## **Quality Work Policy**

You are expected to complete quality work. Quality work means you have made sure it's worthy of having your name on it.

- Quality work also means it is your work, not someone else's.
  - Plagiarism is when you claim someone else's work as your own.
  - If you plagiarize once, I will call your parents and you will redo the assignment or receive a zero.
  - If you plagiarize twice, I will give you a zero and write you a referral. No option for redo of assignment.

## Overall Idea for Your Grade:

Your work and your grade are 100% your responsibility, and communication is the key to your success in this class. Please talk to Mrs. Horne if you are having trouble or don't understand something. If you, or your parents, ever have any questions or comments, please let me know as soon as possible. I would be more than happy to help in any way.

## **Academic Honesty Policy**

**Academic honesty is extremely important.** Cheating or turning in the work of other students is considered unacceptable conduct in my classroom. Cheating and dishonesty on assignments includes:

- 1. Copying or asking for answers.
- 2. Looking at another person's answers.
- 3. Asking someone how to do a problem or figure out an answer during a quiz.
- 4. Looking in a book or notebook or on a review sheet to find an answer or how to do a problem during a test or quiz where you have been directed not to.
- 5. Willfully letting someone copy your answers to a test, quiz, or your homework by showing someone your answers.
- 6. Explaining to someone how to figure out an answer or do a problem on a test or quiz when you have been directed not to.
- 7. Discussing if an answer on a test or quiz is right or wrong when directed not to talk to each other.
- 8. Plagiarism through the use of the Internet, books, cheat notes or other technologies is considered cheating (see "Quality Work").
- 9. Using technology (cell phone, iPad, etc.) to text answers/get answers to a test. **Having a cell** phone out, or an "illegal" app or website open during a test/quiz is considered cheating.

If a student is found to be cheating or dishonest in their assigned work he/she will accept an "F" on that assignment, receive a referral, and the parent/guardian will receive a call from Mrs. Horne.	
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Academic Honesty and Plagiarism Policies and	
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