

**Assessment Task Cover Sheet**

*Please attach this signed cover sheet to every assessment task you submit*

|  |  |
| --- | --- |
| **SURNAME** | **GIVEN NAME** |
|  |  |
| **NESA NUMBER** | **TEACHER** |
|  |  |
| **SUBJECT** | **TASK TITLE** |
|  |  |
| **DUE DATE** | **DATE SUBMITTED** |
|  |  |

**ALL MY OWN WORK**

1. **Acknowledgement of sources using Harvard style referencing**

One of the most important elements of good practice involves careful acknowledgement of the ideas of others using in-text citations and a bibliography. In-text citations are acknowledgements throughout your work where you use another’s ideas (i.e. author’s surname, date of publication, page). The bibliography is a summary of all sources used at the conclusion of your response.

1. **Avoiding Plagiarism**

Plagiarism involves using the work of another person and presenting it as your own. These are some ways you would be plagiarising, unless you have clearly acknowledged your source:

* Copying out part(s) of any document from any source, including the internet
* Using someone else’s ideas or conclusions, even if you have put them in your own words
* Copying out or taking ideas from the work of another student/tutor/other source, even if you have reworded some parts

**STUDENT DECLARATION**

*I have read and understood the All My Own Work statements above. I certify that this task is entirely my own work and that I have fully referenced all my sources.*

Student’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_