

Checklist for instructors



Strategies to promote academic integrity

Adapted from York University's instructor academic integrity checklist

1 Before the term begins

- ☐ read UVic's [academic integrity policy](#)
- ☐ review [the policy's FAQs](#)
- ☐ review the types of academic misconduct and potential consequences
- ☐ consider classroom approaches related to Artificial Intelligence tool use
- ☐ add an [academic integrity statement](#) on syllabus

2 At the start of the course

- ☐ demonstrate integrity through citation practices (e.g. citations for course readings)

3 Throughout the term

- ☐ clarify expectations re: AI tool use for assignments
- ☐ discuss with students whether AI tool use is allowed, the scope permitted and documentation to include
- ☐ discuss academic integrity with students and highlight resources
- ☐ use a tool or framework like [the 5 Rs approach](#) to learning to clarify precise scope of AI tool use permitted

4 For my students

- ☐ remind students to complete the respective [Integrity in Practice Brightspace course](#)
- ☐ provide information on campus [supports for academic integrity](#) and ethical use

5 With my assessment

- ☐ before designing assessment
- ☐ consider accessibility and flexibility
 - [flexibility in modality](#)
 - [flexibility with due date](#)
- ☐ design assessments that link to the intended learning outcomes and highlight student learning (e.g. focus on process over product, critical thinking, real-world applications)
- ☐ provide a student pledge to
- ☐ uphold academic integrity
- ☐ provide exemplars, practice tests and sample questions
- ☐ offer assignment instructions in different formats
- ☐ vary assessments
- ☐ demonstrate integrity through rejecting AI tools for grading (e.g. no use of AI for student feedback)

