



## **WISDOM Socratic Dialogue Online Program**

### **Requirements for Writing Submissions**

To ensure transparency and clarity in your writing within the WISDOM Program, you must follow the following requirements and guidelines for the ENTIRE process of your assignment. Your tutor will be reviewing your writing history within your submission document and for evidence that you have written and revised the content yourself within that document. The following is not a suggestion, but a condition of taking this writing course.

All great writers incorporate change, development, and revision; you should never be satisfied to write once and not edit. Tutors will expect a natural progression of the development of an idea from its beginning to a finished product.

We expect that all students will be able to access Google Docs for this course. If this is a significant issue, please contact your writing tutor and Nicole Noster (nicole@wisdomhomeschooling.com) immediately to determine a better process.

*(NB: The acronym “AI” as used in this document includes tools, apps, plug-ins, and programs that create content, do research or summaries, make large content replacement suggestions or edits, etc. The student should be the “intelligence” in the writing process, not a machine.)*

- 1) Create your written assignment in Google Docs from the beginning. DO NOT USE other word processing software, and DO NOT copy and paste into Google Docs unless it makes sense (eg. pasting in a direct quote, using portions of an applicable previous assignment, etc). Pasting in large portions of text can look suspicious and like possible AI incorporation or plagiarism.
- 2) There must be evidence of your creation process. This can include but is not limited to
  - a) an outline
  - b) brainstorming notes, handwritten or typed
  - c) revision work
  - d) journaling
- 3) Your work must be your own. Respect the editing tools that are available to you. Spell check is allowed, as well as VERY moderate grammar suggestions. A good writer needs

to incorporate a manual and active mental process to improve at writing. Do your own heavy lifting; do not let tools do the work for you with the writing process.

- a) DO USE resources such as a thesaurus, a dictionary, and an encyclopedia. Find your own alternate word options since you understand the nuance of your meaning.
  - b) DO find an editor in your own family. Read your written work out loud to help with self-correction; ask a parent to read your assignment and give their opinion.
  - c) DO NOT USE AI for text generation, thorough grammar edits, or suggestive rephrasing. Such use is not original content and will be considered as cheating. Do not allow a tool to do your writing for you. Beware of editing tools such as Grammarly because they will actively change your voice and your original content.
- 4) Research your sources carefully and cite them correctly. Before writing, be aware of which sources are allowed and which are not. **Ask your tutor for clarification if needed.**
- a) All internet sources must have a direct hyperlink to the source.
  - b) DO NOT ask AI for sources or use it for research. AI is well-known to hallucinate and create its own sources which do not actually exist. Your tutor will have suggestions for credible websites for research. Develop a good sense of internet honesty; you should be critical of whether a website is credible or not. You do not want to be hoodwinked.
    - i) Make sure that a website is authentic by reading about the website itself. Check out the “About” section. Ask questions such as: is there an address? Are there individuals who stand behind this website? Is this a real organization or a fake one? Can I find other websites or sources that corroborate the information I find on this website?
    - ii) Look for an author for the article you wish to cite. If no clear single author is stated, it is true that credible articles are created by the website team. If the website seems credible (see above), then you can probably trust that the article was truly created by the organization.

**Consequences**

Students who do not follow these guidelines may be withdrawn from the course after a warning. If they are being negligent or if there is confusion in following these guidelines, these circumstances will be treated with more leniency as long as the student is open to clarification and will correct their process. Tutor are committed to maintaining clear communication with parents and students if there are any concerns.

These are the consequences for students who cheat through plagiarism or inappropriate AI use as clarified above:

- The assignment in question will receive a 0 mark.
- Following this occurrence, the student will have to follow a stricter process demonstrating original development in all future assignments which will be outlined by the tutor.
- Any further plagiarism or AI use will result in the student being removed from the course.
- The student will have the chance to resubmit one assignment within 2 weeks of the course end for an extra, pre-paid fee of \$35.

These parameters have been created with the student's good in mind. We hope that this helps to clarify our expectations and will aid students to be confident in their focus on the writing process.