

## STUDENT GUIDELINES FOR INDIVIDUAL AND GROUP WORK

Department of Geosciences, University of Arizona

Academic Year 2010-2011

### 1. Underlying Principle

Unless specified in the assignment, all work and all words used to describe the results of an assignment must be the student's own. No material, whether paragraphs, sentences or phrases must be copied from another student or any external source. External material that is used, usually for a specific reason, must be accompanied by a citation of the source.

### 2. Individual Assignments

In some cases, students will be told that no conferring is allowed; if that is the case, students must not discuss their work with others, or show others their work. More often, Geosciences faculty will encourage discussion among students, because this facilitates learning. In such a case, any ideas and concepts may be discussed openly, but the student is still responsible for his/her own work turned in for grading. Identical paragraphs, sentences, phrases, or notations on a map/illustration may not be used by two or more students. The best way to avoid this is for students to discuss the assignment, but then separate from each other in order to produce the work to be turned in for grading, and not share electronic files using e-mail, flash drives or other method.

### 3. Group Assignments

Geosciences faculty routinely give two kinds of group assignments. Category 1 is a group assignment where students work in parallel on the same material (for instance a mapping exercise), but then turn in individual work for grading. Discussion is encouraged, but it is essential that each student first perform the written or map work individually, after which ideas may be exchanged and interpretations modified before the work is graded. Copying of another's work is prohibited, and this can be avoided in the same way as for individual assignments. Category 2 is a group assignment where students work explicitly as teams, perhaps with each member performing parts of a complex task (such as a geophysical or analytical experiment), and a combined product will be graded with equal scores for all members of the team. In this case, full discussion of the work, before any write-up takes place, is expected. The instructor will inform students whether a group assignment is Category 1 or 2.

### 4. Reporting of Cheating

All incidents of cheating or plagiarism, including facilitating of same, will be reported to the Dean of Students' office and the College of Science. As well as the violations in take-home or field assignments detailed above, this will include any violations during quizzes and exams. The University's procedure and forms give students an opportunity to explain to the instructor, and to comment upon (or rebut) any accusations in writing before the forms are turned in. But the forms can be turned in, reporting the cheating incident, even if the student fails to meet with the instructor or does not countersign the paperwork.

5. Expectation of Student Integrity

Instructors in the Department of Geosciences set a high standard for themselves as educators, and they expect that students, both in general education and majors' classes, will do the same for their own education. Thus cheating and plagiarism will not be tolerated.

6. UA Code of Academic Integrity

This document is a statement of what students and faculty should expect within Department of Geosciences, or in general education courses offered by the Department. It does not replace the UA's Code of Academic Integrity, which can be read in full at <<http://deanofstudents.arizona.edu/codeofacademicintegrity>>