Academic Integrity Competency Resource Map

The Academic Integrity Competency Resource map provides a comprehensive list of competencies and micro-competencies that have been identified to support academic integrity development for first year students. To use this document, begin by reviewing the competencies that are relevant for your course(s). Then identify resources you'd like to use in your course(s) to support your students. Each resource is hyperlinked for easy access and a point person from the respective support unit has been identified should you have questions or require additional support.

This document was created as a collaboration between the Student Success Office, Office of Academic Integrity, Writing and Communication Centre, Library and Centre for Teaching Excellence.

UNIVERSITY OF WATERLOO

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COMMUNICATION

Reading Critically

Understand, select and record useful information from written sources appropriately and accurately.

Specifications	Resource	Resource
Resource (hyperlinked)	*How to Read Critically in University*	*Reading and Listening Critically*
Format	Web content	Web content / printable PDF
Estimated Time Required	5-10 minutes	5-10 minutes
Instructor Requirements	Share web link	Share link
Available From	Student Success Office (SSO)	Writing & Communication Centre (WCC) Resources
Support Contact	Erin Jobidon	Elise Vist
Resource (hyperlinked)	*SQ3R Reading Method*	*How to Read for Research*
Format	Web content	LEARN workshop module
Estimated Time Required	5-10 minutes	20-30 minutes
Instructor Requirements	Share web link	Embed workshop into a course in LEARN or direct students to LEARN course "WCC Workshops"
Available From	Student Success Office (SSO)	Writing & Communication Centre (WCC) Fill out the form on this page to request a workshop: Elise Vist
Support Contact	Erin Jobidon	
Resource (hyperlinked)	*Reading Effectively And Efficiently*	
Format	Online module	
Estimated Time Required	30 minutes	
Instructor Requirements	Link from/upload to LEARN	
Available From	Library Online Learning Object Repository (OLOR)	
Support Contact	Kari Weaver	

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COMMUNICATION

Listening for Comprehension & Interpretation

Understand, select and record useful information from auditory sources appropriately and accurately.

Specifications	Resource	Resource
Resource (hyperlinked)	*Improve listening in lectures*	*Reading and Listening Critically*
Format	Web content	Web content / printable PDF
Estimated Time Required	3-5 minutes	5-10 minutes
Instructor Requirements	Share web link	Share link
Available From	Student Success Office (SSO)	Writing & Communication Centre (WCC) Resources
Support Contact	Erin Jobidon	Elise Vist

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COMMUNICATION

Writing & Using Evidence, Part One

Demonstrate use of quotations, paraphrasing, and summarizing to accurately report evidence.

Specifications	Resource	Resource
Resource (hyperlinked)	*5 Minute Academic Skills Presentation – "Integrating Evidence"*	*Integrating Evidence Effectively*
Format	PPT deck with speakers notes (pre-recorded version available)	Web content / printable PDF
Estimated Time Required	5 minutes	5-10 minutes
Instructor Requirements	Present to your class using speakers notes as a guide or share the pre-recorded version	Share link
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Writing & Communication Centre (WCC) Resources
Support Contact	Erin Jobidon	Elise Vist
Resource (hyperlinked)	*Integrating Sources into Your Writing*	*Paraphrase*
Format	LEARN workshop module	Web content / printable PDF
Estimated Time Required	30 minutes	5-10 minutes
Instructor Requirements	Embed workshop into a course on LEARN	Share link
Available From	Writing & Communication Centre (WCC) – go to LEARN course: "Instructor Resources for Student Success"	Writing & Communication Centre (WCC) Resources
Support Contact	Elise Vist	Elise Vist
Resource (hyperlinked)	*Say It In Your Own Words: Paraphrase and Summary for Undergraduates*	*Integrating evidence: Author- or information-prominent citations*
Format	LEARN Workshop module	Web content / printable PDF
Estimated Time Required	30 minutes	5-10 minutes
Instructor Requirements	Direct students to LEARN course "WCC Workshops"	Share link
Available From	Writing & Communication Centre (WCC) Workshops	Writing & Communication Centre (WCC) Resources
Support Contact	Elise Vist	Elise Vist

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COMMUNICATION

Writing & Using Evidence, Part Two

Demonstrate progress in learning to effectively introduce evidence (i.e. use of signals) and mark shifts between evidence and analysis.

