

Academic honesty policy

There is a clear attitude and position held by the school in relation to academic honesty. All Norwegian state schools work on this, a common denominator for both programmes. This is partly done by the library staff, or learning centre staff, as it is referred to at our school; they make all students aware of the need for reference. The librarians give courses and make available the methods by which this can be achieved on the school web site. Teachers obviously include this in their various subjects.

Breach of the academic honesty comes under the following four headings:

1. Plagiarism

Part of this is done by the library or "learning centre", as it is referred to at our school, which makes all students aware of the need for reference. The librarians give courses and make available the methods of achieving this. There is even a link on our school web site so that students can check and learn the accepted methods and needs for reference use.

When pupils have tests/work on their computers teachers can connect a programme called "LAN school" that monitors what is being used for the work in question. Computers are isolated and prevented from entering or accessing any internet during tests/exams, if computers are used. All school computers are equipped with an easy to use plagiarism programme. This can be used before handing in any work.

Posters and flyers, concerning plagiarism, hang on billboards in classrooms every year. They are a theme for discussion at regular intervals. A special focus before and during internal assessments, work on the EE, TOK and presentations plagiarism and its importance is underlined.

The repetition of rules and regulations is done prior to all internal assessments and examinations.

Process of self-assessment and awareness is strengthened when work is handed in, since tutors have a close relationship with students and help to secure honesty. This process is of utmost importance and of great learning value.

There is possibly a need for a contract concerning plagiarism when students and parents become a part of the IB-department. This could be a part of a signed agreement sign at study start.

2. Collusion

Students are expected to work independently unless asked to do otherwise. Their work must be in their own words. We encourage collaboration concerning tasks and work, but when one piece of work resembles another to a greater extent, then collusion is suspected and action is taken.

Students are able to choose the same or closely related topics for extended essays or commentaries, but their written work must reflect their own language and interpretation. Since the distinction between collusion and co-operation is a fine one, guidance is necessary. Teachers must have a close advisory role here.

3. Cheating in exams

The school has clear rules of conduct for examination and tests. These are readily available on the schools web site and part of instruction before all tests and examinations.

The IB students do differ a little from the Norwegian standards. This is part of student training during the two years of the Diploma Programme, so that all students are aware of the added vigilance needed for the IB exams.

4. Collaboration during assessment.

Independent work is expected. Excessive help from other students, family members, friends or teachers. This is difficult to define. Our guideline must be our close understanding and knowledge of the pupil in question. Since the IB teachers closely follow this individual, each tutor must make it his/her responsibility to eliminate such a problem. It is important that teachers encourage students and acknowledge the students' progress according to their ability and level. Awareness of own achievements will enable academic development far quicker, than not being a part of this process oneself.

Responsibility concerning Academic Honesty.

1. The IB Diploma Coordinator is ultimately responsible that the student is informed and understands the meaning of academic honesty.
2. The teachers are responsible; to the best of their ability that all work submitted for assessment to the IB is the authentic work of the student. Teachers must be vigilant towards plagiarism, collusion and excessive help from outside sources.
3. The students are responsible for acknowledging all sources used and handing in work that is authentically their own.
4. It is the responsibility of the IB examiners to be vigilant and report any suspected plagiarism, collusion or cheating to the IB.
5. Students should also be made aware of the web-based plagiarism detection system used by the IB to randomly check candidates.

What is the procedure on suspecting Academic Dishonesty?

If a teacher suspects plagiarism, collusion, cheating or excessive help from others, the student is allowed one opportunity to revise and resubmit work. In the case of a teacher still suspecting academic dishonesty when revision has been allowed, then the IB must be informed. This will lead to an investigation to collect evidence for a report to the IB's Final Award Committee. This will include statements from the student, the subject teacher and the B Diploma coordinator. If the committee concludes that malpractice has occurred, no mark will be given for the subject and the Diploma will not be awarded.

This policy is an adaption from that written by Heather Arnessen earlier DP-coordinator at St Olavs, Norway.