



Your Degree, Your Responsibilities: Academic Integrity and Professionalism

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Why this Session? Why Now?

- Educate
- Prevent
- Dispel Myths / Horror Stories



Learning Outcomes

Learning Outcomes describe the essential learning for an activity, course or programme i.e. the standard a student must achieve to pass.

Learning outcomes can include:

- What you should know and understand
- Research
- Professional practice
- Working with others
- Communication

Find the Learning Outcomes for your programme and courses on Student Self Service



Assessments

All courses have
assessments

Why? Check learning
outcomes, part of
learning process,
demonstrate learning

Forms of assessment:
exam, coursework,
essay, lab report, group
work, presentation,
project/dissertation

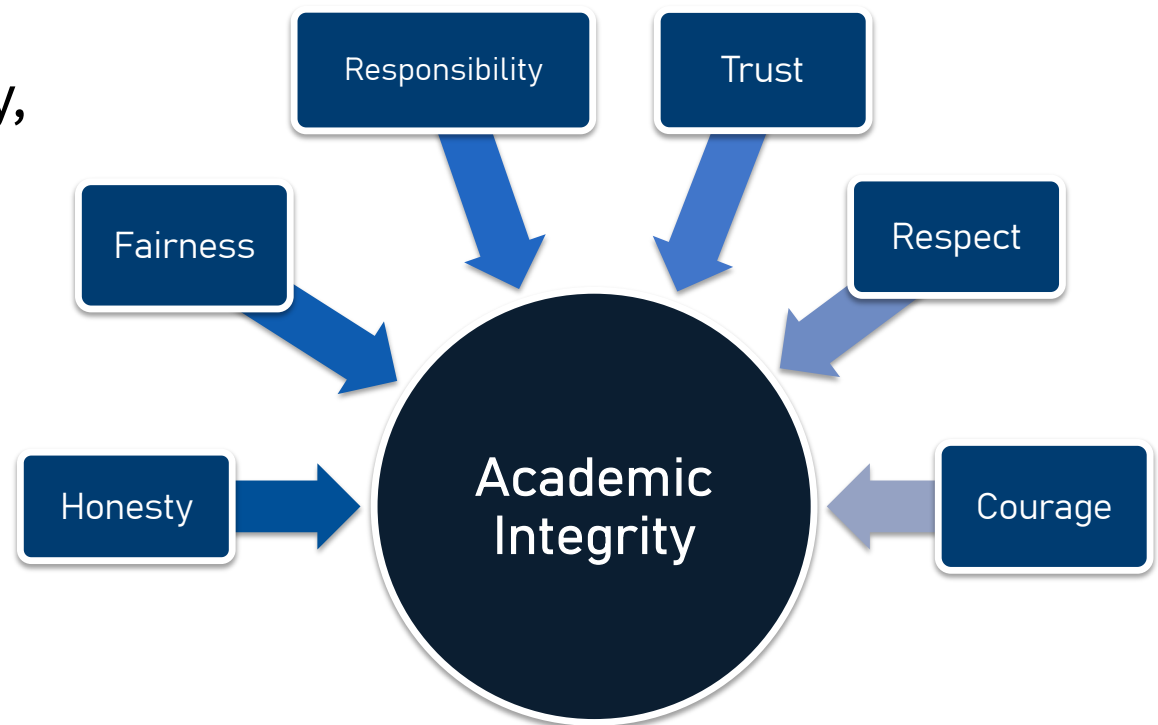
Assessment is not
optional

Any obstacles to
learning or assessment
– tell your personal
tutor and seek help

Success in
assessments depends
on Academic Integrity

What Is Academic Integrity?

