*Aquila* Code of Ethics

*Compiled by the 2018-19 journalism classes. Confirmed by Editors-in-Chief Emily Hung & Nicole Rendler*

* **Be Responsible**
  + Submit all *Aquila* work on time and completed to the highest quality, including articles, art and design. Reporters, photographers and designers should communicate with the editors-in-chief, managing editors and section editor if they are unable to meet their deadline for any reason. If a reporter is absent the day a story is due, it is the reporter’s responsibility to turn it in on time. “Personal attributes affect the integrity of the news medium you work for” (NSPA 1.7).
* **Be Fair**
  + Be objective. Leave all personal opinions, beliefs and experiences out of stories, except editorials and opinions. Achieve balance and fairness, but do not fall in the false equivalency trap. Research thoroughly and speak to sources to understand the story on a panoramic scale.
* **Be Honest and Truthful**
  + Be honest with sources and other journalists. Reporters should never misrepresent themselves or accept bribes, offers or rewards to obtain information. Do not search for sources to support a personal point of view, and do not turn in articles with false information. Do not plagiarize; it is not only unethical, but also illegal, and the reporter will be held personally responsible.
* **Be Accurate**
  + Accuracy requires putting facts together truthfully and not altering the reality with words. If a reporter questions any data that has been gathered, double check for it consistency and clarity. Never assume or take an educated guess.
* **Be Accountable**
  + Admit to mistakes and publicize prompt corrections. Be humble, learn from it and take steps to prevent it from happening again. Commit to seeing struggles and failures as a chance to grow and improve. Be ready to explain and defend ideas and point of views.
* **Be Independent**
  + Resist prior review, and especially prior restraint, at all times. Do not allow sources or anybody outside of *Aquila* to read or review a draft of work. Reporters may repeat facts back to sources, but never share drafts of their work.
* **Minimize Harm**
  + Do not allow sources to use *Aquila* to promote their own self-interests. Show respect and compassion for people in distress, and balance the public’s right to be informed with an individual’s right to privacy.

***I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby accept and will adhere to the* Aquila *Code of Ethics. I will dutifully put forth my obligations as a journalist of this news organization, and serve my community to the best of my ability. I understand that failure to adhere to the* Aquila *Code of Ethics will affect the reputation of* Aquila *and myself and may result in serious consequences.***

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