

# Tips to Maintain Your Academic Integrity

**Follow these best practices to uphold the principles of academic integrity**

## **Use your own words.**

Your professor wants to hear what you have to say about a topic. Ensure your writing is your own original work, written in your own words.

## **When in doubt, cite.**

Direct quotations, paraphrasing, material generated from ChatGPT, and summaries all require citations. Provide a citation any time you are discussing something that isn't common knowledge or your own ideas.

## **Don't share files or assignments.**

Unless your professor tells you otherwise, you need to do your work independently. You also need to write a new assignment for every class. Get permission before you submit work from one class to a different professor!

## **Keep copies of your work.**

Hold onto your notes, outlines, and rough drafts. Then you can show them to your professor if they have any concerns.

## **Still have questions? Ask!**

Talk to your professor or the staff at the Writing Centre if you have any questions about academic integrity.