Specifications	Resource	Resource
Resource (hyperlinked)	*5 Minute Academic Skills Presentation – "Citations & Referencing" (available for various citation style guides and sources – journals, websites, etc.)**	*Citing a source more than once*
Format	PPT deck with speakers notes (pre-recorded version available)	Web content / printable PDF
Estimated Time Required	5 minutes	5 minutes
Instructor Requirements	Present to your class using speakers notes as a guide or share the pre-recorded version	Share link
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Writing & Communication Centre (WCC) Resources
Support Contact	Erin Jobidon	Elise Vist
Resource (hyperlinked)	*Reporting Verbs*	*Writing with Quantitative Data*
Format	Web content / printable PDF	LEARN workshop module
Estimated Time Required	5 minutes	30 minutes
Instructor Requirements	Share link	Embed workshop into a course in LEARN
Available From	Writing & Communication Centre (WCC) Resources	Writing & Communication Centre (WWC) Fill out the form on this page to request a workshop Elise Vist
Support Contact	Elise Vist	

*Applies to Part 2 of "Writing & Using Evidence", and to subsequent microcompetency: "Speaking & Presenting Information".

COMMUNICATION

Speaking & Presenting Information

Demonstrate progress in learning to use citations in public speaking by integrating simple references into spoken sentences/ words (e.g. "As Lundsford notes in their 2016 article, …").

Specifications	Resource
Resource (hyperlinked)	*Design and Deliver I*
Format	LEARN Workshop module
Estimated Time Required	30 minutes
Instructor Requirements	Direct students to self-register for "WCC Workshops" on LEARN
Available From	WCC Workshops or request a custom version for your students here
Support Contact	Elise Vist

*See "Communication: Writing & Using Evidence, Part 2" for additional resource (marked with a singular asterisk)

RESEARCH & EVALUATION

Identifying Scope

Define the scope of the inquiry or research question(s) and identify relevant concepts or ideas.

Specifications	Resource	Resource
Resource (hyperlinked)	*Search Statement Worksheet*	*Getting Started On Economics Research*
Format	PDF document	Online module
Estimated Time Required	5 minutes	20 minutes
Instructor Requirements	Upload to LEARN	Link from/upload to LEARN
Available From	Library Online Learning Object Repository (OLOR)	Library Online Learning Object Repository (OLOR)
Support Contact	Kari Weaver	Kari Weaver
Resource (hyperlinked)	*From Topic to Thesis*	*Develop and Narrow a Topic*
Format	LEARN workshop module	Web content / printable PDF
Estimated Time Required	30 minutes	5 minutes
Instructor Requirements	Embed workshop into a course in LEARN	Share link
Available From	Writing & Communication Centre (WCC) Fill out the form on this page to request a workshop Elise Vist	Writing & Communication Centre (WCC) Resources
Support Contact		Elise Vist
Resource (hyperlinked)	*Develop a Research Question*	
Format	Web content / printable PDF	
Estimated Time Required	5 minutes	
Instructor Requirements	Share link	
Available From	Writing & Communication Centre (WCC) Resources	
Support Contact	Elise Vist	

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RESEARCH & EVALUATION

Accessing Information, Part One

Identify the types of information (sources) that relate to key concepts or the research question (e.g. academic journals, books, grey literature, and multi-media).

Specifications	Resource	Resource
Resource (hyperlinked)	*Everyday Vs. Academic Research*	*Identifying Primary, Secondary, And Tertiary Sources*
Format	Online module	Online module
Estimated Time Required	20 minutes	45 minutes
Instructor Requirements	Link from/upload to LEARN	Link from/upload to LEARN
Available From	Library Online Learning Object Repository (OLOR)	Library Online Learning Object Repository (OLOR)
Support Contact	Kari Weaver	Kari Weaver

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Accessing Information, Part Two

Implement successful search strategies across various information sources.

