

POLICY GUIDELINES ON PLAGIARISM

Scope, Prevention, Control and Punitive measures

A. Preamble

is a demonstration of misrepresentation and is generally perceived as a difficult issue in scholarly Institutions everywhere throughout the world. Thus, every Institution ought to have a very much characterized arrangement on not just managing copyright infringement and any comparative demonstrations of scholastic untruthfulness by students or faculty, yet in addition instructing them about its evil impacts. Regularly individuals are ignorant of what establishes unoriginality and how it can have exceptionally unfriendly impact on the individual and the Institution. University of Engineering & Management, Jaipur has zero-tolerance for academic dishonesty.

B. Scope

Pretty much every scholarly movement is an expected objective for literary theft, including papers, research projects, venture reports, proposals, expositions, introductions, research distributions, and so forth.

Instances of counterfeiting incorporate the accompanying:

1. Buying, taking or obtaining assignments, investigations or results.
2. Reproducing somebody's thought/work, to a limited extent or entire, without authorization and introducing it as one's own thought/work.
3. Copying an area of a book or article from another's Report or Dissertation, without legitimate reference.
4. Quoting in exactly the same words from a source, without giving reference.
5. Self-Plagiarism: imitating or distributing one's own distributed work, to a limited extent or entire, without alluding to the prior distributed work.

C. Prevention and Control

To maintain a strategic distance from unexpected literary theft, a little carefulness and alert is required. The accompanying agenda can be utilized as a manual for keep up great practice in scholastics:

1. Always utilize your own insight and assets just, beyond what many would consider possible.
2. If it is required to utilize an expression from someone else's work, consistently line it up with appropriate reference of that work.

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3. If the work is probably going to create income, it is significant that authorization is looked for from the first creator, so as to utilize any Figure or Table from it, in any case total reference ought to be given beneath the Figure or Table.
4. Copyright infringement ought to be altogether checked and stayed away from consistently.

D. Obligations of the University

1. Orientation Programme

- I. UEMJ ought to embrace to sharpen every one of its understudies and employees towards scholastic trustworthiness, by holding standard Workshops about its Plagiarism strategy, extension, counteraction and discipline.
- ii. Each staff part, research researcher and senior understudy of UEMJ ought to be given a duplicate of the Plagiarism Policy record.
- iii. An Orientation program ought to be sorted out for every new contestant, by the University
- iv. Research Committee in relationship with the Academic Section. The Orientation program ought to examine what is literary theft, how to maintain a strategic distance from it, what is the composing style for Reports and exploration papers, and to clarify the University strategy on plagiarism.

2. Plagiarism detection

- i. With a literary theft identification programming instrument like Docoloc, UEMJ will arrange uncommon instructional meetings for all worried, on the most proficient method to utilize it and break down its outcomes.
- ii. Each thesis/Report submitted to the University ought to have a Report from the plagiarism detection tool.
- iii. The DRC (for PhD thesis) will look at the Report of the plagiarism detection software tool, to find out the level/degree of literary theft, assuming any.
- iv. All research scholars will present an declaration/crtification of unique work with their thesis. To encourage this, a form ought to be structured and given to them.
- v. All examination papers ought to be broke down by the identification tool and the Report imparted to the guide before the paper is sent for publication to any jounal or magazine.

E. Reporting and Handling

1. A complaint or charge of a suspected evidence with literary theft against a student ought to be routed to the DRC. Objections got from outside organizations ought to be coordinated to these people, for time bound activity inside 30 days. The DRC or Department may, all alone, take discernment of any speculated case.
2. In the above circumstance, a Fact-finding Committee will be set up by the Dean of the Faculty, comprising of the Director of the concerned School, the Head of the Department and one senior faculty member from another Department. The Committee will inspect the

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subtleties of the case and get a Report of the detection tool, assuming any. It will likewise take a look at the recently published work of the concerned individual, if significant.

3. The Committee shall submit its Recommendation with the plagiarism detection Report and any other relevant documents. The Recommendation shall be clearly specified in the following categories:
 - i. The charge of plagiarism cannot be substantiated. The similarity between documents is within acceptable limits and all relevant citations are present. No further action is required.
 - ii.. Low-level plagiarism: it seems that the plagiarism is the result of negligence and there is no clear intention to copy. The student may be let off with counselling about plagiarism and asked to resubmit the Report within a given time frame.
 - iii.. Mid-level plagiarism: Copying a few portions from online resources, failure to cite a few references, low intent to cheat, which may be due to lack of knowledge. The student should be asked to resubmit the work and a ceiling put on the grade to be awarded.
 - iv. High-level plagiarism: deliberate and planned attempt to copy someone else's work, large portions copied from the original, with clear intention to cheat. The student's programme may be terminated.
 - v. If the charge of plagiarism is substantiated on a complaint against a student, after he/she has been awarded a degree, the degree may be rescinded.

Note: the level and quantification of plagiarism is left to the judgment of the Committee.

References

1. www.iitr.ac.in/academics IIT Roorkee plagiarism policy
2. www.plagiarism.org The online resource for dealing with plagiarism
3. www.ox.ac.uk Oxford University: what is plagiarism
4. mvw.cmu.org/policies Carnegie Mellon University policy on cheating and plagiarism