Academic integrity checklist for course design

Before the course starts:

- Ensure all teaching staff are familiar with University policy/regulations around academic integrity and their responsibility to promote good practice and prevent academic misconduct.

Canvas course pages:

- Include links to the University’s Academic Integrity page and Student Academic Conduct Statute in your Canvas course.
- Remind students that they need to complete the Academic Integrity course, and why it is important. Link to it in Canvas for students to review the content.
- Provide a clear message on where students can get academic support (e.g., Piazza, office hours, tutorials and support websites, such as Learning Essentials) and how often you will check and respond to student queries.

Assessment:

- Include the Academic honesty declaration in your assessments.
- Make sure assessments are designed to minimise the opportunities for academic dishonesty, e.g. authentic tasks, randomised questions.
- Provide rubrics or grading criteria for assessments.
- Consider group assessments, with individual components. Ensure that you discuss with students the process and challenges of group work.
- Use plagiarism detection software (e.g., Turnitin).

In class:

- Introduce academic integrity in your first lecture, discuss the importance of it with your students throughout the course.
- Discuss the different types of academic misconduct with students and provide examples. E.g., some students struggle to see the difference between legitimate collaboration and inappropriate collusion – especially in group work settings.
- Explain the grounds for applying for extensions or aegrotat/compassionate considerations to your students.

After the course ends:

- Ensure any issues related to academic integrity are discussed and commented on in the end-of-course review.