

## Authenticating student work

All extended essays submitted to the IB for assessment must be authenticated by the student and supervisor, and must not include any known instances of suspected or confirmed academic misconduct. All students and supervisors must confirm the authenticity of the work submitted when uploading work to the e-coursework system. Once a student has uploaded the final version of their extended essay to the e-coursework system for assessment, and confirmed the authenticity of it, it is submitted via the system to their supervisor. At this point the supervisor must not allow any retraction of the essay by the student for modification purposes unless there has been an administrative oversight.

The *Reflections on planning and progress form* is given to the supervisor by the student, signed and dated, and it is the responsibility of the supervisor to upload this to the e-coursework system, add their comment and authenticate it before submitting it to the IB with the already uploaded essay as one portfolio. Further guidance on this is given in the section “Protocols for completing and submitting the *Reflections on planning and progress form*”.

It is extremely important that supervisors are able to confirm that they have followed the guidance for monitoring the student’s work throughout the process and can, to the best of their knowledge, confirm the authenticity of the work upon final submission (please refer to the *Handbook of procedures for the Diploma Programme*).

If the supervisor is unable to confirm the authenticity of the work this must be brought to the attention of the Diploma Programme coordinator, who in turn should refer to the *Handbook of procedures for the Diploma Programme* for guidance. Work that is submitted but does not comply with the expectations and requirements outlined in this publication will be treated as a case of academic misconduct.

When authenticity is in doubt, the supervisor should first discuss this with the student. In addition, one or more of the following actions may be helpful:

- compare the style of writing with work known to be that of the student
- compare the final submission with the first draft of the written work
- check the references cited by the student and the original sources
- interview the student in the presence of a third party
- use one of the many websites set up to prevent plagiarism.

It is the responsibility of supervisors to ensure that all students understand the basic meaning and significance of concepts relating to academic honesty, especially authenticity and intellectual property. Supervisors must ensure that all student work to be assessed is prepared according to the stated requirements and must explain clearly to students that the extended essay must be entirely their own work.

The same piece of work cannot be submitted to meet the requirements of both the extended essay and a subject-specific assessment component.

For further guidance on this issue and the procedures for confirming authenticity please refer to the [General regulations: Diploma Programme](#), as well as the *Handbook of procedures for the Diploma Programme*.