

**Hong Kong Diploma of Secondary Education
Liberal Studies
Structured Enquiry Approach
Independent Enquiry Study Report**

Covering Page

Enquiry Question: _____

Year of Examination: _____

Name: _____

Class: _____

Class No.: _____

Name of tutor: _____

**Number of words in the
report/ short written text:** _____

Notes:

1. Written reports should not exceed 4 500 words. The word count for written reports does not include the covering page, the table of contents, titles, graphs, tables, captions and headings of photos, punctuation marks, footnotes, endnotes, references, bibliography and appendices.
2. Candidates are responsible for counting the number of words in their reports and indicating it accurately on this covering page.
3. If the Independent Enquiry Study Report of a student is selected for review by the School-Based Assessment System, the school should ensure that the identity of both the school and student is not disclosed in the report.

Hong Kong Diploma of Secondary Education Examination
Student Declaration Form for School-based Assessment (SBA)
Completed in the School Year 20__ - __

Notes:

1. This form should be signed by senior secondary students at the beginning of each school year in which SBA is undertaken. Only one form needs to be completed by each student.
2. The completed form should be retained by the school until the end of the public examination cycle.

School Name: _____

Student's Name: _____

Class: _____ Class No: _____

Important Reminder to Students:

1. It is of utmost importance that academic honesty is maintained in SBA. Students are forbidden to indulge in any malpractice when completing their assessments.
2. Student can make reference to sources but must not plagiarise when completing their work. They should write in their own words and should not simply copy others' words or ideas and present them as their own. If necessary, they can quote or make reference to something written by another author in their work, as long as they ensure that these quotes or references are identified and the sources properly acknowledged.
3. Students are advised not to quote excessively in their work, as this would mean that they themselves could only make a minimal contribution to that piece of work and consequently they would be likely to get low marks from their teacher.
4. Students can make reference to the booklet "*HKDSE Information on School-based Assessment*", (<http://www.hkeaa.edu.hk/en/sba/>). Some examples on how to quote and acknowledge sources properly are provided in the booklet.
5. Students will be subject to severe penalties for proven plagiarism. The HKDSE Examination Regulations stipulate that a candidate may be liable to disqualification from the subject concerned or the whole of the Examination, or suffer a mark or grade penalty for breaching the Regulations.

I certify that I have read the above Reminder and declare that:

- All SBA tasks/assignments to be completed for all subjects in this school year will be my own work.
- My SBA work will not include any materials which have been copied from other sources without acknowledgement.
- I am responsible for ensuring that the work produced is my own and will bear the consequences of committing plagiarism or other malpractice in SBA.

Student's signature: _____ Date: _____

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