



Academic Integrity Handbook

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Remember You need to cite sources for material that is quoted paraphrased or summarized You need to tell your reader what documents you used to write your essay or report

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e1'1#)1#'/1\$&+&\$<' , ""9+>>. , "0/, #D/+,) "\$'/1" @K&)" +8)) =+1+9'1*#(\$#1)'#() , '+'+\$1+\$*) - . \$#) +)G>.)"0/, +/, +*) 0) 1") +\$<'1"#+\$1+\$>>. "\$#'/1+/0+=&\$<' , ""9@

+ @7/9)+#. *)1#"+&\$'9#()2+*/1R#81/D#(\$##()2+(\$?)#/+>#)'+ / . ,>)" +\$1*b/, # () 2+*/1# + 81/D+(/D#/+>#)'+ / . ,>)" @L##'9)"6+(/D)?, 6+'#'++(\$, *+0/, +=, /0) "" / , "#/#%&?) # ()', +#. *)1#"+&\$'9"+ /0'+<1/, \$1>) 6+)" =>'&&2+D()1#()2+(\$?) +) 9= (\$"T) *#/#()', +&\$""") + (/D+9= /, #1#'+#+'#/#/+> / . 9) 1# + "/ . ,>)" @7/9)+#. *)1#"+9""#8) 1&2+%&?) #(\$#+1/'1#), 1\$&+>#'#'/1" +\$,) +1)> """, 2+\$' &1<+\$'+\$+' / . ,>)" + "#&""#) *+\$##() 1*+/0+\$+=\$=), @

+ @V/"#"+#. *)1#"+81/D#(\$##()2+9. "#+> / . 9) 1#"+ / . ,>)" 6+\$1*6+D'#(+&#&##&)+00/, #6#() 2+ > / . &*+) "\$&2+*/'+@X)?, # () &""6+> / . 9) 1#'#'/1& / 8" &8) +\$& / #+/0+) G#, \$+D/, 86+' /' /9)'+#. *)1#"+ /?) , ""9=&'02+/ , +) 1+\$?/'*+'#@N()2+9\$2+\$"" . 9) #(\$#m+> / . 9) 1#'\$#'/1*+' / "1#"+9\$##, m+>) >\$.)" +\$ + =, /0) "" / , +(\$'+1/#"=) >'0'>&&2+*) 9\$1*) *+'#+, +""#//% . "2#/+>() >8+' / . ,>)" @

L"+D)\?)'+#,) """) *6+2/ . +9. "##8) +> / . 9) 1#'\$#'/1+"', /' . "2@! ?) 1+' . >(m. 1'1#) 1#'/1\$&m+)G\$9=&)" +\$ + # () +>/1"##. #) +1/#0. "##()+'1\$*) - . \$#) +D/, 8+/0+\$&T2+D, #), +% . #+\$>#. \$&+&\$<' , ""96+\$1*#() +, /&&<) + ,) <\$, *"# () 9+\$'?' / &\$#'/1" +/0+\$>\$*) 9'+>1#) <, #2@

D##%!\$#. (Z.5: /\$?!1: /44!5\$' !645?/5%/1; !