- It is a commitment, even in the face of adversity, to six fundamental values: honesty, trust, fairness, respect, responsibility, and courage.
- From these values flow principles of behaviour that enable academic communities to translate ideals to action’
 - (International Centre for Academic Integrity, ICAI)



Types of academic dishonesty

Plagiarism



Copying someone else's work and passing it off as your own

Cheating



Using unauthorized sources/devices to help you achieve a better outcome

Contract cheating



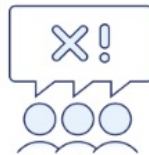
Paying or bribing someone to help you cheat

Facilitation



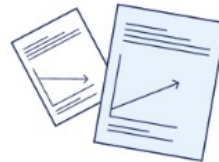
Helping others to cheat

Collusion



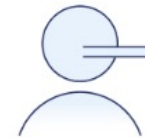
Working together with others to cheat

Data fabrication



Misrepresenting the results of your study

Deceit



Lying or falsifying information



Plagiarism and Academic Misconduct

Examples

Plagiarism: taking the ideas, writings or inventions of another person and using these as if they were one's own without acknowledgement as required for your subject/programme, whether intentionally or not.

Using **unauthorised notes or material in exams.**

Collusion: unauthorised collaboration between students to produce assessed work (in full or in part) that should be completed by a single student.

Contact Cheating: buying or soliciting assignment answers.

Falsifying research data.

Using unauthorised software.

Misrepresenting someone else's argument or research.

Falsifying references: using AI tools to invent references in your work

Plagiarism

- The presentation by a student of work for assessment which is not their own
 - Taken from someone else
 - Generated by a tool, e.g., ChatGPT, copilot, etc.
- Does not have to be the entire work to be considered as plagiarism
- “Any student who knowingly **permits another student to plagiarise** their own work will be regarded as having breached the University's disciplinary procedures”
- Disciplinary Guidelines, p. 9/49



Self-Plagiarism

- “2.6 ... Self-plagiarism, which is when a student **resubmits** work that they **originally completed and submitted for another purpose**, without acknowledgment of this, is regarded as academic misconduct (unless resubmission was permitted)”
- Disciplinary Guidelines, p. 9/49



Collusion

- “2.11 ... (f) Collusion: where a student undertakes work with or for others, without acknowledgement ...”
 - Disciplinary Guidelines, p. 9/49
- Particularly dangerous when doing a group project
- Check out this youtube video for more info
https://www.youtube.com/watch?v=mKjGD_RYyc0



Turnitin

- A lot of your submissions will be through this on Canvas.
- Turnitin provides similarity scores for your submissions + identifies the sources from which text was taken (internally and externally)
- One of the best tools to catch plagiarism and collusion.
- But we still can catch things that Turnitin misses!
 - Remember your assessments are also read by very experienced humans...



Turnitin Example

1. **Static routing:** when the router uses a manually-configured route (direction and destination).

Advantages	Disadvantages
• Easy to implement in a small network. • Very secure • It is very predictable, as the route to the destination is always the same. • No routing algorithm or update mechanisms are required. Therefore, extra resources (CPU and memory) are not required.	• They are not easy to implement in a large network. • Managing the static configurations can become time consuming. • If a link fails, a static route cannot reroute traffic

- ❖ Learned how to do static routing (E.g. 'ip route 10.0.0.0 255.255.0.0 10.0.0.1' in conf t)
- ❖ Learned Show IP route command to see the current routing table of the router.

2. **Dynamic Routing:** a networking technique that provides optimal data routing. Unlike static routing, dynamic routing enables routers to select paths according to real-time logical network layout changes.

Advantages	Disadvantages
• Suitable in all topologies where multiple routers are required. • Generally independent of the network size. • Automatically adapts topology to reroute traffic if possible	• Can be more complex to initially implement. • Less secure due to the broadcast and multicast routing updates. Additional configuration settings such as passive interfaces and routing protocol

Word Count: 1233

Text-only Report

High Resolution

On



Match Overview

61%

1	Submitted to Heriot-Wa... Student Paper	17%	>
2	Submitted to Bury Coll... Student Paper	6%	>
3	Submitted to Bedford C... Student Paper	6%	>
4	Submitted to Info Myan... Student Paper	6%	>
5	Submitted to Softwaric... Student Paper	5%	>
6	www.ciscopress.com Internet Source	4%	>
7	Submitted to CTI Educ... Student Paper	4%	>
8	www.buzzle.com Internet Source	2%	>
9	www.slideshare.net Internet Source	2%	>

