



Academic integrity checklist



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Take responsibility for your learning

- I understand my work and could explain my thoughts about it if required.
- I have produced the work myself. I have not asked for, or paid for, or been given work done by somebody else – student or otherwise.
- I have kept accurate records of material that I have read and/or referred to during the assignment research process.
- I have kept my working material such as research notes, lab-sheets, and early drafts in case these are needed in future.
- I have accurately described any data or evidence I have collected.
- I am confident that I understand the requirements for this assignment.
- I have not shared my ideas with others about how to complete the assessment.
- I have not shared my work in full or in part with anyone else.
- I have not resubmitted a piece of work created for another assessment without first consulting the unit coordinator for their approval.
- I have accessed only approved university services for assistance with understanding assessment requirements, e.g. PASS, Study Smart, etc.

Reference right

- I know which referencing style is required for this assessment and have used it.
- I have included citations (in-text and in the reference list) for all ideas used from other sources whether these are direct quotes, paraphrased, or summarised.
- I have paraphrased all materials correctly.
- I have used minimal direct quotes and have presented any direct quotes used as per the referencing style.
- I have used only the Western Sydney University Library's referencing and citation resources as a guide for referencing.
- I have accessed all of the materials that appear in my reference list and have represented their content accurately.
- Where a secondary source had to be used, I have correctly cited this according to Western Sydney University Library's referencing and citation resources.

Tip: If you're not sure about any of these points, you could talk to a Library Study Smart Officer. Library Study Smart Officers can help you improve your academic writing. Visit the [Library Study Smart Officers](#) page for more information on hours and locations

Need help referencing? Speak to our friendly Library staff at one of our campus libraries. Or contact the Online Librarian by [chat](#), [email](#), phone (02) 9852 5353 or request a [Zoom](#) session.