7/9)+#. *)1#"+&\$<' , 'T) 6+>)"=#) # () %)"#+/0+1#) 1#'/1"6+%) >\$.)" # ()', +D1+'2"#) 9+/0#8'1<+1/#) "6+/, + &\$>8+/0+\$+"2"#) 96+0\$' &'# () 9@: /D+9'<(##(''+(\$==) 1n+O() 1+\$+'#. *)1#%&'<'1'+('"+,)" \$, >(6+)+9\$2+ #8)+1/#) "0, /9+\$>/ . =&)+/0+' / . ,>)" @X/#+D/, , 2'1<+\$% / . ##() &\$#), +#) =+/0+> / . 9) 1#'\$#'/16+() +9\$2+ 0. "#+1/#) # () #&#)+\$1*+\$. # (/ , +D'#(/ . #> / =2'1<#() +=. %&"" ('1<+10/, 9\$#'/1#(\$#+'+&#'/+)" "" 1#'\$&+1+ * /> . 9) 1#'\$#'/1@:) +9\$2#8)+1/#) "+1*"">, '9'1\$#) &26+0/##'1<+*/D1+D(\$#)?, +)) 9'+1#),) "#1<+/, + .)" 0. &@:) +9\$2+'. 99\$, 'T) +\$#(,) B=\$<)+\$, <. 9) 1#6+- . /#) +\$0) D&1)" +/0#) G#6+=\$, \$=(, \$) +\$+D, #), \'+ >/1>&. ""/1"6+\$1*+9\$8)+\$+0) D+>/99) 1#"+1*'+>#1<+(''+/D1+,) \$>#'/1"#+/\$#) G#@P1>)+0'1" () *+D'#(#' ("'+ / . ,>) 6+() +9\$2+), # . , 1+##/#() &'%, \$, 2+\$1*+=\$>8+' ("'+1/#) "+D\$2+0/, +\$# '9) @i / . +\$1+') + (/D+ / . , + (2= / # () #>\$&'#. *) 1#"+9\$2+<)+1#/#, / . %&)+D() 1+() +>/9) "%%>8#/#()" +1/#) "+\$+D)) 8+/, #D/ &\$#), @ : ""+1/#) "+1>&. *) +>, >#+- . /#\$#'/1"6+=\$, \$=(, \$) "+\$1*+'. 99\$, 'T) "+1+("'+ /D1+D/, *+6+\$1*+(''+/D1+ >/99) 1#"+/1#() + / . ,>) 6+%. #+() +>\$1#&#) &&/1) +0, /9#() + / # () , @

S2#8'1<+1/#)" +9/,)>\$,)0. &&26+2/. +>\$1+\$?/'*#())=#0\$&&'+\$1*+D, '#)+00)>#')&2+0, /9+2/. , +/D1+
1/#)"@d. "#+,)9)9%), 6+D('&)+2/. +\$,)#8'1<+1/#)"6+D(\$#2/. +D'&&+1)) * &#\$#), +/1@O()#(), +2/. #8)+
1/#)" +/1+>\$, * "6+/1&)<\$&=\$*"6+/, +)?)1+/1+>/>8#\$&+1\$=8'1"6+2/. +D'&&+1)) *#()+0. &&+=. %&"('1<+
'10/, 9\$#'/1+0/, +\$12+D, '#)1+'/. ,>)6+\$1*#()+*\$#)6+=&\$>)6+\$1*+\$00'&'\$#'/1+0/, +\$12&)>#. ,)+/, %/\$*>\$"#+
"/. ,>)@O()1+2/. & //8+%\$>8+\$#2/. , +1/#)"6+2/. +D'&&+1)) *#/+*"'#1<. ""(+2/. , +/D1+>/99)1#"0, /9+
2/. , +=\$, \$=(, \$"1<+\$1*+-. /#\$#'/1@L1*6+0/, +\$>>. , \$#)+,)0,)1>)>'#\$#'/1"+1+2/. , #)G#6+2/. +D'&&+1)) *#/+
81/D+=<)+1. 9%), "0/, +'=">'0'+#)9"2/. , +,)0, #/+D()1+2/. +D, '#)@

!00)>#') +1/#)B#8'1<+ '#, \$#<')"+

- OWFN! +\$+>/9=&#) +%'%&'<, \$=(2+)1#, 2+0/, +)\$>(+"/. ,>)@
- KLWLK: WL7!>\$,)0. &&26+\$1*+1+2/. , +/D1+D/, * "6+\$12+9\$#), '\$&#(\$#2/. +* /+1/#+=. #+1+- . /#\$#'/1+
9\$, 8"@
' @ 9\$, 8+D'#(+KLW+
" @ 1/#)+=\$<)+1. 9%), "A=@30c@
- 7eVVLWi+
' @ 9\$, 8+D'#(+7eV@
" @ 1/#)+=\$<)+1. 9%), "A=@5j B5pC@
- fePNLNFPX7+
' @ >/=2+\$12#('1<+2/. +=&\$1#/+-. /#)+D/, *B0/, BD/, *+0, /9#()#)G#)+G\$>#&2+\$"+#+\$==)\$, "@
" @ 9\$, 8+\$&&+-. /#\$#'/1"+D'#(+fePNLNFPX+VLWc7@
"" @ 1/#)+=\$<)+1. 9%), "A=@5kpB5_j C@
- iPeW+; PVV! XN7+
' @ D()1+2/. +D, '#)+*/D1+2/. , +/D1+>/99)1#"+\$1*+,)\$>#'/1"#/+\$/ . ,>)6+&)&\$, &2+1*'+\$#)+
6T4654BT-0. 0

