

## Academic Integrity Policy of the Computer Department

In the past there have been several problems concerning the homework. Since homework is a major part of the grading scheme, the work you submit should be your work and ideas. At the same time you are permitted, indeed encouraged, to discuss the problem with your classmates and instructor, particularly if you are having difficulty.

The final work should however reflect *your* abilities and efforts. To receive assistance for one or two lines of a program is perfectly permissible; to submit an exact copy of another's work is clearly ***not*** permissible, even if both worked on it together.

In between these two extremes lies a gray area: how much help can one receive and still maintain the over-all effort is still largely his/hers? Answers to the question do not come easily.

To avoid difficulty, any ideas or procedures in your program that are not your own should be so indicated with comment statements, much the same as you would footnote sources for a history or English paper. In this manner you can show clearly what parts of the program, if any, are not your own. (You need not do this for the syntax or grammatical structure of a statement.) ***You are responsible for understanding the logic of programs you submit, and should be able to rewrite a similar kind of program without assistance.*** In other words, it's OK to get help, as long as you *learn* in the process.

Should the instructor feel that information or ideas have been shared without proper acknowledgment, the matter will be referred to the Head of the Computer Department and to the Dean of Students as plagiarism, which results in no credit for the work, in addition to other academic and social penalties.

Should a student cheat on a **test**, the test is not scored and the student's grade is lowered **one letter grade for the quarter**. Should a student cheat on the **final exam/project**, it is not scored and the student's grade is lowered **one letter grade for the semester**. In either case the matter is referred to the Dean of Students.

Students themselves are usually the best monitors of this policy. Everyone needs help with an assignment now and again. However seeking repeated assistance should be a warning sign to both students involved. If you have any questions about what information should or should not be acknowledged, consult with your instructor.

### Tutoring and Extra Help Policies of the Computer Department

Programming is often a new and sometimes frustrating experience. According, the department realizes that students may often seek extra help than might be the case with other courses. Occasional tutoring and receiving of help is perfectly permissible, so long as the above guidelines are followed.

An instructor should not be expected to give a student more than forty-five minutes of extra help per week. Indeed the need for this much assistance on a consistent basis, or relying upon other students for support in completing assignments, is a definite sign of difficulty. In such cases the department strongly encourages outside tutoring.