and also know how quote a variety of media
- Understand the consequences of academic honesty and malpractice

Academic honesty — A student's guide

As a student at Teleborg Centrum skola you need to ensure that your work is within the bounds of academic honesty. By checking the following list you can easily see if you are avoiding dishonesty.

To avoid cheating do not:

- Get unauthorized help with your work
- Download a complete essay online
- Copy and paste large amounts of text
- Make someone else do your work for you

To avoid plagiarism do:

- Ensure that every idea, fact and picture that is not your own referenced in the right way.
- Use quotation marks when quoting (i.e. copying and pasting)
- Have a detailed bibliography which clearly states what sources you used

To avoid forgery do not:

- Make up facts that suit your purpose
- State that a source says something it does not
- Quote a source that does not exist

Academic honesty — A student's guide - checklist

As a student at Teleborg Centrum Skola you need to ensure that your work is within the bounds of academic honesty. By checking the following list you can easily see if you are avoiding dishonesty.

To avoid cheating I did not:

- Get unauthorized help on my work
- Download a complete essay online
- Copy and paste large chunks of text
- Make someone else do my work for me

To avoid plagiarism I did:

- Ensure that every idea, fact and picture that is not my own was referenced in the right way
- Use quotation marks when quoting
- Write a detailed bibliography which clearly states what sources I used:

To avoid forgery I did not:

- Make up facts that suited my purpose
- State that a source says something it did not.
- Quote a source that does not exist.

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