Similarity Scores

- Note that you might have a similarity score $<10\%$ and still be reported for plagiarism
 - E.g. one paragraph of 3 lines copied verbatim
- No thumb rule for which similarity score is flagged as being of concern!
 - Oh, but I had $<20\%$ so I should be fine!
- Some courses might allow you to
 - See your similarity report as you submit your work
 - AND/OR
 - Submit your work many times
- Alternatively, you might have access to that report only after the deadline, or never.
- Do not rely on Turnitin scores (or what other students may have told you).

Other Forms of Academic Misconduct

- Buying your work – yes, these services exist!
 - Do NOT use them.
 - No honour amongst thieves' instances!!
- Contract Cheating
- Deceit
- Falsifying Data – including references!

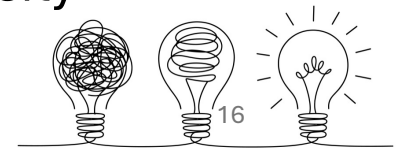


Non-academic Misconduct

- Subdivided into Major or Minor offences based on the apparent gravity of the offence and the penalty that could be imposed if an allegation is substantiated.
- Internal – Bullying / Harassment / Misuse of IT / Falsifying results... (not exhaustive)
- External – anything which may be seen to bring into disrepute the reputation of the University.

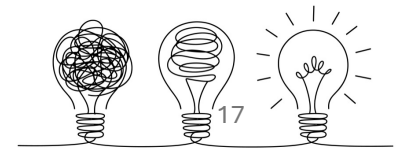
What happens in Misconduct Cases in MACS

- Two Categories of Academic Misconduct
- Category B
 - Usually first-time offender, not in dissertation, etc.
- Category A:
 - Repeat of previous offence
 - For UG, the penalty imposed can alter the award
 - E.g., plagiarism in your honours report
 - For PG, the penalty imposed can result in the student not able to complete their programme
 - The penalty might require a student to withdraw from the university



The Process

- You will receive an incident report form with evidence + an invitation to submit a statement
 - Potentially followed by an invite to attend a hearing
- No mark will be awarded for any piece of work under investigation.
- Will delay your graduation if you are in final year.
- May delay visa processes.



Penalties

- Depend on how serious the offence is:
 - Voiding a component / course / possibly also another course (for Category B)
 - Exclusion, suspension or disqualification from examinations (for Category A or Category B)
 - Suspension from attendance on a programme of study for a stipulated period (Category A)
 - Revocation of an award (Category A)
 - Expulsion from the University (Category A)



