

--SFU Policy S 10.01, 1.3

This is a guide to academic integrity and the proper use of secondary sources in research and writing in English. Academic dishonesty -- or even inadvertent lack of intellectual rigor -- undermines the University's main functions: learning and research. Even when committed out of ignorance, academic dishonesty is serious and has serious consequences.

<http://www.sfu.ca/policies/gazette/student.html>.

- c. Cheating in an examination, including
  - i. the unauthorized sharing of material such as t examination;
  - ii. concealing information pertaining to the examination in the examination room, or in washrooms or other places in the vicinity of the examination room;
  - iii. using course notes or any other aids not appro

When you write and make oral presentations at university, you often use information and ideas acquired from books, journal articles and other secondary sources. If you use information or ideas not originally yours, you must indicate your sources and where you found them. The exception is information or ideas that are common knowledge in the academic community you are addressing.

The most common misunderstanding of this policy -- hence the most common reason for inadvertent plagiarism -- is the false belief that only word-for-word quotes need to be referenced. This is not true. You do not need to reference a familiar proverb ("You can't judge a book by its cover"), a well-known quotation ("two solitudes"), or a generally known fact (Canada is a parliamentary democracy); but you do need to reference a paraphrased opinion, and you do need to reference a fact if it is not part of your readers' common knowledge or if it may be disputed. Moreover, both print and nonprint sources (e.g., television programs, personal interviews, even

If the Chair of the Department receives information that a student