

# Faculty of Engineering and Computer Science

## Expectations of Originality

This form has been created to ensure that all students in the Faculty of Engineering and Computer Science comply with principles of academic integrity prior to submitting coursework to their instructors for evaluation: namely reports, assignments, lab reports and/or software. All students should become familiar with the University's Code of Conduct (Academic) located at [http://web2.concordia.ca/Legal\\_Counsel/policies/english/AC/Code.html](http://web2.concordia.ca/Legal_Counsel/policies/english/AC/Code.html)

**Please read the back of this document carefully before completing the section below. This form must be attached to the front of all coursework submitted to instructors in the Faculty of Engineering and Computer Science.**

**Course Number:** \_\_\_\_\_ **Instructor:** \_\_\_\_\_

**Type of Submission (Please check off responses to both a & b)**

- a.     Report     Assignment     Lab Report     Software
- b.     Individual submission     Group Submission (All members of the team must sign below)

Having read both sides of this form, I certify that I/we have conformed to the Faculty's expectations of originality and standards of academic integrity.

Name: \_\_\_\_\_ ID No: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

Name: \_\_\_\_\_ ID No: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

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(please print clearly)

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(please print clearly)

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(please print clearly)

Name: \_\_\_\_\_ ID No: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print clearly)

**Do Not Write in this Space – Reserved for Instructor**

## EXPECTATIONS OF ORIGINALITY & STANDARDS OF ACADEMIC INTEGRITY

### **ALL SUBMISSIONS must meet the following requirements:**

1. The decision on whether a submission is a group or individual submission is determined by the instructor. Individual submissions are done alone and should not be identical to the submission made by any other student. In the case of group submissions, all individuals in the group must be listed on and must sign this form prior to its submission to the instructor.
2. All individual and group submissions constitute original work by the individual(s) signing this form.
3. Direct quotations make up a very small proportion of the text, i.e., not exceeding 5% of the word count.
4. Material paraphrased from a source (e.g., print sources, multimedia sources, web-based sources, course notes or personal interviews) has been identified by a numerical reference citation.
5. All of the sources consulted and/or included in the report have been listed in the Reference section of the document.
6. All drawings, diagrams, photos, maps or other visual items derived from other sources have been identified by numerical reference citations in the caption.
7. No part of the document has been submitted for any other course.
8. Any exception to these requirements are indicated on an attached page for the instructor's review.

### **REPORTS and ASSIGNMENTS must also meet the following additional requirements:**

1. A report or assignment consists entirely of ideas, observations, information and conclusions composed by the student(s), except for statements contained within quotation marks and attributed to the best of the student's/students' knowledge to their proper source in footnotes or references.
2. An assignment may not use solutions to assignments of other past or present students/instructors of this course or of any other course.
3. The document has not been revised or edited by another student who is not an author.
4. For reports, the guidelines found in *Form and Style*, by Patrick MacDonagh and Jack Borden (Fourth Edition: May 2000, available at <http://www.encs.concordia.ca/scs/Forms/Form&Style.pdf>) have been used for this submission.

### **LAB REPORTS must also meet the following requirements:**

1. The data in a lab report represents the results of the experimental work by the student(s), derived only from the experiment itself. There are no additions or modifications derived from any outside source.
2. In preparing and completing the attached lab report, the labs of other past or present students of this course or any other course have not been consulted, used, copied, paraphrased or relied upon in any manner whatsoever.

### **SOFTWARE must also meet the following requirements:**

1. The software represents independent work of the student(s).
2. No other past or present student work (in this course or any other course) has been used in writing this software, except as explicitly documented.
3. The software consists entirely of code written by the undersigned, except for the use of functions and libraries in the public domain, all of which have been documented on an attached page.
4. No part of the software has been used in previous submissions except as identified in the documentation.
5. The documentation of the software includes a reference to any component that the student(s) did not write.
6. All of the sources consulted while writing this code are listed in the documentation.

***Important: Should you require clarification on any of the above items please contact your instructor.***