!"D#!"

E+O()1#()+'1#/,/*.>#/,2+=(,\$")1*'+1+m#(\$#m+2/.+*/+1/#+. ")\$>+99\$+%0/,)#()+-./#\$/1@
P0#)16+2/.+*/+1/#+1)) *#/'1>&. *)+\$+D(/&+)1#)1>)+0,/9+\$+'/. ,>)+0+\$&&+2/. +D\$1#/#/+-. /#)'+"+\$+D/, *+
/,+=(,\$")@7)&)>#+-./#)*+9\$#),'\$&+>\$,)0. &&2+'/#(\$#2/. +>/1#/,&#()+'1#)1>)+@

7/>'\$&T\$#/1+1?/&?)">/1#1. \$&&2+%&/>8'1<+1\$*+0,. "#,\$#1<+m#()>('&*\'1+\$#. ,&&+. ,<)/#/+9/?)+
0,))&2+0/,D\$, *6+9\$1'=. &(\$#)6+G=),'9)1#6+1\$*+)G),>'")+((''+/D1+\$''''9'&\$#'?)+=/D),'m+S)>8),+
j oC@

-44/61(1!

O()1+2/. +\$&#),#()+-./#)*+9\$#),'\$&+1+\$12+D\$26+2/. +1)) *#/'1*'+\$#)#/2/. ,+,\$*) ,#(\$#2/. +(\$?) +
/1)+"/@e")+(\$1+)&&'=""'+/0#(,)+/#"+A@@@C#/#+)&'9'1\$#)=,\$#'+/0+\$+'/. ,>)+2/. +*/+1/#+D'' (#/+-. /#)@
M/,+9\$#),'\$&+9'##)*+\$##()1*+/0#()+'1#)1>)+6+\$**+\$+=),'/*#/#()#(,)+&&'=""'+*/#'+N(\$#+9)\$1"+
2/. \&&+(\$?)0/. ,+*/#"+\$##()1*+/0+\$+')1#)1>)+@!&&'=""'+"/. &*%)+. ")*+/1&2+1#()1*+*&)+\$1*+\$##() +
)1*+/0+\$+-./#\$/1/[#()2+\$,)+1/#+. ")*+\$##()%)<'11'1<@X/#)#(\$##(),)+'"+\$+'=\$>)+2=)*+\$0#),+)\$>(+
/#@i / . +'(/. &#8\$)>,\$,)+1/##/+*''#/,##()1*+1\$1'1<+0#()+'/'<'1\$&+/' . ,>)+D()1+2/. +. ")&&'=""'+@

S)>\$."+'>'\$&T\$#/1+1?/&?)"%&/>8'1<+m#()>('&*\'1+\$#. ,&&+. ,<)/#/+@G),>'")+((''+/D1+
\$''''9'&\$#'?)+=/D),'m+S)>8),+\$, <.)"#(\$#+\$&&+)=/=&)<, /D+. =+1). ,/#'+Aj oC@

+

3V<5%(IQ%50: (.1!

7-. \$,) +%,\$>8)#"+q+r+1*'+\$#)+D/, *"#(\$#+2/. 6+\$"+D, #),+1\$*+)*#/,6+1") ,#+1#/++\$+-./#)#/2/>&\$,'02+'#+/ ,+
9\$8)+#<,\$99\$#'+\$&&2+>/, ,)>#@

N()+'>(/&+%/,\$,*+>\$1**\$#)#()1+>/1>&. *)*EmP. ,+00/,#+1#(''+*')>#'/1q'9=,/?'1<+
<,\$*.\$#'/1+,\$#)"r+(\$?)1)?) ,+\$==)\$,)*+9/,)=, /9''''1<@

>.54/0/U/\$?!2#%!(; 6, 51/1!