Specifications	Resource	Resource
Resource (hyperlinked)	*Accessing The Library Catalogue*	*Boolean Searching*
Format	PDF document	Online module
Estimated Time Required	5 minutes	20 minutes
Instructor Requirements	Upload to LEARN	Link from/upload to LEARN
Available From	Library Online Learning Object Repository (OLOR)	Library Online Learning Object Repository (OLOR)
Support Contact	Kari Weaver	Kari Weaver
Resource (hyperlinked)	*Introduction To Grey Literature*	
Format	Online module	
Estimated Time Required	60-75 minutes	
Instructor Requirements	Link from/upload to LEARN	
Available From	Library Online Learning Object Repository (OLOR)	
Support Contact	Kari Weaver	

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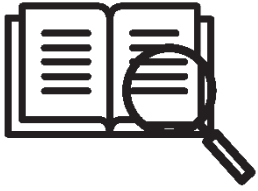
RESEARCH & EVALUATION

Critically Evaluating Sources

Determine the value of source(s) by using a framework such as RADAR (relevance, authority, date, accuracy, reason) for evaluation.

Specifications	Resource	Resource
Resource (hyperlinked)	*RADAR Framework*	*Identifying Peer Review Articles*
Format	Online module	PDF document
Estimated Time Required	10 minutes	5 minutes
Instructor Requirements	Link from/upload to LEARN	Upload to LEARN
Available From	Library Online Learning Object Repository (OLOR)	Library Online Learning Object Repository (OLOR)
Support Contact	Kari Weaver	Kari Weaver
Resource (hyperlinked)	*Statistical Biases*	*Annotated Bibliographies*
Format	Online module	Web content / printable PDF
Estimated Time Required	30 minutes	5 minutes
Instructor Requirements	Link from/upload to LEARN	Share link
Available From	Library Online Learning Object Repository (OLOR)	Writing & Communication Centre (WCC) Resources
Support Contact	Kari Weaver	Elise Vist

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RESEARCH & EVALUATION

Documenting & Organizing Information, Part One

Accurately organize and synthesize evidence from multiple sources.

Specifications	Resource	Resource
Resource (hyperlinked)	*Writing Literature Reviews*	*How to think: Moving from research to writing*
Format	Web content	Web content / printable PDF
Estimated Time Required	10-60 minutes	5 minutes
Instructor Requirements	Share link	Share link
Available From	Writing & Communication Centre (WCC) Resources	Writing & Communication Centre (WCC) Resources
Support Contact	Elise Vist	Elise Vist
Resource (hyperlinked)	*Two ways to create an outline: linear and graphic*	
Format	Web content / printable PDF	
Estimated Time Required	5 minutes	
Instructor Requirements	Share link	
Available From	Writing & Communication Centre (WCC) Resources	
Support Contact	Elise Vist	

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RESEARCH & EVALUATION

Documenting & Organizing Information, Part Two

Record citation data and take accurate notes.

Specifications	Resource
Resource (hyperlinked)	*How to Read for Research*
Format	LEARN workshop module
Estimated Time Required	20-30 minutes
Instructor Requirements	Embed workshop into a course in LEARN or direct students to LEARN course "WCC Workshops"
Available From	Writing & Communication Centre (WCC) – Fill out the form on this page to request a workshop
Support Contact	Elise Vist

Upholding Professional, Academic & Social Responsibility

Part 1: Uphold the values of honesty, trust, fairness, respect, responsibility and courage as an essential part of social responsibility in academic and professional activities.

Part 2: Identify and avoid actions that constitute cheating, unfair advantage, misrepresentation, and fabrication.

