

13.1 Plagiarism - Summary guidelines for Part II students studying genetics

“Plagiarism is defined as submitting as one's own work, irrespective of intent to deceive, that which derives in part or in its entirety from the work of others without due acknowledgement. It is both poor scholarship and a breach of academic integrity.”

<http://www.admin.cam.ac.uk/univ/plagiarism/students/statement.html>

It is essential that, as part of your scientific training, you follow best practice with regard to avoiding plagiarism. It is an important aspect of academic integrity to cite all sources on which you base your work (even if it is not copied directly from them), be they published in hard copy or web based. Please note that the use of essays purchased from any source or copied from other students is unacceptable regardless of whether the source is acknowledged. Equally, it is not permitted to use your own work in multiple components of your assessment (for example to present the same essay, in part or as a whole, in answer to more than one exam question).

Coursework

Guidelines for citation are provided with the instructions for writing your Part II project report and extended essay in section 8 of your Part II Genetics Course Guide. Guidance for Part II BBS dissertations is provided on the BBS website:

<http://www.biology.cam.ac.uk/undergrads/nst/bbs/dissertations>

A study skills session, together with a session on plagiarism and how to avoid it, will be held early in the Michaelmas term (Friday 9th October 13:30).

Your attention is drawn to the guidelines on plagiarism issued by The Board of Examinations:

<http://www.admin.cam.ac.uk/univ/plagiarism/>

Written unseen examinations

Full citation is not expected in written unseen examinations, such as those taken at the end of the Part II Course. If you still have questions, you should talk to your Director of Studies, the Course Organiser, or the Part II Genetics Examiners.

Use of Turnitin for Part II students studying genetics

The Genetics Teaching Committee has agreed that in the coming academic year the following procedure, agreed by the Biological Sciences Committee of the NST, will be applied to submitted work in Part II.

“If, during marking by an assessor, plagiarism is suspected in a piece of submitted work, the work will be marked as normal and then referred to the Senior Examiner. The electronic version will be passed on to the Scrutiny Officer within the Department for checking with Turnitin. If analysis by Turnitin supports initial suspicions of plagiarism, the Chair of Examiners will be informed, who will proceed as per the advice given at

<http://www.admin.cam.ac.uk/univ/plagiarism/examiners/index.html>

The Teaching Committee also agreed that, for the Part II Genetics Extended Essay and Part II BBS dissertation, a Senior Examiner may *“submit all students work for analysis by Turnitin. This will be done automatically on each student's piece of work once it is submitted on Moodle. If this option is chosen, one or more academics will be appointed as Academic Integrity Officers, whose role will be to analyse the reports resulting from the Turnitin analysis. These Officers will not be involved in academic assessment of the work in question. If analysis by Turnitin reveals suspicions of plagiarism, the Chair of Examiners will be informed, who will proceed as per the advice at:*

<http://www.admin.cam.ac.uk/univ/plagiarism/examiners/investigative.pdf>

To facilitate the use of Turnitin you will be asked to sign a form that gives permission for your work to be submitted to the system should the examiners require this. A copy is in the Course Guide

for your information and a hard copy will be available for you to sign at the plagiarism session, early in the Michaelmas term.

For each item of coursework, you will also be required to submit an electronic copy on Moodle, along with the hard copies. At the time of submission you will be asked to sign a declaration,

“I declare that this project report/ extended essay/ dissertation is entirely my own work except where otherwise stated, either in the form of citation of published work, or acknowledgment of the source of any unpublished material. Moreover, I confirm that the electronic version submitted is indeed the file that is printed out in the hard copy.”

Full details of how to submit the electronic copy are available in your course guide (or for BBS students, via the BBS website). A full description of the Departmental Turnitin policy is included in your course guide (Note that, as well as receiving a hard copy, the course guide is also available electronically on the Part II Genetics Moodle site).