



Elementary Principles, Values, Ethics & Honesty:

Plus Plagiarism, Copyrights & Recognizing the Source

*Principles, Ethics & Values Discussions
for Elementary School Children
Designed for educators to use as a manual visual discussion on the topic*

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Assignment 1/Week 3/NU EDT610

Definitions: Understanding Who We Are & Why

- Principles
 - Your core beliefs and personal standards
- Values
 - Things you think are important every minute of every day
- Ethics
 - Understanding right and wrong or the law
 - The way people should treat one another
- Honesty & Integrity
 - Doing the right thing even when no one is watching

We are
what we repeatedly
do.
Excellence, then,
is not an act
but a
habit.
- Aristotle





Understanding Principles

- Core Beliefs
 - What You Believe and Know and Why
- Personal Standards
 - The Foundation of Personal Responsibility
- Rules that Guide You
 - Who Makes the Rules and Why
- Links for Teacher Assistance
 - [Teaching Young Children Ethics](#)
 - [Pathways to Success](#)



Understanding Principles – Core Beliefs

- Core Beliefs Means Understanding ...
 - What You Believe
 - What You Know
 - Why and How You Believe and Know These Things
- Core Beliefs Are Things You Think and Know Are True and That Are Right About ...
 - Yourself
 - Your Family
 - Your Friends
 - Your Community
 - Your Nation
 - Your World



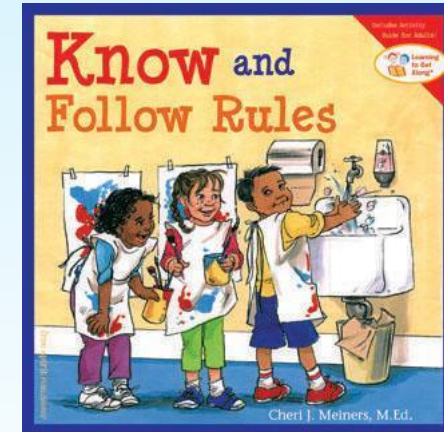
Understanding Principles – Personal Standards

- Personal Standards are the Foundation of Personal Responsibility
 - The personal goals you set for yourself to achieve
 - Honesty – Always tell the truth
 - To myself, my family, my teachers, my friends
 - Be Kind
 - Family, Classmates, Teachers, Neighbors,
 - Pets, Animals, Birds I see in nature (wild animals)
 - Clean and Neat
 - How and why you keep yourself , your clothes, your room and your things clean, tidy and organized
 - Educational Achievements – Short-term and Long-term Goals
 - Things you want to learn about and do
 - Skills you want to acquire
 - Your Behavior Every Day and Why It's Important
 - It will make the world a better place
 - It will make you feel good about yourself and your world



Understanding Principles – Rules that Guide You

- Where We Find Rules
 - Home, School, Sports, Games, Community, State, Nation, World
 - Rules can also be called laws, regulations, ordinances, and codes of conduct
- Who Makes the Rules
 - Parents, Teachers, Coaches, Legislators, Congressional Leaders, Presidential Appointees
 - Makes Home, School, Neighborhood, Community, State, Nation, World Safer Place
- Learn the Rules at Home, School, Community, Nation, World
 - Study the rules so you can be safe and have more fun
 - Helps everyone know how to behave and what is expected
- Learn why obeying these rules is important
 - Makes our homes, schools, parks, roads, cities and nation more safe
 - Makes sports and other games more fun and safe