7/9)#'9)"d()1+2/. +. /#)+\$+=\$""\$<)6+2/. +D\$1#2/. ,+,\$*) , #/+=\$2+##)1#'/1#/+=\$+\$, #'>. &\$,+D/, *+/, +
=(, \$")@i / . +>\$1+'\$&'>T)#(\$#D/, *+/, +=(, \$")d()1+2/. +. /#)6+%. #+2/. +9. "#+1*'>#)#/+2/. ,+,) \$*) , +
#(\$#2/. +(\$?)+\$**)*#(+'#\$&'>"@: ,)\'+(/D#/+*/+##E+

L" #(\$#)+\$"+34546+K') , ,)d\$1)#6+&)>#. , '1<+/1+9)1#\$&'&&1)""'6+>/11)>#)*+9\$*1)""#/'". =), 1\$#. , \$&+
". =), (. 9\$1+\$%'&'#)"@mf1#()+*)?&/=9)1#+/0+?) , 2+<,)\$#+,)&'</16+%/#(+1+\$1>')1#+\$1*+1+
9/*), 1#+'9)"6m+d\$1)#+'\$*6+m#(,)+(\$?)+\$&D\$2"+%)1+'#,\$1<)+=), "/1"+D(/+, \$"")*#()+
\$*9', \$#'/1+/0#()>, /D*+%>\$. ")#(, '+1\$# . ,)+))9)*#/%)+*'00),)1#0, /9+#7, (/"/(+7%\$m+
Ad\$1)#+06+'\$&'>"\$**)*C@N('"+*"'#1>#'/1+9\$*)+9\$*1)""+%/#(0)\$,)*+\$1*+)1?')*@

S)""*)"#()+\$**"#/1+/0+'#\$&'>"6+1/#>)+(/D#()+D, '#), +%, /8)#()+- . /#\$#'/1+1#/#D/+=\$, #'+%2+
'1#) , , . =#1<+#()+- . /#)*+=\$""\$<)+D'#(+md\$1)#+'\$*@m+N()'+1#) , , . =#'/1"+') , ?)+D)&&#/+()&=+2/. +
'1#)<, \$#)#()+- . /#)*+9\$#), '\$&'1#/+2/. , +/D1+D, '#1<@X/#>)6+\$&' /6+#(\$##()+D, '#), +>/99)1#)*+. =/1+
#()+\$&'>T)*#), 9"+1#()+'1#)1>)#(\$#0/%%/D"#()+- . /#\$#'/1@

!
S#\$? (%&#%Q4#0: !V<#.5./#\$1!

!\$, &'), +1#("'<. '*')6+D),)>/99)1*)*#(\$#2/. +*/. %&)

>/99)1#\$,2+\$%/ . ## ()+- . /#\$#/1@H/1#+- . /#)+\$1*+, . 1@f1# ()+0/%%/D'1<+)G\$9=&)6+1/#'>)+(/D# ()+

f0+2/. +\$,)+-. /#1<#(,) +&'1)" +/,+0)D),6+1#)<,\$#)#()+- . /#\$\$'/1"+1#/+2/. ,+/D1+")1#)1>)6+. "'1<+&\$"&\$" (+
AbC#/+1*'+>\$#)+&'1)+%,)\$8"@f1*'+>\$#)+&'1)+1. 9%),"+\$##(+)1*+/0#()+- . /#\$\$'/1@

F1+m71\$8)6m+! 9'&2+H'+8'1"/1+*" ">,%)" +(),+ ". %0)>#%2+#()+00)>#+/0+'#+9/?)9)1#E+mN() +<,\$""+
?')" +\$" +D'#(+&+>/9%6b+L+" =/##) *+" (\$0+'""") 1m+Aj BpC@

+