Specifications	Resource	Resource
Resource (hyperlinked)	*Presentation by Office of Academic Integrity**	*Undergraduate Academic Integrity Module***
Format	Live presentation with PPT	Modules in Learn also on line here
Estimated Time Required	30 minutes	30-45 minutes
Instructor Requirements	Instructor can request presentation be customized to course needs or issues	Import modules into Learn
Available From	Office of Academic Integrity (OAI) - request from OAI	Office of Academic Integrity (OAI) - request from OAI or self-register for learn site: Instructor Resources for Student Success
Support Contact	Office of Academic Integrity	Office of Academic Integrity
Resource (hyperlinked)	*Academic Integrity for Students****	
Format	Handout	
Estimated Time Required	20 minutes	
Instructor Requirements	Review handout with students, highlighting how the responsibilities apply to your course and assessments	
Available From	Office of Academic Integrity	
Support Contact	Office of Academic Integrity	

*Applies to Parts 1 & 2 of "Upholding Professional, Academic, & Social Responsibility", and to subsequent two microcompetencies: "Understanding Copyright & Intellectual Property", and "Collaborating Responsibly"
**Applies to Parts 1 & 2 of "Upholding Professional, Academic, & Social Responsibility"
***Applies only to Part 1 of "Upholding Professional, Academic, & Social Responsibility"

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ACADEMIC EXPECTATIONS

Ⓒ Understanding Copyright & Intellectual Property

Understand that publishing and sharing material without consent can be an academic offence (ex. request instructor's permission to share/ distribute course materials).

Specifications	Resource	Resource
Resource (hyperlinked)	*Copyright Basics: Using third party materials in assignments*	*Copyright Basics for Academic Integrity: Using course resources*
Format	Web content / printable PDF	Web content / printable PDF
Estimated Time Required	2-3 minutes	2-3 minutes
Instructor Requirements	Upload PDF or share link	Upload PDF or share link, specifying which of your course materials can and cannot be shared
Available From	Office of Academic Integrity	Office of Academic Integrity
Support Contact	copyright@uwaterloo.ca	copyright@uwaterloo.ca

*See "Research & Evaluation: Upholding Professional, Academic & Social Responsibility" for additional resource (marked with a singular asterisk)

Collaborating Responsibly

Recognize that expectations around collaborating with others on assessments may vary for each assessment and each instructor.

Specifications	Resource	Resource
Resource (hyperlinked)	*5 Minute Academic Skills Presentation – "Avoiding Unauthorized Collaboration"*	*Plagiarism and Unauthorized Collaboration quiz*
Format	PPT deck with speakers notes (pre-recorded version available)	Learn Quiz
Estimated Time Required	5 minutes	20 minutes
Instructor Requirements	Post in LEARN, deliver your own version in class	Import quiz into Learn. Instructions can add restrictions so students are not able to access assessment unless they have completed the quiz
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Office of Academic Integrity (OAI) - request from OAI or self-register for learn site: Instructor Resources for Student Success
Support Contact	Erin Jobidon	Office of Academic Integrity
Resources (hyperlinked)	"Peer Review: theory and practice" *and* "Peer Review: Fillable Form"	
Format	Web content / printable PDF	
Estimated Time Required	5-15 minutes	
Instructor Requirements	Share links	
Available From	Writing & Communication Centre (WCC) Resources	
Support Contact	Elise Vist	

*See "Research & Evaluation: Upholding Professional, Academic & Social Responsibility" for additional resource (marked with a singular asterisk)

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Appreciating Citation as Academic Practice

Part 1: Recognize citation as acknowledgement of where ideas originated, as respect for other's work, and as required information for readers to locate an original source.

Part 2: Differentiate between original ideas, common knowledge and ideas requiring attribution.

Part 3: Use the appropriate citation style guide (APA, MLA, etc.) to accurately report information and provide attribution.

