

## CHECK BEFORE YOU SUBMIT

## ACADEMIC INTEGRITY CHECKLIST

## STEP 01

## Re-read your assignment and the task instructions carefully

Check that you have answered the assessment question(s) as asked and that you have included all parts as outlined in the instructions and any marking guide/rubric.

Make sure that you have correctly referenced all sources used in your work.

## STEP 02

## Review the Turnitin similarity report

Submit your assessment through Turnitin at least 24 hours before the due date, allowing enough time to check the similarity report for any significant text matches that may need further paraphrasing or direct citation fixes before your final submission.

You will not be able to resubmit after the due date has passed.

## STEP 03


## Have you acted with academic integrity?

- I have paraphrased & cited correctly using FedUni referencing guidelines
- I have referenced the ideas from all sources I have used
- I have **not** used my own previous work or other students' previous assignment work in part or whole
- I have **not** used an academic cheating service or text spinner apps
- I have **not** used Artificial Intelligence without authorisation and acknowledgement

## STEP 04

## Have you avoided Collusion?

- I have **not** worked with any other students on this assignment other than members of my group if it is a group assignment
- My assignment is **not** based on or derived from the work of any other student
- I have **not** provided other students with copies of my assignment



If evidence of **any** forms of academic misconduct is identified once your assessment has been submitted, a formal investigation process will commence. Always seek support or advice before submitting your assessment(s).

## MORE INFORMATION



Student Academic Leaders (SALs) via the ASK Desk (online and on campus)

[federation.edu.au/ask](https://federation.edu.au/ask)



Make an appointment with a Learning Skills Advisor (LSA) through Edge

[federation.edu.au/edge](https://federation.edu.au/edge)



Visit our online referencing Tool called FedCite

[federation.edu.au/fedcite](https://federation.edu.au/fedcite)



Complete the compulsory **Academic Integrity Module**