Understanding Values

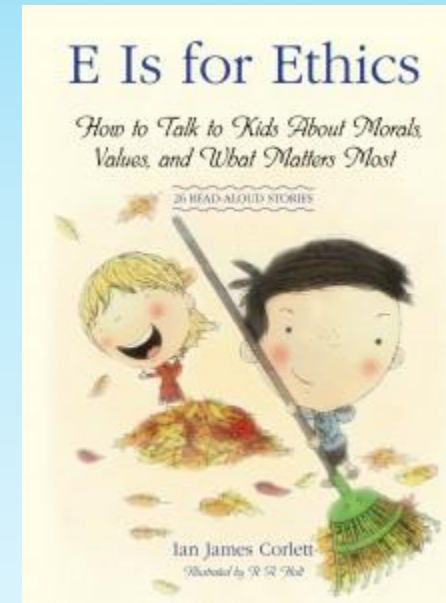
- What Are Values
 - Things you think are important every minute of every day
- The Difference Between Things that are Valuable and Personal Values
 - Things that are Valuable
 - Things you Can See, Touch, Smell, Hear and Taste
 - How to Know Which Things are Valuable
 - Personal Values
 - Things you do because you believe they are right and good
 - Can be the same with many people
 - Some are different because we are all individuals
- Personal Values Determine Your Behavior
 - What it means to take responsibility for your behavior
 - Think before you act

Nine Core Values™

Honesty Integrity Sportsmanship
Respect Confidence Responsibility
Perseverance Courtesy Judgement

Understanding Ethics





- Your view of right and wrong
 - Things that are Right
 - Things that are Wrong
- The rules of conduct no matter where you are
 - Rules of conduct for Home
 - Rules of conduct for School
 - Rules on the Playground
 - Rules of conduct for Sports and Games
 - Depends on the sport or game
 - Rules of conduct for Neighborhood, Community, County, State, Nation, World
 - Clubs, Organizations, Councils, Legislatures, Governments
 - Every place is different – learn the rules that govern where you live
 - Rules of conduct for Religion
 - Depends on one's religious preferences and religious leaders
 - In USA religious beliefs are protected by the Constitution
 - Rules of Conduct for Work and Business
 - Depends on where one works and the kind of job that needs to be done
 - Most rules are to keep us safe on the job or protect people who do business together



Understanding Honesty & Integrity


- Doing the Right Thing Even When No One is Watching
 - Knowing the Rules
 - Following Them Every Day Wherever You Go and Whatever You Do
- Doing the Right Thing Because It is the Right Thing To Do
 - Taking Charge of Your Actions
 - Being Responsible for your Personal Behavior
- Choosing to Do the Right Thing Even When “Everyone Else” is Choosing Wrong
 - Having the Courage to Leave When Others Are Making Wrong Choices
 - Choosing the Right Friends Can Make This Choice Easier





Lessons in Personal Responsibility: How to Apply Personal Responsibility Strengths at School

[Help for the Teacher :
Teaching Personal
Responsibility](#)



THE MOMENT YOU TAKE
RESPONSIBILITY
FOR EVERYTHING
IN YOUR LIFE IS THE MOMENT
YOU CAN CHANGE
ANYTHING IN YOUR LIFE.

~HAL ELROD (YOPALHAL.COM)

*Understanding
Behavior Standards, Making Right Choices, & Finishing Projects*



Practicing Personal Responsibility at School

- Principles, Values, Ethics and Honesty are important lessons to practice daily
 - Personal Responsibility means always trying to do your best at school
- It is important to listen, participate in school lessons, and finish all of them
 - This helps you learn what teachers and parents think you need to know
- It is important to understand that practicing honesty is the best way to demonstrate your personal principles and values
 - This means following the Class Rules of Conduct
 - This means being kind to everyone at school
 - This means listening and answering at the right times
 - What are the right times to listen?
 - What are the right times to answer?



Behavior Standards

What This Means

- Behavior means the things you do
 - Correct behavior
 - Bad behavior
- Standards means the rules for doing what you need to do correctly
- Behavior Standards can be different in some places
 - Strict rules
 - Relaxed rules

How to Know the Rules

- Ask your parents
- Ask your teachers
- Ask other adults
- Ask your friends
 - Sometimes friends don't know the truth
- Ask your religious leaders
- Ask your boss or coach
- Read books about Rules and Laws



Making Right Choices



What This Means

- Ask about the rules and choose to learn them
- After you know the rules, choose to follow them
- If you don't know the rules, and cannot ask, watch others
- Always try your best to follow the rules to the best of your ability