Specifications	Resource	Resource
Resource (hyperlinked)	*5 Minute Academic Skills Presentation – "Avoiding Plagiarism: Citations & Referencing"**	*APA Style (7th Edition)***
Format	PPT deck with speakers notes (pre-recorded version available)	Online module
Estimated Time Required	5 minutes	60-90 minutes
Instructor Requirements	Present to your class using speakers notes as a guide or share the pre-recorded version	Link from/upload to LEARN
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Library Online Learning Object Repository (OLOR)
Support Contact	Erin Jobidon	Kari Weaver
Resources (hyperlinked)	"APA", "Chicago (Author/Date Style)", "Chicago (Notes and Bibliography)", "IEEE", "MLA"**	
Format	Web content / printable PDFs	
Estimated Time Required	5-10 minutes each	
Instructor Requirements	Share links	
Available From	Writing & Communication Centre (WCC) Resources	
Support Contact	Elise Vist	

*Applies to Parts 1, 2, & 3 of "Appreciating Citation as Academic Practice"

**Applies only to Part 3 of "Appreciating Citation as Academic Practice"

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SELF-REGULATION

Planning

Implement strategies to prioritize, plan and schedule multiple assessments across all courses in an academic term.

Specifications	Resource	Resource
Resource (hyperlinked)	*Assignment Planner*	*5 Minute Academic Skills Presentation – "Managing your time in university"*
Format	Online planning tool	PPT deck with speakers notes that can be tailored to the class (pre-recorded version available)
Estimated Time Required	30 minutes	5 minutes
Instructor Requirements	Link from LEARN	Present to your class using speakers notes as a guide or share the pre-recorded version
Available From	Library	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download
Support Contact	Kari Weaver	Erin Jobidon
Resource (hyperlinked)	*Prioritization Strategies*	*The Metacognition Cycle*
Format	PDF worksheet	Web content
Estimated Time Required	10-15 minutes	3-5 minutes
Instructor Requirements	Upload to LEARN	Share web link
Available From	Student Success Office (SSO)	Student Success Office (SSO) – (link to web content on bottom half of the webpage)
Support Contact	Erin Jobidon	Erin Jobidon
Resource (hyperlinked)	*Reading Your Syllabus For Success*	
Format	Web content / printable PDF	
Estimated Time Required	5 minutes	
Instructor Requirements	Share link	
Available From	Writing & Communication Centre (WCC) Resources	
Support Contact	Elise Vist	

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SELF-REGULATION

Monitoring

Monitor comprehension of course content and identify gaps in knowledge or skill.

Specifications	Resource	Resource
Resource (hyperlinked)	*Self-Regulation Workshop**	*5 Minute Academic Skills Presentation – "Reviewing Returned Assignments"* * *OR* *5 Minute Academic Skills Presentation – "Reviewing Returned Tests"**
Format	Self-Directed LEARN Module	PPT deck with speakers notes that can be tailored to the class (pre-recorded version available)
Estimated Time Required	30-45 minutes	5 minutes
Instructor Requirements	Import module into Learn	Present to your class using speakers notes as a guide or share the pre-recorded version
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download
Support Contact	Erin Jobidon	Erin Jobidon
Resource (hyperlinked)	*Goal Setting*	
Format	PDF worksheet	
Estimated Time Required	10-15 minutes	
Instructor Requirements	Upload to LEARN	
Available From	Student Success Office (SSO)	
Support Contact	Erin Jobidon	

*Applies to both "Self-Regulation: Monitoring" and subsequent microcompetency, "Self-Regulation: Evaluating & Seeking Support"

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SELF-REGULATION

Evaluating & Seeking Support

Identify and access appropriate supports and resources to support learning process and skill development (e.g. campus services, instructor, peers).

Specifications	Resource	Resource
Resource (hyperlinked)	*5 Minute Academic Skills Presentation – "Coping with stress in university"*	*Getting Instructor Feedback*
Format	PPT deck with speakers notes that can be tailored to the class (pre-recorded version available)	Web content / printable PDF
Estimated Time Required	5 minutes	5 minutes
Instructor Requirements	Present to your class using speakers notes as a guide or share the pre-recorded version	Share link
Available From	Student Success Office (SSO) – self-enrol in "Instructor Resources for Student Success" LEARN course and navigate to SSO content to download	Writing & Communication Centre (WCC) Resources
Support Contact	Erin Jobidon	Elise Vist

*See "Self-Regulation: Monitoring" for additional resources (each marked with a singular asterisk)

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