

G.H. RAISONI COLLEGE OF ARTS, COMMERCE & SCIENCE

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CRITERIA 3.3.1

The institutions have a stated code of ethics to check malpractices and plagiarism in Research.

Code of Ethics to Check Malpractices and Plagiarism in Research (refer to https://www.ugc.ac.in/pdfnews/7771545_academic-integrity-Regulation2018.pdf)

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 scope for claiming the credit for the work he/she has not undertaken. Such acts will affect healthy academic environment in the institute which will also harm the reputation of the institute as well as the individual.

What do you mean by Plagiarism?

Plagiarism means stealing ideas and words of others as one's own without crediting the source.

Plagiarism involves copying of phrases, clauses, sentences, paragraphs or longer extracts from published or unpublished work that exceeds the boundaries of the legitimate cooperation without acknowledgement of the source.

Types of Plagiarism

Plagiarism could be of two types

a) Negligent OR unintentional plagiarism: It means innocently or carelessly presenting another person's work as one's own without acknowledging the Source.

b) Dishonest OR intentional plagiarism: It means knowingly and deliberately presenting another

person's work as one's own work without acknowledging the Source.

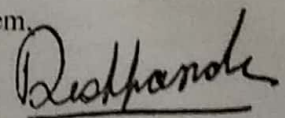
Research Misconduct:

Research misconduct means Fabrication, Falsification, or Plagiarism (FFP) in proposing, performing, or reviewing research, or in reporting research results.

(a) Fabrication is making up data or results and recording or reporting them.



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(b) Falsification is manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.

(c) Plagiarism is the appropriation of another person's ideas, processes, results, or words without giving appropriate credit.

Means to avoid Plagiarism

Plagiarism could be avoided by paraphrasing, citing, quoting and referencing the original work.

There are five basic rules regarding the use of information in professional and in academic writing:

1. If you use the language of your source, you must quote it exactly; enclose it in quotation marks, and cite the source.
2. If you use ideas or information that is not common knowledge, you must cite the source.
3. If you didn't invent it, cite the source.
4. Unless your professor explicitly tells you to paraphrase, don't paraphrase.
5. When in doubt, cite the source. Doing so can only enhance your readers sense of your honesty.

There is varying degree of plagiarism warranting different consequences and corrective actions, listed below from most to least serious:

1. Verbatim or nearly copying or translating a full paper(s) or the verbatim or nearly copying or translation of a significant portion(s) of another paper(s).
2. Disclosing unpublished data or findings without permission, even if attributed.
3. Unaccredited verbatim copying pages or paragraphs from another paper(s).
4. Credited verbatim copying or translation of a major portion of a paper without clear definition (e.g. quotes or indents)



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The following will be considered for identifying plagiarism-

1. Invalid Source
2. Secondary Source
3. Duplication
4. Paraphrasing
5. Repetitive Research
6. Replication
7. Misleading Attribution
8. Unethical Collaboration
9. Verbatim plagiarism
10. Complete plagiarism

Possible types of Ethical violations are checked out:

Conflict of Interest: Any action that may result in conflict of interest must be fully disclosed. When objectivity and effectiveness cannot be maintained, the activity should be avoided or discontinued.

Disputes about authorship: Proper authorship representation is generally a matter for involved parties to resolve.

Duplicate submission: Duplicate submissions abuses the resources of all affected journals, including the valuable time of editors, reviewers and staff and is unprofessional and unacceptable.

Misrepresentation of data or results: Any incidence of misrepresentation to be an extremely serious breach of professional conduct, with potentially severe ethical and legal consequences.



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Publications Ethics committee: The Publications Ethics committee is responsible for developing and monitoring policies and guidelines related to publishing ethics, in matters pertaining to possible violators and assisting with investigations of alleged violations. The degree of corrective action will be commensurate with the degree of plagiarism.

Disciplinary Action:

The Publications Ethics committee which comprises of three members has been established, which takes care of the issues and complaints regarding the plagiarism and submits the report after thorough investigation and recommends the disciplinary action to be imposed within a period of 3 weeks from date of complaint.

Members of Publications Ethics committee:

1. The Principal
2. Subject Expert1
3. Subject Expert2

Standard Operating Procedure- Standard Operating Procedure is a set of instructions which are followed by the employees and students to perform the duty properly to achieve high quality result.

Documents needed to be submitted by the researcher-

1. Plagiarism report by any of plagiarism software (maximum 20%)
2. No objection certificate from co-author.
3. Copyright form from author.

Online plagiarism software available:

1. Viper <https://www.scanmyessay.com/>
2. Cross check Plagiarism Checker (<https://www.plagiarismsoftware.net/>)
3. Quetext (<https://www.quetext.com/>
4. Edubirdie (<https://edubirdie.com/plagiarism-checker>)
5. Smallseotools - (<https://smallseotools.com/>)

UGC has announced that Anti-Plagiarism software will be provided by them shortly to all the educational institutions.



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