

Ketchikan Gateway Borough School District

www.kgbsd.org

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Online Learning

Using online instruction through the Alaska Digital Academy, students have access to guided instruction supervised by certified Ketchikan instructors. Virtual learning may be new to you and your parent/guardian, so the following tips can offer structure and support you both.

Virtual Learning Basics

Online learning requires a level of responsibility from students that can help them be successful, which includes:

- ☐ Being prepared and ready to learn before they start their online coursework
- ☐ Staying on track by completing the assigned work every day
- ☐ Taking notes (written or electronic) as they listen to the instructional activities
- ☐ Comprehending online reading selections
- ☐ Composing thoughtful, well-written responses with minimal spelling and grammatical errors
- ☐ Asking for help when they have questions or misunderstandings
- ☐ Studying before their assessments
- ☐ Tracking their progress and grades
- ☐ Treating others who they encounter online with the same respect that they expect

Academic Integrity

Integrity is doing the right thing, even when no one is watching.

C.S. Lewis

Students should always have pride in the work they do and should take ownership in their own learning! We understand that with tools like Google search and Chat GPT, it's easy to find immediate answers to questions. In our online classes, students are responsible for understanding the difference between using the web for help and support of their learning, versus using the web to cheat. Cheating is against our classroom policy and has consequences. The curriculum we use gives our teacher's tools to identify "Googled and AI generated" answers.

Student Expectations In Our Online Courses

Academic dishonesty jeopardizes a student's success and integrity. In completing this online coursework, students agree to:

- ☐ Be honest at all times
- ☐ Actively encourage academic integrity in their classmates
- ☐ Discourage any forms of cheating or dishonesty
- ☐ Inform their teacher, counselor, administrator, or someone they trust if you have a reasonable belief and/or evidence that academic dishonesty has occurred

Some examples of academic dishonesty are, but not limited to:

- Using unauthorized materials and/or resources throughout this course
- Copying work from another student, or from the web
- Using a technological/communication tool and/or resource during an assessment
- Having anyone else but them complete any part of their coursework for them
- Using online searches to find answers to their assessment questions
- Using Artificial Intelligence (AI) tools to generate answers
- Posting answers to assessment questions online

Academic Dishonesty Consequences

First Offense:

- The student will receive no credit for the examination or assignment on which he/she has been found to have cheated. The Parent/Guardian will be notified and the incident will be logged.

Second Offense:

- The student will receive no credit for the examination or assignment on which he/she has been found to have cheated. Parent/Guardian will be notified and the incident will be logged.
- The student will be referred to the principal, who may consider removal from the course with or without a failing grade. Parent/Guardian will be notified and the incident will be logged.

Third Offense:

- The student will receive no credit for the examination or assignment on which he/she has been found to have cheated. Parent/Guardian will be notified and the incident will be logged.
- The student will be referred to the principal, who may consider removal from the course with or without a failing grade. Parent/Guardian will be notified and the incident will be logged.
- Possible removal from the course with the student's' home District's approval. No refund will be given.

Academic Integrity Agreement for Online Courses

As a participant in this online course, I hereby pledge to uphold the highest standards of academic integrity. I understand that academic integrity is fundamental to the learning process and the reputation of educational institutions. By enrolling in this course, I commit to the following principles:

Personal Responsibility:

- ☐ I will take full responsibility for my own academic work and ensure that all submitted assignments, examinations, and other assessments are my own original work.

Honesty and Truthfulness:

- ☐ I will be honest and truthful in all academic endeavors. I will not provide false information or use deceptive practices to gain an unfair advantage.

Prohibited Collaboration:

- ☐ I understand the difference between collaborative learning, which may be encouraged by the course instructor, and unauthorized collaboration, which is strictly prohibited. I will not collaborate on assignments or assessments unless explicitly permitted by the instructor.

Citation and Acknowledgment:

- ☐ I will properly cite all sources used in my academic work, giving credit to the original authors or creators. I understand the importance of avoiding plagiarism and will adhere to the citation style specified by the instructor.

Respect for Intellectual Property:

- ☐ I will respect the intellectual property rights of others, including but not limited to copyrighted materials, software, and proprietary databases. I will not engage in unauthorized distribution or reproduction of course materials.

Exam Conditions:

- ☐ I will adhere to the specified conditions and rules during examinations. I will not use unauthorized materials, aids, or resources unless explicitly allowed by the instructor.

Confidentiality:

- ☐ I will respect the confidentiality of information shared by other students and the instructor. I will not share or distribute course materials, assessments, or discussions without permission.

Technology Use:

- ☐ I will use technology in a responsible and ethical manner. This includes refraining from using unauthorized tools or software to gain an unfair advantage.

Communication:

- ☐ I will communicate with the instructor and fellow students in a respectful and professional manner. I will seek clarification on any uncertainties regarding course expectations and requirements.

Consequences of Violations:

I understand that violations of academic integrity may result in disciplinary actions, including but not limited to, a failing grade for the assignment or course, academic probation, or expulsion from the educational institution.

By agreeing to this Academic Integrity Agreement, I affirm my commitment to the principles outlined above. I understand the importance of maintaining academic integrity for the benefit of my own education and the broader academic community.

Student Name: _____

Student Signature: _____

Date: _____