J.B.INSTITUTE OF ENGINEERING AND TECHNOLOGY

(UGC AUTONOMOUS)

Accredited by NAAC, Approved by AICTE & Permanently affiliated to JNTUH

Code of Ethics for Plagiarism Policy

Code of Ethics for Plagiarism

Preamble:

Ethics and honesty are the two most important components of the academic activities (be it teaching or research). Teaching & research is a novel profession based on extremely high moral values. There cannot be any room for claiming the credit for the work he/she has not undertaken. Many times it is observed that some of the "academicians" knowingly or unknowingly publish or present other's work as their own. Such acts will affect healthy academic atmosphere in the institute which will also harm the reputation of the institute as well as the individual.

It is therefore important for an academic institute like J.B.Institute of Engineering and Technology to have in place a policy on plagiarism to avoid such type of acts.

1. Definition of Plagiarism:

Plagiarism is defined as presenting another person's work as one's own work. Presentation includes copying or reproducing it without the acknowledgement of the source. Plagiarism involves copying of phrases, clauses, sentences, paragraphs or longer extracts from published or unpublished work (including from the Internet) that exceeds the

boundaries of the legitimate cooperation without acknowledgement of the source. Plagiarism could be intentional (dishonest plagiarism) or non-intentional (negligent plagiarism).

2.   Objective

a.   To create academic awareness about responsible conduct of research, study, project, assignment, thesis, dissertation, promotion of academic integrity- and prevention of misconduct including plagiarism in academic writing among students, researchers, faculty and other members of academic staff as well as any employee of the institute.

b.   To establish institutional mechanism through education and training to facilitate responsible conduct of research, study, project work, assignment, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.

c.   To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty or staff committing the act of plagiarism.

3.   Detection of Plagiarism

It is the prime responsibility of an institute or individual to distinguish original content from plagiarized work. The detection of

plagiarism is a judgment to be made by a person who understands the subject and who is also aware of the definition of plagiarism. Such person should also be aware of the tools available to detect the plagiarism.

Our Institute will use the best tools / software to detect plagiarism. It is of an at-most important for an academic institute to educate its student and teaching community about what constitutes plagiarism, how it is detected and of course the action that is going to follow if plagiarism is proved.

4.   Procedure for handling alleged Plagiarism

a. Procedural Fairness :

The Institution is committed to deal with alleged plagiarism in accordance with the principles of procedural fairness, including the right to:

- Be informed of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond.
- Have a reasonable period of time within which to respond to the allegations against them.
- Have the matter resolved in a timely manner.
- Impartiality in any investigation process.
- An absence of bias in any decision making.

b. Identification and Assessment of Alleged Plagiarism :

Where an examiner detects or is made aware of alleged plagiarism by any person, the examiner must report the alleged plagiarism to an empowered body which confirms first if there is a plagiarism or not; if it is, then whether it is negligent or dishonest type and what is the degree of plagiarism. This empowered body will then submit its report along with its recommendation to statutory bodies which are empowered to take disciplinary actions. The severity of plagiarism can be of categorised as Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

Similarities up to 10% - excluded

Level 1: Similarities above 10 to 40%

Level 2: Similarities above 40 to 60 %

Level 3: Similarities above 60%

c. Counseling:

As the detection of plagiarism and steps to prevent it are important, equally important is to educate students about the dangers of plagiarism. Institution needs to take steps to strengthen the moral of students so that they do not take support of the unfair-means.

5.Guidelines for Action:

The Institution will form a committee of about 5 experts who will establish whether there is a plagiarism or not, if it is then what is the level. This committee will have a Head of the Department or the Principal as an ex-officio member. This committee will submit its report to the Academic Council for a final decision in this regard.

The committee of experts will use the best possible software's provided by UGC or National Knowledge Commission for detecting the plagiarism.

Depending on the severity of crime the punishment could be:

- **Fine or warning.**
- **Rustication for limited period or permanent**
- **Withdrawal of degree**

Teaching and Research is a novel profession based on moral values. Ethics and honesty are very important components of teaching and research. Presenting others work as their own is not healthy practice. It may distress on the reputation of the institute. The Research& Development Committee of the college motivates faculty members and students to take up innovative and creative projects, participation at national and international level competitions and publishing research work in the form of journals or books. In practice, due care is taken in terms of

code of ethics and plagiarism. All Students and staff must follow the code of ethics:

Rules for the promotion of Academic Integrity and Prevention of Plagiarism

i.Students enrolled in academic program must follow the code the ethics. Violation of code of ethics includes submission of item of academic work that has previous been submitted without fair citation of the original work or authorization by the faculty member supervising the work.

ii.It is responsibility of a faculty of the institute to distinguish original content from plagiarized work. The detection of the plagiarism is a judgement to be made by a person who understands the subject and who is also aware of the definition of plagiarism. Such person would also be aware of the tools available to detect the plagiarism.

iii.Every student of the college submitting project report/ research paper in B.Tech or M.Tech thesis is required to submit an undertaking by stating that the report or the document that has been prepared by him/her is the original work and is free from plagiarism. There must also a statement in the undertaking that the report has been checked through a plagiarism tool. A plagiarism report must be included in the project report.

iv.A certificate must be submitted by all the guides or project supervisors indicating that the work done by the student under him/her is free of plagiarism.

v.If anyone detects that a case of plagiarism has happened in any document, he/she shall report the matter to the Principal and the complaint will be referred to the College authorities to take appropriate action.

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Code of Ethics: Plagiarism

Plagiarism is a Cognizable Offence.

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The core work carried out by the student, faculty, staff and researcher shall be based on original ideas and shall be covered by Zero Tolerance Policy on Plagiarism.

The core work shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations.

Every submission related with research will be accompanied by an undertaking by the researcher indicating that the document is his/ her original work and free of any plagiarism and contain a bibliographic reference of the copied part.

Follow Good Research Practices.

Principal