

Guidance to Accompany the Code of Practice on Academic Integrity

Procedures for Plagiarism Investigations (Plagiarism, Examination Irregularity, or Class Test Irregularity) *(Section 8 of the Code of Practice)*

Group Work and Collusion Investigation

- 1. Where an allegation of plagiarism involves group-based work or study, or involves suspected collusion (in work that may or may not be group-based work) and it is unclear where the responsibility for Assessment Irregularity lies, a meeting can be held with the Students individually, jointly or both of these options as it may be appropriate to meet with the Students individually and then follow up with a joint meeting.
- 2. Having investigated the circumstances, the AIO may be in a position to be able to differentiate between members of the group's involvement in the plagiarism and avoid the imposition of a group penalty
- 3. In cases of collusion, where a copy of a Student's work is being shown to another Student, or as part of the evidence for a suspected plagiarism, care must be taken to make such copies anonymous wherever possible.

Determining the Category of Plagiarism (Section 9 of the Code of Practice)

- 4. When considering any previous recorded instances of plagiarism, the AIO should only be considering instances which have occurred on the current level. e.g. where the student is on a PG programme of study and has undertaken an UG programme.
- 5. In plagiarism cases, the categorisation of the plagiarism will determined by the AIO using their academic judgement. Some guidance to assist with this determination is set out below:

6. Moderate Plagiarism

It is likely that cases of plagiarism at Levels I, H, M and D would normally come under at least this category and would normally include but not be limited to:

- moderate inclusion of un-attributed or incorrectly attributed copying.
- collusion



 limited self – plagiarism which may include the reproduction in part, or in full, of work which has been used for another assessment or work on the same Programme or course.

7. <u>Serious Plagiarism– Academic Misconduct</u>

This category includes but is not limited to:

- fabrication or misrepresentation
- commissioning/buying assessments
- reasonably extensive quantities of un-attributed or incorrectly attributed copying
- collusion
- repeated Moderate Plagiarism.
- plagiarism within the research element of a research Programme or a taught Programme, unless the extent was considered to be minimal
- submitting work which has in full or in part been obtained by fraud or deceit.
- submitting work that has in full or in part been commissioned.