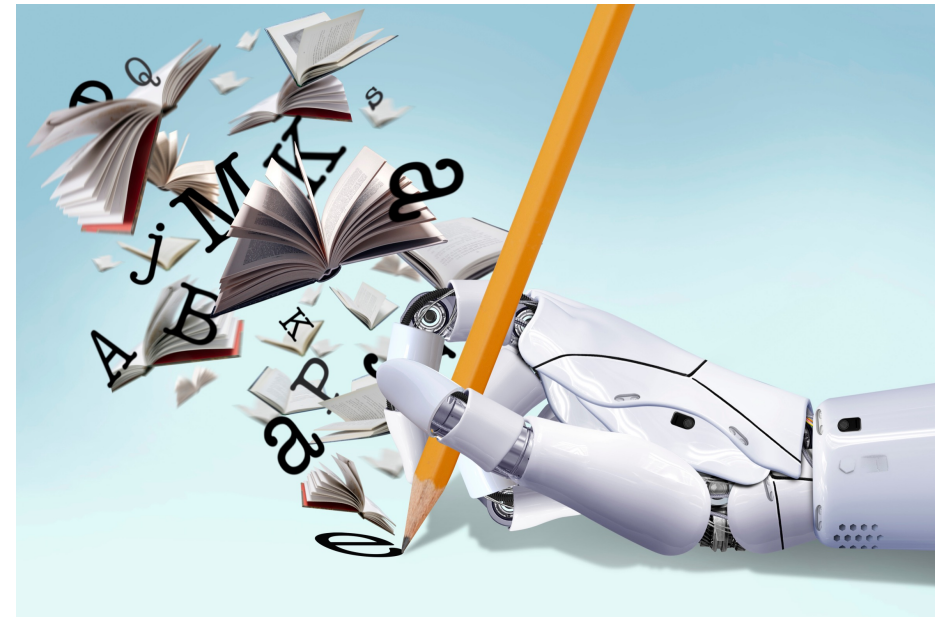
Citing and Referencing

- Reports may involve:
 - Your own finding: “Our study found that 80% of ...”
 - Common knowledge: “China is in Asia”
- An information that comes from someone else
 - MUST CITE THE SOURCE!
- Your Sources must be valid
- Remember AI can, hallucinate / lie!



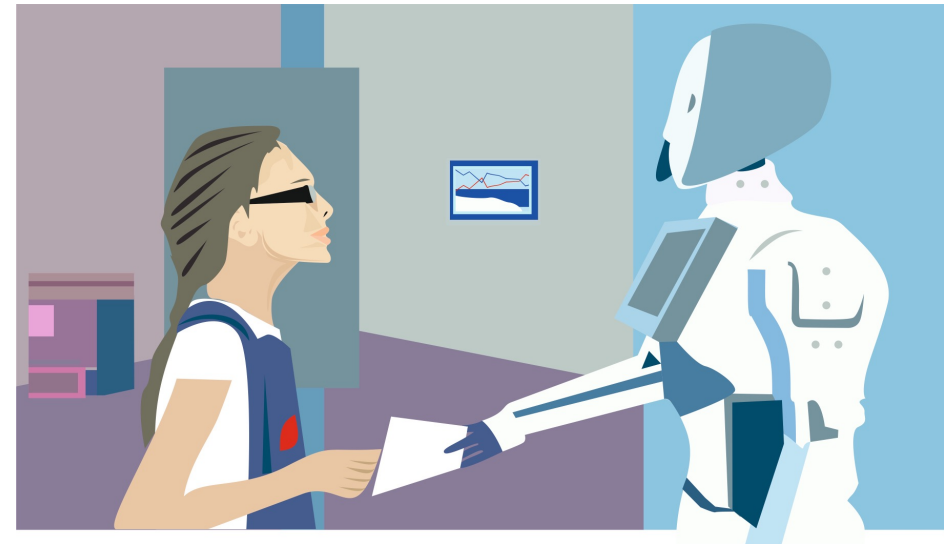
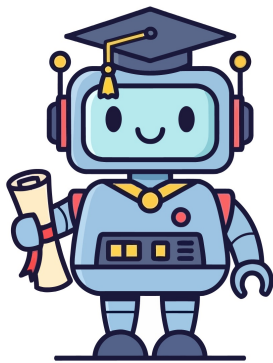
Paraphrasing

- Even if you are using a paraphrased/ reworded version of the original quote you still need to cite
 - If in doubt at ALL, Cite it!
- Also need to cite if you have taken information and reused it in a completely different form
- **Your writing is your own words, but the original idea is not yours**
- Do NOT use online tools for that generate new text.
 - The text is not yours anymore!
 - Even if you only used them to “make it look professional”.



Generative Artificial Intelligence (GenAI) Tools

- Where do we start...?
- ChatGPT, Copilot, Gemini, Claude, to name but a few!
- If you use an AI content tool to draft / write your assessment, then the assessment would not be your own work!
 - Where is your learning in this?

