






**Assignments, Discussion & Quiz/Exam Policy**

All assignments **MUST** be submitted through D2L (<https://kennesaw.view.usg.edu/>) course website by the deadline specified in course calendar.

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Standard office productivity applications like MS Word, Excel,

Work is not original when it has been submitted previously by the author or by anyone else for academic credit. Work is not original when it has been copied or partially copied from any other source, including another student, unless such copying is acknowledged by the person submitting the work for credit at the time the work is being submitted, or unless copying, sharing, or joint authorship is an express part of the assignment. Exams and tests are original work when no unauthorized aid is given, received, or used before or during the course of the examination, reexamination, or remediation.

### ***In accordance with KSU Policy***

discussion is cheating. When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information, or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged. No student may submit the same, or substantially the same, paper or other assignment for credit in more than one class without the prior permission of the current professor(s).

For the complete the SCAI policy visit [SCAI policy](#), from which this information was copied and/or adapted.

### **Use of Paraphrasing Tools**

Recently students have begun using online paraphrasing tools to avoid TII issues. To avoid any confusion or ambiguity with the use of these tools, the use of all such tools is hereby prohibited in this course. Any student caught using a paraphrase tool on an assignment will have their assignment treated like any other plagiarized submission and thus will be subject to SCAI procedures.

### **TurnItIn & D2L**

Any written assignments (including essay questions for the exams) assigned in the course will be evaluated by



