These guidelines are provided by the Center for Teaching and Faculty Development as part of their accessibility resources for Universal Design for Learning. Universal Design for Learning is a process of making course concepts accessible and skills attainable regardless of learning style, physical, or sensory abilities. Providing accessible instructional materials is for the benefit of everyone as accessibility removes the barriers individuals may face from obtaining the information.

For additional information on Universal Design for Learning, please visit the Universal Design for Learning website online at http://ctfd.sfsu.edu/udl. For additional accessibility resources, please visit the Center for Teaching and Faculty website online at http://ctfd.sfsu.edu/accessibility-resources.htm.
SAMPLE SYLLABUS STATEMENTS FOR USE WITH TURNITIN

GENERAL STATEMENT ON ACADEMIC INTEGRITY

All syllabi should include a statement on academic integrity. Here is a sample from San Francisco State University’s College of Humanities:

Plagiarism is a form of cheating or fraud; it occurs when a student misrepresents the work of another as his or her own. Plagiarism may consist of using the ideas, sentences, paragraphs, or the whole text of another without appropriate acknowledgment, but it also includes employing or allowing another person to write or substantially alter work that a student then submits as his or her own. Any assignment found to be plagiarized will be given an “F” grade. All instances of plagiarism in the College of Humanities will be reported to the Dean of the College, and may be reported to the University Judicial Affairs Officer for further action.

SPECIFIC STATEMENT ON USE OF TURNITIN

Turnitin has been found to conform to legal requirements for fair use and student confidentiality. To clarify the use of Turnitin, you may wish to include another paragraph, such as this:

In this course, we will use Turnitin.com, an electronic resource that compares your essay to internet sources and a comprehensive database of other papers. It creates an originality report identifying which parts of your essay match any of their sources which will make it easy for you to make sure that you have cited all your sources and haven’t accidentally picked up another author’s language. All required papers will be submitted to Turnitin.com for the detection of plagiarism and retained as source documents in the Turnitin.com reference database to be used solely for the purpose of detecting plagiarism of such papers. Essays that are not submitted to Turnitin will be given an “F” grade.

STATEMENT FOR WRITING-INTENSIVE COURSES

In addition, for composition or other writing intensive classes, you may add:

In this class, we will use ideas from other writers in a variety of ways. You may explain the work of a great thinker, disagree with another writer or refer to authorities to support your point. In all cases you will need to give proper credit. If you do not know how to cite a source or you are unclear about what plagiarism is, come see me and I’ll be happy to explain. I take this issue very seriously, so do not try to copy other people’s work and pretend it is your own or have someone else
write your essays for you and claim that you did the work. Usually students are
tempted to get illegal “help” when they feel they are failing and there is nothing they
can do about it. But there is always one thing you can do if you are having trouble:
you can get me to help you. If you are stuck, or feel that you don’t understand
something, please come talk to me and I’ll be more than happy to help you.