How to Know What's Right for You

- Some rules are for adults and some are for children
- Children are expected to watch and learn so they can follow all the rules when they are adults
- If you have questions about the rules or you think they are wrong, talk to an adult about this so you can understand why the rules should be followed and how they help you

Finishing Projects

What This Means

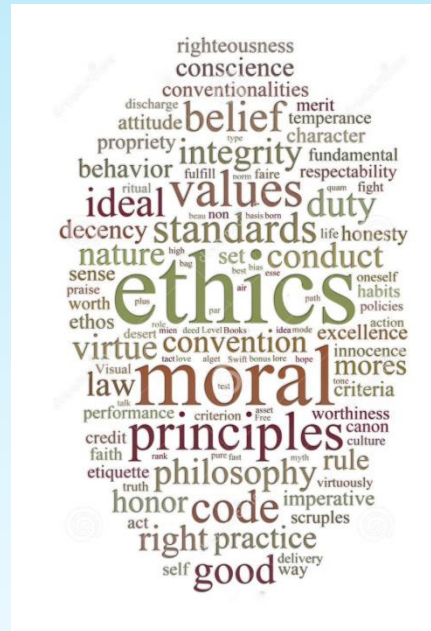
- Habits are actions that we learn to do so often that soon we no longer have to be told to do them
 - Making your bed, brushing your teeth
 - Getting dressed, tying your shoes
 - Picking up your things, putting them away
 - Shower daily and wear clean clothes
- Developing good habits is one way to take personal responsibility
- Doing your homework should be a habit you develop early

Finish What You Start

- Doing homework means finishing all the problems
- Finishing the report means making sure you have listed everything the teacher wants such as cover page, title, conclusion, and references.
- Finishing your homework means taking personal responsibility to hand it in on time without being told



Lessons in Personal Responsibility:



How to Apply Principles, Values, Ethics & Honesty at School

*Understanding
Ownership, Copyrights, Source Material, & Plagiarism*

What Belongs to You & What Does Not

- Books, Music, Computers and Learning Tools
 - These belong to the school and must be used carefully and left at school
- People who write books and music own these things
 - They allow you to read their words and sing their songs
 - Try to notice who writes the books you read and music you sing at home or school
- Sometimes you can borrow things that are not yours if you make promises
 - This means promise to tell others who wrote the books
 - This means promise to tell others who composed the music
 - This means you don't borrow these things and then say they are yours
 - How can you own words and music?
 - What should you do if you write a story or a song and want others to know this?



Copyrights



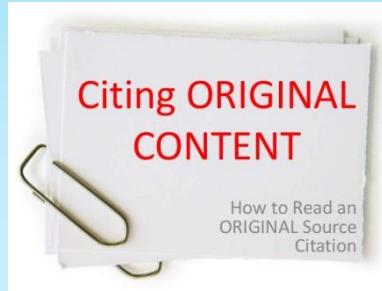
What They Are

- This means laws and rules protect what someone has created – books, music, programs, drawings, art, film, movies, dances, architecture, photos, graphics, or basically anything original and tangible that can be seen, heard or touched by others
- These rules do not protect titles, slogans, ideas, principles, devices, phrases, names, or something you said – it has to be written down first

Why They Are Important

- Copyright laws are important because they protect creativity and encourage people to display their talents without fear of others stealing what they have written, composed, made or created
- People of any age can own a copyright – the minute it is tangible, it is protected by copyright law for the life of the author plus 70 years

Source Material



What This Means

- Source Materials means “where” the original information was found, who wrote it and when it was written
- Since many things are available on the Internet now it is important to know where it originated, who wrote it and when – take the time to find the author or composer of the information
- This means the author’s complete name, when, where, and how it was published or made and where you found it, including the Internet site

Why This Is Important

- Original ideas sometimes come after years of study and research – credit needs to be given to people who spend time learning and studying new things
- People do not always agree with the source material or perhaps it was quoted wrong or taken out of context so the original source is important in order to clear up any questions
- Sometimes things are controversial so if the source is listed the reader can research the controversy better

