

Academic Integrity



College of Global Liberal Arts
Ritsumeikan University

“Academic integrity refers to the behavior, norms, and standards necessary to the College ensuring the soundness and credibility of its academic practice. (...) **All students are responsible** for understanding what behavior upholds and violates these standards, and for avoiding and reporting any academic misconduct within the College.”

-GLA Policy on Academic Misconduct

http://en.ritsumei.ac.jp/gla/file/academics/policies/academic_misconduct.pdf

A violation of academic integrity is called **academic misconduct**. GLA has a policy on academic misconduct to keep its intellectual activities sound and safe. You can find the link to the whole document on the top page of the GLA website.

Our policy requires students to be responsible for understanding what constitutes academic misconduct. Also, students are responsible for avoiding and reporting any academic misconduct within the College. **You have no excuse** for not knowing what academic misconduct is, whether you actually read this document or not.

It is very **important for your success** at the University to understand how to observe our policy. This presentation is going to inform you what are violations of academic integrity.

Plagiarism
is a form of
academic misconduct.



The verb form “plagiarize” is **“to steal and pass off (the ideas or words of another) as one's own : use (another's production) without crediting the source.”**

- *Merriam-Webster.com Dictionary*, s.v. “plagiarize,” accessed March 10, 2022,
<https://www.merriam-webster.com/dictionary/plagiarize>.

What is plagiarism?

“Plagiarism is presenting someone else’s work or ideas as your own, with or without their consent, by incorporating it into your work without full acknowledgement.

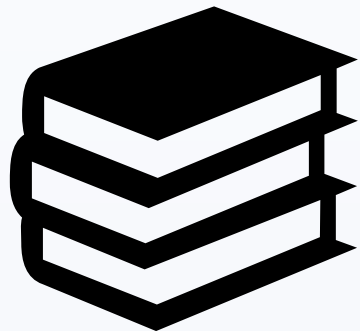
All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition.”

University of Oxford. “Academic good practice – a practical guide.” Accessed March 11, 2022.

https://www.ox.ac.uk/sites/files/oxford/field/field_document/Academic%20good%20practice%20a%20practical%20guide_0.pdf

Examples of Plagiarism

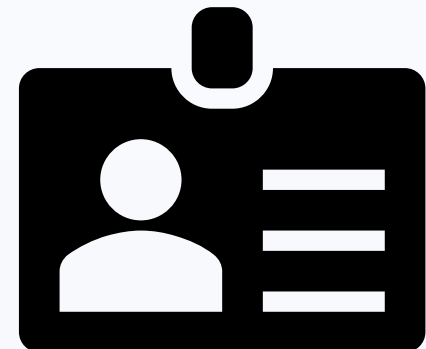
- Quoting the works of others without acknowledgement
- Failure of the use of quotation marks or indentation
- Paraphrasing (changing words or the word order) without acknowledgement
- Cutting and pasting from different sources to compose writing without clear acknowledgement



Examples of Other Academic Misconduct

- Sharing answers with another student in an exam
- Having someone write your paper or take an exam instead of you
- Submitting your own essay which you submitted in another class previously to earn credits
- Citing a passage that you translated from another language without indicating the original source
- Bringing unauthorized items to the exam venue
- Falsification of data

Identification of authorship is important!



Possible Consequence of Academic Misconduct

- Awarding of an F in the course
- Recommendation of suspension from the University
- Recommendation of dismissal from the University



Remember, faculty members have much more experience in the academic community than their students, so it is easy for them to catch academic misconduct. !

Case Study Quiz



◆ *Read the story below and answer the following questions.*

Student A was not sure what to write for the essay assignment and asked his/her classmate Student B to share B's paper draft.

Student B wanted to help Student A, so B shared his/her draft. Student B never imagined that Student A would cause any harm to him/her.

Student A used the structure of the essay and rephrased the sentences. Student A also used thesaurus to replace words in the essay.

After their submission of the essays, the instructor found the contents of Student A and B's essays were almost same.

