

## Academic Integrity Checklist

- I fully understand my instructor's requirements for
  - group and individual assignments.
  - use of generative artificial intelligence (genAI).
- If generative AI is permitted to be used for assignments in this course, I have included disclosure items required by my professor, such as:
  - a statement describing what tools I used and how I used them;
  - a record of the prompts I used and the outputs generated from the AI tool;
  - citations
- If generative AI is not permitted to be used for assignments in this course, I have not used generative AI to generate any part of this work.
- There is no part of my assignment, paper, or research report I am submitting that I do not understand. (If you do not understand your own work, then it is not in your own words, and may have been plagiarized.)
- I have kept my research notes, lab-sheets, outlines, and early drafts. (You could be asked to provide these to your instructor.)
- My direct quotations have quotation marks (both opening and closing) and are fully cited in the text and in my bibliography / works cited / reference list.
- I have included citations for all ideas taken from other sources.
- The entries in my bibliography correspond with every idea and quote I have used.
- I have checked my work against my notes to be sure I have correctly referenced all direct quotes and borrowed ideas.
- Apart from material that is a direct quotation, everything else is in my own words.
- In paraphrasing the work of others, I put the complete idea into my own words and did not just change a few words.
- I have checked all citations for accuracy.
- I have asked an instructor or librarian how to cite material I was unsure how to cite.
- I have used one recognized citation style (such as APA, MLA, Chicago...) consistently.
- I have accurately and completely described any data or evidence I collected.
- I did not share my work with others in ways not explicitly authorized by my instructor.
- This is the first time I have submitted this material for any course.