SCHOLARLY REQUIREMENTS

American Medical Association (AMA) Writing Format
AMA is the writing format that will be used predominantly in the program. It is important to learn how to properly format scholarly work as this enhances communication and provides a standardized approach to scholarly writing. AMA includes writing style and format related to grammar, sentence and paragraph structure, headings, title page, quotes, and referencing. The DAT program uses the AMA writing format for all courses and the applied research project. A brief introduction to AMA is provided in the orientation course.

Lack of Proper Use of Sources / Plagiarism
The lack of proper use of sources or plagiarism, has been defined by the ATSU Student Handbook as “presenting the work of another as one’s own” and includes “copying of another person’s ideas or words, interspersing one’s own words within another’s work, paraphrasing another’s work without appropriate attribution, fabricating sources of data, and other uses of another’s ideas or words without acknowledgement.”

Plagiarism is not acceptable in any academic institution. Intellectual honesty is pivotal to the development and acquisition of knowledge and scholarship. To ensure intellectual honesty, contributions from others used in your work must be appropriately acknowledged. Lack of proper use of sources negatively impacts scholarship and indicates a lack of academic integrity. Proper referencing requires, among other things, that all borrowed quotes are cited appropriately and identified with quotation marks, author, date, and page/paragraph number. In addition, all paraphrasing must recognize the original author(s).

Misuse of sources and plagiarism can occur in many forms:
- Submitting or presenting coursework, in whole or in part, as your own when it is not
- Submitting coursework (cutting and pasting or re-entering information) taken from another source without reference to the original author or publication
- Submitting coursework that lacks in-text citations even though a list of sources is provided
- Using direct quotes without appropriate citation for the quotes
-Attributing information to a source other than the original
- Submitting previously prepared, original material to a course without an instructor’s knowledge or permission (self-plagiarism)
-Paraphrasing is not substantively different from the original source, even though the information is properly cited and references
- Infrequent or missing citations
- Submitting an assignment based on a string of quotations without appropriate critical thinking or analysis
ATSU considers plagiarism a serious offense. For further information refer to the Code of Academic Conduct in the ATSU Student Handbook. Please pay attention to ensure all quotes are cited appropriately with quotation marks, author, date, and page/paragraph number; and that all paraphrasing recognizes the original author.

The AT Program uses the following policies and procedures regarding a suspected occurrence of plagiarism.

First occurrence within the program - A first instance of suspected limited plagiarism is considered a lack of proper use of sources and is generally believed to result from a lack of familiarity and inexperience using AMA guidelines and scholarly writing. The course professor will inform the program director of such suspicion and the assignment will be reviewed by the program director and two additional faculty to determine if blatant plagiarism or lack of proper use of sources has occurred. If the review panel determines it to be blatant plagiarism, the program director will file charges against the student, in accordance with the ATSU Student Handbook for violating the Code of Academic Conduct. If the review panel deems this to be unintentional lack of proper use of sources, a formal letter will be sent to the student informing them of the finding and referring them to the University Writing Center.

Outcomes - The outcomes for a first offense for unintentional improper use of sources generally are, but are not limited to:

- Required completion of the ATSU’s University Writing Center’s Proper Use of Sources tutorial
- Resubmission of the assignment for a reduced grade of 20%
- Should the student not complete the tutorial and resubmit the paper, the student will be given a grade of 0 for the assignment.

Second occurrence within the program - A second occurrence of lack of proper use of sources is a more serious academic offense and cannot be attributed to naiveté, ignorance of guidelines, or a misunderstanding of what constitutes acceptable graduate scholarship at ATSU. The course professor will inform the program director of the suspicion. The program director and a panel of two additional faculty will review the assignment. Should the panel determine the case to be blatant plagiarism, the program director will file charges against the student, in accordance with the ATSU Student Handbook for violating the Code of Academic Conduct.

If the review panel deems this to be unintentional lack of proper use of sources, a formal letter will be sent to the student informing them that the case is being sent to the Athletic Training Program Academic Review Board (AT-ARB). The case will be reviewed by the AT-ARB in a formal meeting at which the student is expected to attend via video conference.

Outcomes - The outcomes for a second offense generally are, but are not limited to:

- Referral to the AT-ARB
- Upon determination of lack of proper use of sources by the AT-ARB, the student will receive a course failure for the course.
Third occurrence within the program - A third occurrence of lack of proper use of sources is seen as a student's chronic inability to produce acceptable graduate-level scholarship. The course professor will inform the program director of the suspicion. The program director and a panel of two additional faculty will review the assignment. Should the panel determine the case to be blatant plagiarism, the program director will file charges against the student, in accordance with the ATSU Student Handbook for violating the Code of Academic Conduct.

If the review panel deems this to be unintentional lack of proper use of sources, a formal letter will be sent to the student informing them that the case is being sent to the AT-ARB. The case will be reviewed by the AT-ARB in a formal meeting at which the student is expected to attend via video conference.

Outcomes - The outcomes for a third offense generally are, but are not limited to:
- Referral to AT-ARB
- Upon determination of a third occurrence of lack of proper use of sources by the AT-ARB, the AT-ARB will recommend dismissal from the program

Procedures for Detecting Lack of Proper Use of Sources/Plagiarism
1. The final literature review in ATRN 9001 and the final applied research paper in ATRN 9004, and course assignments, presentations, and/or discussion boards at the discretion will be checked using a valid and reliable software program for improper use of sources.

2. Plagiarism scores equal to or above a 40% threshold will automatically be reviewed by the course professor and submitted to the program director for further review, as described above. Material scoring below 40% may be reviewed by the faculty and referred to the program director if blatant plagiarism or lack of proper use of sources is suspected for any reason.