Plagiarism




What This Means

- Plagiarism means using something someone else created without giving the original author credit
- It means putting your name on the item as if you originally wrote it or created it
- It means using copy/paste to copy something from someone else's work or the Internet and not saying where it came from or who wrote it
- It means using bits and pieces of many authors' work and saying it belongs to you

Why This Is Important

- It is against the law to copy or use someone else's work and say it belongs to you – this is cheating, fraudulent, and it is dishonest
- It becomes an ethical issue in business and school if original work is stolen, claimed by someone else or even sold under a false name
- If creative work cannot be protected by law, people will be afraid to publish their original ideas because someone else might steal and sell them
- Many people make their living with their personal creative original ideas so protecting this talent is the ethical and right thing to do



Personal Responsibility
When Writing Reports
& Term Papers:
How to Avoid Plagiarism
& Copyright Infringement

[Teacher Link for Helpful Video:
Teaching Children to Avoid Plagiarism](#)

Writing Your Report: Important Things to Remember



- It is important understand ownership when researching and writing reports
 - People who do original research should receive credit for their work
- It is important to explain where you found the information for your report
 - Carefully document where you find your information so others can find it, too
- It is important to list these people and places when you write your report
 - This list is known as “References” or “Bibliography”
 - This list should be part of every report you hand into your teacher
 - When you write your report you should name these important people and quote them if it is an exact quote or paraphrase their words if you want to explain what they said briefly – personal responsibility means always listing your source of information

Avoiding Plagiarism

What This Means

- Every time you use someone else's words, use quotation marks
- List the authors in the references and mention them in the report when using and writing about quoted, summarized or paraphrased information in any report or paper, regardless of the topic or class
- Never copy/paste anything if you can avoid it – a good practice to maintain

Why This is Important

- You will learn more if you research the topic thoroughly and then develop your own ideas on the subject
- Even though you may use your own ideas, be sure to explain the research you did to come to your conclusions and give credit to original sources
- Quoting others with citations shows you have studied the topic and know what others think about this issue



Avoiding Copyright Infringement



What This Means

- Get permission if necessary to use the material before you hand it in unless the report or paper comes under the following Fair Use Guidelines:
 - How used – education, news reporting, research, criticism
 - How your use affects the author's profit
- Avoid copying anything verbatim that doesn't not also contain the author's name – be sure to also put down where you found this item – cite the source

Why This is Important

- If you don't, you have broken the U.S. copyright law
- Keep up with the laws that are passed as new copyright rules are added that complicate the use of sources, especially music
- Be aware of common property that is not copyrighted, but still give credit to the original author if it is known in order to avoid plagiarism issues

Personal Responsibility Review



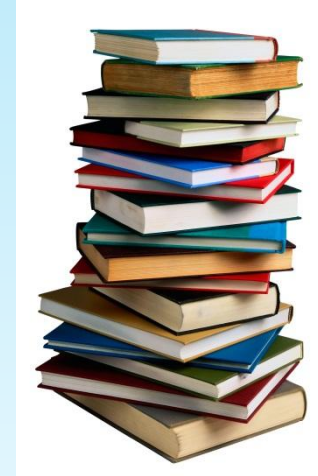
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 - Principles, Values, Ethics, Honesty & Integrity
 - Understanding Each Quality and How it Applies to Strengthening Personal Responsibility
- Lessons in Personal Responsibility
 - How to Apply Personal Responsibility Strengths at School
 - Understanding Behavior Standards, Making Right Choices, & Finishing Projects
 - How to Apply Principles, Values, Ethics & Honesty at School
 - What Belongs to You & What Does Not
 - Understanding Ownership, Copyrights, Source Material, & Plagiarism
- Personal Responsibility When Writing Reports & Term Papers
 - Avoiding Plagiarism
 - Avoiding Copyright Infringement



References , Topic Information, Graphics

ADDITIONAL REFERENCES

- U.S. Copyright Laws, <http://www.loc.gov/copyright/>
- “What is Plagiarism?” Plagiarism.org..
http://www.plagiarism.org/learning_center/what_is_plagiarism.html



OTHER INFORMATION:

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GRAPHICS

- Google Images Search

