

PLAGIARISM

Plagiarism in a University examination is the use of unfair means and a breach of discipline. Sanctions can include expulsion from membership of the University and loss or suspension of degree.

The General Board, with the agreement of the Examination and Assessment Committee and the Board of Graduate Studies, has issued guidance for Candidates, Examiners, and Supervisors. See: <https://www.plagiarism.admin.cam.ac.uk/what-plagiarism/universitys-definition-plagiarism> It may be supplemented by course-specific guidance from Faculties and Departments. Plagiarism will be investigated and disciplinary action may follow.

1. 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, and as such is the use of unfair means. Plagiarism applies to all types of sources and media.
2. Plagiarism involves copying another person's language, and/or their ideas, as if they are a candidate's own. Copying can occur by quoting verbatim, paraphrasing, cutting and pasting from the Internet, or submitting someone else's work as part of the candidate's own (including buying or commissioning work via professional agencies), without due acknowledgement.
3. Collusion with others (except where permitted for joint project work), duplication or self-plagiarism, i.e. submitting work which the candidate has previously submitted for another examination, and reproducing someone else's work without acknowledgement are all forms of plagiarism. A student who (other than in compliance with any relevant departmental guidelines about team working) shares their work for another student to copy or draw upon in material to be examined may be charged with assisting another candidate to make use of unfair means.
4. Acceptable means of acknowledging the work of others (by use of quotation marks, referencing, in footnotes, or otherwise) vary according to the subject-matter and mode of assessment. Faculties and departments issue written guidance on the relevant scholarly conventions for submitted work, and also make it clear to candidates what level of acknowledgement might be expected in written examinations. Candidates are expected to familiarize themselves with this guidance at the earliest opportunity, and to follow it in all work submitted for assessment. If a candidate has any outstanding queries, clarification should be sought from her or his Director of Studies, Course Director or Supervisor as appropriate.
5. The guiding principle is that the Examiners must be in no doubt as to which parts of the submitted work are the candidate's own original work and which parts are the work of others, or work produced in collaboration with others.
6. Examiners will only mark original work, so failure to conform to the expected standards of scholarship (e.g. by not referencing sources properly) may affect the mark given.

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