



Policy on Academic Integrity and Prevention of Plagiarism

PLAGIARISM

Plagiarism can be put as getting inspired, verbatim copying another's work and presenting as one's own work or quoting another author's language, thoughts, ideas, or expressions without due citation and acknowledgement. Hence, when someone else's ideas are reproduced without giving due credits to the person or without mentioning the original source, it is termed as Plagiarism. Plagiarism, in a broad sense, includes ideas, sentences, phrases, paragraphs, or any information usage without any proper citation. It also includes paraphrasing of sentences. Plagiarism is actually a disservice to the academics. Any wrong information imparted misguides the learners and misleads the learning.

AT UTTARAKHAND OPEN UNIVERSITY

Ethics, Honesty and Integrity are three of the most important attributes in academics. Be it research or teaching. Novelty creates the inflow of ideas and makes all the difference in forming a name of its own. Many times it is noticed that research work is inspired/copied from the already published work. This act harms the credibility of the original author and prospects of the current submission. Moreover, the research work is to be based out of original ideas and must be free from any kind of duplication. In order to not corrupt the academic environment, UOU attempts to avoid any kind of intentional or unintentional discrepancies in academic writings. Hence, research writings and academic writings are to be scanned through plagiarism detection software and the reports should be accordingly sent to the concerned for the required changes. Further, it is instructed to all the unit writers, research scholars and faculty members to give proper citation, attribution and due acknowledgement and seek permission of the author wherever necessary. Moreover, even for creative commons license, as per the attribute of the license, writers should comply with the source's norms and regulations.

UOU shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the

needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source..

DETECTION

The University shall use UGC Recommended Software or provided by Inflibnet in order to check any kind of variance in the work. It checks on the textual and subject similarity to reflect the original work of any scholar and helps in removing the discrepancies, if any. For the same, the University has signed a MoU with INFLIBNET centre. Further, if any researcher's work is found to be plagiarized with sufficient proof, then the matter will further be taken to the higher authority. The concern will thus be raised and investigation will start against the individual and a decision will be taken based on the recommendation of the Panel. The degree of plagiarism and the intention will decide whether the work submitted is subject to rejection or any further modification. As per University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018 and as per the University's norms, every learner submitting a thesis, dissertation, or any other such documents to the University shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism. Further, Soft copies of all Research program's dissertations and thesis shall be submitted to INFLIBNET for hosting in the digital repository under the "Shodh Ganga e-repository". The prime responsibility to prove that the work submitted is original lies with the author. The student should give an undertaking that the work done by him or her is plagiarism free. The student must be aware of how to use the error detection tool, such that the work submitted is hassle free to process. A Course on Research and Publication Ethics shall be compulsorily included in the Pre Ph.D.- Course Work for all research scholars enrolled in various departments of the University.

EXCLUSIONS

The exclusions kept are limited to the following; All quoted work reproduced with all necessary permission and/or attribution. Bibliography References Phrases, Table of content Preface and acknowledgments. General formulas, laws, standard symbols, and equations Name of Institutions, Departments, Colleges etc. As per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) 2018, the research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only, and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

SIMILARITY CHECKS FOR EXCLUSION FROM PLAGIARISM

The similarity checks for plagiarism shall exclude the following: i. All quoted work reproduced with all necessary permission and/or attribution. ii. All references, bibliography, table of content,

preface and acknowledgements. iii. All generic terms, laws, standard symbols and standards equations.

LEVELS OF PLAGIARISM

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

PENALTIES

As per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulation 2018, penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty and staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

Penalties in case of plagiarism in submission of thesis and dissertations shall be imposed considering the severity of the plagiarism as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulation 2018. In case of any grievance, the matter shall be reported to the Departmental Academic Integrity Panel (DAIP) and Institutional Academic Integrity Panel (IAIP).

The composition of these panels are given below;

Departmental Academic Integrity Panel (DAIP)

- a. Chairman - Head of the Department
- b. Member - Senior academician from outside the department, to be nominated by the Vice Chancellor.
- c. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the Department.

The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).

Institutional Academic Integrity Panel (IAIP)

- a. Chairman - Director/Senior Academician of the University.
- b. Member - Senior Academician other than Chairman, to be nominated by the Vice Chancellor.
- c. Member - One member nominated by the Vice Chancellor from outside the University.

d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor.

The Chairman of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman). Both the Panels shall work as per the guidelines given under UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations, 2018.

Penalties in cases of plagiarism shall be imposed in accordance with the UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, as amended from time to time.

SELF-PLAGIARISM

As per UGC, replication/reprinting/reproduction of published work, in part or whole, of one's own previously published work without adequate citation and proper acknowledgment and claiming the most recent work as new and original for any academic advantage amounts to 'text-recycling' (also known as 'selfplagiarism') and is not acceptable. Text-recycling/self-plagiarism includes: republishing the same paper already published elsewhere without due and full citation; publishing smaller/excerpted work from a longer and previous without due and full citations in order to show a larger number of publications; reusing data already used in a published work, or communicated for publication, in another work without due and full citation; breaking up a longer/larger study into smaller sections and publishing them as altogether new work without due and full citation; paraphrasing one's own previously published work without due and full citation of the original. All the learners, researchers, faculty members and staff of the University are instructed strictly to avoid self-plagiarism. Further, Self-citations do not add any number/s to the individual's citation index or h-index in global academia. Note: The policy framed is in line with the provisions stated under UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations 2018 for Plagiarism; therefore, it may change with amendments in UGC Regulations and Guidelines.

UPLOADING OF THESIS IN SHODHGANGA REPOSITORY

As per the Memorandum of Understanding signed by the University with the UGC-INFLIBNET under the Shodhganga project, it is mandatory for submission of thesis/ dissertation online in the Shodhganga repository. The guidelines being issued are as under.

A. Each Ph.D. student shall submit the following certificates along with other necessary enclosures at the time of thesis/ dissertation submission.

(a) Certificate of Originality

(b) Student Approval Form for Uploading of Thesis/ Dissertation on Shodhganga

(c) Plagiarism Report

In addition, certificates (Certificate for Exclusion of Self-Published Work) and Co-authors' Certificate for Inclusion of Published Works in Thesis/ Dissertation shall be submitted, if applicable.