Q1. Who do you think is to be accused ?

- ① Student A
- ② Student B
- ③ Both Student A and Student B



Q1. Who do you think is to be accused ?

Answer: ③ Both Student A and Student B

Both Student A and Student B are responsible for the incident.
Student A committed plagiarism. Student B assisted plagiarism.

Q2. What would happen to Student A?

- ① Student A's grade is lowered by a letter grade.
- ② Student A receives an F for the course.
- ③ The university calls up Student A for an interview to determine whether he/she is subjected to official punishment.



Q2. What would happen to Student A?

Answer: All of three are possible.

- ① Student A's grade is lowered by a letter grade.
- ② Student A receives an F for the course.
- ③ The university calls up Student A for an interview to determine whether he/she is subjected to official punishment.

③ is expected, for sure. ① and ② are also possible result of the investigation by the College.

Q3. What would happen to Student B?

- ① Student B's grade is lowered by a letter grade.
- ② Student B receives an F for the course.
- ③ The university calls up Student B for an interview to determine whether he/she is subjected to official punishment.



Q3. What would happen to Student B?

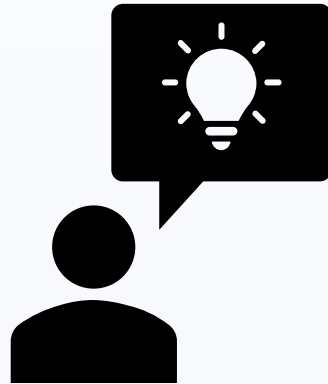
Answer: All of three are possible.

- ① Student B's grade is lowered by a letter grade.
- ② Student B receives an F for the course.
- ③ The university calls up Student B for an interview to determine whether he/she is subjected to official punishment.

③ is expected, for sure. ① and ② are also possible result of the investigation by the College.

Q4. How could Student B help Student A?

- ① Share his/her paper draft and tell Student A not to copy.
- ② Share his/her class notes instead of the paper draft.
- ③ Say “no” to Student A but offer a little time to answer Student B’s question about the assignment after Student A writes his/her draft.



Q4. How could Student B help Student A?

Answer: ③ Say “no” to Student A but offer a little time to answer Student B’s question about the assignment after Student A writes his/her draft.

① is not an ideal response to Student A’s request. Student B has no control over his/her paper draft. Even when both students are close friends, it is wise to avoid any opportunity that can go wrong. Student A may not intend to plagiarize, but once he/she sees Student B’s written account, Student A may use the same phrase or idea unconsciously.

② may lead to the same problem as ①. It is possible that Student A use the same phrase or idea in Student B’s notebook unconsciously and the result may lead to the same problem as ①.

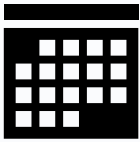
③ Student B can refer to the policy of academic integrity and tell Student A that he/she does not want to take the risk of losing their friendship. If Student B wants to help Student A further, he/she can answer questions after Student A writes his/her paper draft. Peer-learning is always encouraged, but students should verbally discuss contents rather than sharing written accounts to avoid the risk of plagiarism.

Another possible answer is that Student B helps Student A to form questions to ask their course instructor. Consulting with instructors about academic concerns is appropriate.

To Avoid Plagiarism



Understand the consequences of plagiarism and what are considered as plagiarism.



Plan ahead for the assignments.



Talk to your instructors about your academic concerns.



Use school resources like Writing Support and SSP.

Useful Resources for Your Success



[Purdue Online Writing Lab](#)

Comprehensive guide of citation styles and great tips for writing

[Plagiarism Quiz \(Wayne State University\)](#)

Try to see if you can answer all of them correctly!

[Perils and Pitfalls \(University of Toronto\)](#)

Scenarios of academic misconduct and strategies to avoid the cases.

[Plagiarism... and how to avoid it \(University of Oklahoma\)](#)

A list of unacceptable excuses and some explanation of paraphrasing