

Business Mathematics I and II **Academic Integrity Policy**

It is expected that all Math 115a and 115b students are familiar with the University of Arizona Policies and Procedures, particularly the Student Code of Conduct and the Code of Academic Integrity. This information can be found at <http://info-center.ccit.arizona.edu/~dos/uapolicies>. Instructors of Math 115a and Math 115b will enforce these policies and procedures and will impose appropriate sanctions in case(s) of violation. Further, due to the special nature of these courses, instructors may at their discretion add other definitions of integrity violations.

Specific Rules

The University Code prohibits all forms of academic dishonesty. In particular, note the following:

- Plagiarism, according to the University of Arizona's Student Code of Conduct, is defined as "representing the words or ideas of another as one's own".
- Submitting an item of academic work that has previously been submitted requires a citation of the original work.
- Any rules of integrity established by an instructor for a particular course must be adhered to.

The following are some, but not necessarily all, of the rules and guidelines for the Business Mathematics courses:

Project Papers

This work will be original in its entirety:

- There will be no use of work submitted by self or others for credit in prior semesters.
- There will be no use of work previously submitted by self or others for credit in the current semester.
- There will be no direct use of the textual contents of the course text and/or files. Mathematical and computer tools from the text may be used as might some *Excel Focus* files where re-use permission is provided.

Project Presentations

This work will be original in its entirety. The same restrictions will apply as cited for Project Papers above.

Team Homework

Team homework assignments are expected to be cooperative efforts among all of the team members. All team members will participate and contribute to the completion of the assignments, and this will be confirmed with cover pages requiring the signatures of all team members. By signing the cover page, a student accepts complete responsibility

for the contents of the document as though (s)he had done the entire assignment individually.

Individual Homework (to be submitted for grade points)

Individual homework is just as one would expect—individual effort. No cooperation with, or use of information from, current or prior students for the purpose of preparation of the homework solutions is allowed. If you have questions, make an appointment with your instructor or seek assistance at the tutoring room in the Math East building.

Quizzes

Quizzes, whether in-class or take-home, are always individual efforts. Cooperation or collaboration on quizzes is not allowed. A calculator may be required for in-class quizzes, and the sharing of calculators will not be permitted. PDA's are not allowed, and cell phones must be turned off.

Exams

Exams for the courses will include two mid-term exams and a common final. A calculator will be required for all exams, and the sharing of calculators will not be permitted. A formulas sheet will be provided with the final exam; at the instructor's discretion other aids may be allowed for midterm exams. No other notes or materials will be permitted. PDA's are not allowed, and cell phones must be turned off.

Your Work

Students must assume the responsibility to not be careless with their work so that others may obtain unauthorized access to it. Giving work for this course to others is prohibited except for sharing with team members on team assignments.

Quality Assurance

As a means of assuring the quality and originality of the project reports for the Business Mathematics courses, the Mathematics Department and the Eller College of Management are compiling a database of project reports for comparison with future submissions.