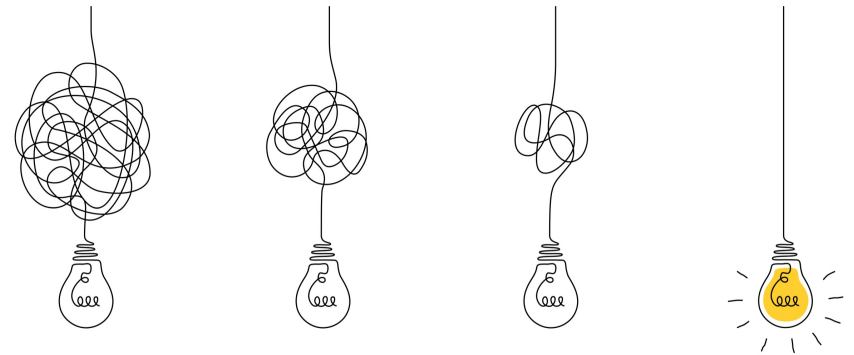


If Explicitly Authorised to use GenAI Tools

- Check their T&Cs – will they take your data?
- Can suggest incorrect, illogical and / or biased answers / Falsify references!
- Clearly identify any work in an assessment which is not your own work – check assignment specs!
- Citing – check how you are asked to present!
- You can only use the tool (and only the version of the tool) that you are authorized to.
- Avoid over-relying to GenAI, if you are authorised to use it.



Always remember...



- Acknowledge your sources by citing and referencing them
- No Magic Number! Do not Falsify to get to a target!
- Note that even if you get away from plagiarism while heavily citing one particular source, chances are you will still be penalised in the marking for lack of diversity / your work.
- Verbatim copy-paste should be quoted + cite the source.
 - Do not over-use quotes as the work may no longer meets learning outcomes. It may not be academic misconduct, but you may be penalised.
 - More than two lines looks bad
 - Don't abuse it!
- **“Sharing is caring” does not apply here!**
- Using content generated by Generative Artificial Intelligence Tools is academically dishonest unless explicitly authorised

Exams

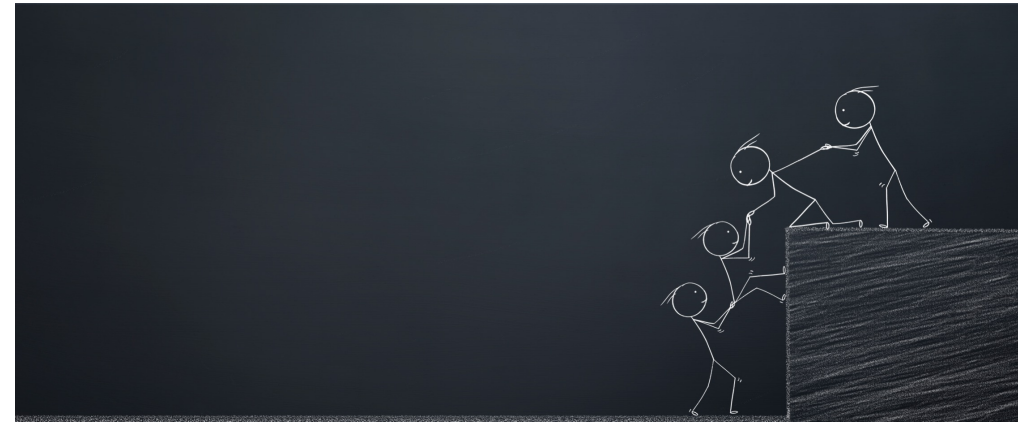
- Follow the exam regulations.
- No phones, smartwatches, smart glasses, any other device is allowed.
- Invigilators will tell you what to do if MFA is required.
- Using an unauthorised device during an exam is very serious.
 - Especially if exam material are communicated outside.



Where to get Help!



- We understand university life can be stressful.
- Also, life happens.
- Points of contact to discuss things:
 - Course Lecturer
 - Academic Skills / Library
 - Advice Hub
 - Student Union
 - Student Wellbeing!! (Very important)
- Don't be tempted by misconduct if you are in a vulnerable situation!
- We have processes – MC / TSS
 - <https://www.hw.ac.uk/students/manage-your-studies/examinations-and-assessment/mitigating-circumstances>



Any Questions?

- **The University site on all things Discipline.**
 - <https://www.hw.ac.uk/students/manage-your-studies/your-student-record/discipline>

