

Code of Conduct

for Studies of the Faculty of Technical Sciences

Status: 1.3.2024

The University of Klagenfurt is a place of learning, teaching, research and work. The Faculty of Technical Sciences promotes respectful interaction between university members and does not tolerate any form of discrimination.

Good conduct means but is not restricted to:

- **Recognizing and valuing the diversity of the university community and not discriminating against others.** Diversity includes intersectional elements of age, gender, sexual orientation, ethnic origin, nationality, culture, language, religious faith, illness, disability and more.
- **Refrain from any offensive behavior, bullying, harassment, or emotional blackmail** both in person and on the internet, including email, virtual learning environments, social networking sites, blogs and other web resources, course feedback. Such behavior is unacceptable towards any person, including teachers and fellow students, and the university will take the necessary steps (criminal charges if necessary).
- **Being considerate of others** so as to create a positive, respectful and supportive environment, free of all discrimination and intimidation.
- **Using non-discriminatory language in all communication**, including writing and speaking.
- **Use a polite tone**, appropriate to the academic nature of the institution.
- **Caring for our shared university environment** by
 - respecting buildings, spaces and facilities;
 - correctly recycling and disposing of litter and
 - acting in an environmentally responsible manner.
- **Seeking advice and assistance in academic and other matters from relevant and where necessary qualified persons** (e.g. fellow students, student tutors, members of staff) or university services as the
 - Study programme directors
 - [Study Representatives](#)
 - [Equal Opportunities Working Group](#)
 - [University Library Service](#)
 - [Writing Centre](#)
 - [Student Union](#)
 - [Psychological Counselling Service](#)
 - [Legal Counselling Service](#)
 - [University Medical Service](#)
 - [Family Support Service](#)
 - [IT-Support Service \(ZID\)](#)
 - [e-learning Service](#)
 - [Self-Access Centre \(SAC\)](#)
 - [School of Education](#)

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Students of the Faculty of Technical Sciences are at all times expected to display commendable academic behavior, which includes but is not limited to:

- **Following the requirements and recommendations** as stated in the respective curriculum.
- **Regularly checking their university email account** and using it for all **official communication** with staff.
- **Avoiding plagiarism and engaging in academic honesty at all times**, such as appropriately and correctly acknowledging all sources used. You can find details [here](#).
- **Reflective, responsible and risk-conscious use of artificial intelligence** in accordance with the specifications of the university or the course.
- **Informing the relevant person of an absence or delay ahead of time** for any activities you are expected to attend or assignments you are expected to submit.
- **Timely deregistration from exams** (within the deregistration period) **if you are unable to attend**.
- **Respecting people's time**, i.e. class meeting hours according to Campus-System, opening hours and office hours.
- **Learning to work autonomously as well as collaborate actively** with others.
- **Learning and practicing critical thinking**, including the selection of reliable, credible expert sources, as well as identifying and rejecting questionable sources (e.g. faulty, oversimplified or opinionated texts).
- **Developing the ability for self-reflection and evidence-based argumentation**.
- If you would like to **express criticism** (e.g. in the course feedback or in person), please do so **constructively**. If there is no criticism, you are also welcome to praise.
- **Being aware and making active, regular use of**
 - Support services like tutorials
 - Learning space [“Ada Lovelace Lab”](#)
 - Learning space [“FUNKtionenraum”](#)