Honesty is the foundation of academic excellence.

Honesty builds the mutual trust and open communication necessary for intellectual inquiry and growth.

The Arts, Sciences, & Engineering Academic Honesty Policy recognizes our shared obligation to promote academic integrity, establishes high standards of academic conduct, and requires us to meet those standards.

Academic honesty means acting with truthfulness and sincerity in carrying out all aspects of our individual and collaborative work, maintaining ownership over our work, and acknowledging our debt to the work of others.

As members of the University of Rochester community, we have an obligation to uphold these standards and to create a culture of honesty and integrity on our campus.

www.rochester.edu/college/honesty

THE ACADEMIC HONESTY AWARENESS PROJECT:
Brought to you by the All-Campus Judicial Council, the Center for Excellence in Teaching and Learning, the River Campus Libraries, and the Writing, Speaking & Argument Program.
TIPS FOR RESEARCH PAPERS

Follow these tips for research papers and learn more about the Arts, Sciences & Engineering Academic Honesty Policy at: www.rochester.edu/college/honesty

**Tip 1: Know the Policy**

In all paper drafts and presentations, be sure your reader can tell the difference between your ideas and others’ ideas.

Whenever you use others’ words, ideas, or visuals, you must cite your sources—this includes Wikipedia!

Giving or receiving unauthorized aid or feedback on written assignments is a violation of the academic honesty policy.

**Tip 2: Consult Your Instructors**

Citation practices vary across disciplines and courses. Check with your instructor about when and how to cite!

Be sure to ask your instructors for their policies on collaboration and peer review.

**Tip 3: Helpful Resources**

The River Campus Libraries offer one-on-one research help, an online chat service, and related workshops.

The Writing and Speaking Center offers writing support through in-person and online tutoring and group writing activities.

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TIPS FOR EXAM SUCCESS

Follow these tips for a successful exam week and learn more about the Arts, Sciences & Engineering Academic Honesty Policy at: www.rochester.edu/college/honesty

Tip 1: Start Studying Early
Plan ahead and manage your time to reduce exam day stress.
Organize your lecture notes, homework assignments, and readings.
Study skills counseling, study groups, and individual tutoring sessions are available through the Center for Excellence in Teaching and Learning.

Tip 2: Consult Your Instructors
Consult your instructors and teaching assistants to learn about the best methods for review.
Make sure the instructor has approved the use of old exams to prepare for the test.
Consult your instructors and teaching assistants about course-specific policies for examinations.

Tip 3: Prep Exam Materials
Avoid bringing your cell phone into the exam room. If you must bring your phone into the room, turn it off and keep it in a closed backpack.
Make sure all bags are zipped shut and no loose papers are visible.
Set all of your approved materials on your desk before the exam starts.

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TIPS FOR GROUP PROJECTS

Follow these tips for honest collaboration and learn more about the Arts, Sciences & Engineering Academic Honesty Policy at: www.rochester.edu/college/honesty

Tip 1: Know the Policy

Unless otherwise specified by your instructor, turning in identical work on collaborative assignments is a violation of the academic honesty policy.

Other violations include copying data from other students' labs or research projects and allowing other students to copy your data.

Tip 2: Consult Your Instructor

If you do not understand the guidelines for academically honest group projects, ask your instructor, and try to get the answer in writing.

Read the syllabus and instructor guidelines carefully. Consult the instructor if you are uncertain about how should be divided.

Tip 3: Set Guidelines

Clearly define the responsibilities of each group member.

Schedule regular check-ins with other group members, in advance of the deadline, to ensure your project is on track for completion and meets the criteria for academically honest work.

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