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1 Objective

The objectives of this Policy are to:

- Ensure the University undertakes to provide a secure, supportive yet challenging environment for teaching and learning and research supervision - an environment in which students will be stimulated to reach a high level of intellectual attainment.
- Ensure the University is committed to high standards of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers.

2 Scope

This policy applies to:

- students;
- academic staff; and
- professional staff.

3 Policy Provisions

3.1 Statement on Plagiarism and Academic Integrity

Plagiarism is a form of cheating. It is taking and using someone else's thoughts, writings or inventions and representing them as your own; for example, using an author's words without putting them in quotation marks and citing the source, using an author’s ideas without proper acknowledgment and citation, copying another student's work.

The intentional copying of someone else’s work as one’s own is a serious offence punishable by penalties that may range from a fine or deduction/cancellation of marks and, in the most serious of cases, to exclusion from a unit, a course or the University. Details of penalties that can be imposed are available in Ordinance No 9 - Student Discipline – Part 3 Academic Misconduct available on the University Council website.

If students have any doubts about how to refer to the work of others in their assignments, they will be encouraged to consult their lecturer or tutor for relevant referencing guidelines, and directed to resources on the Academic Integrity website.

The University, and any persons authorised by the University may submit assessable works to a text matching system, such as Turnitin, to obtain a report on possible instances of plagiarism.

Assessable works may be included in a reference database. It is a condition of this arrangement that the original author’s permission is required before a work within the database can be viewed.
Students are required to submit a signed cover sheet with every assignment or submit the assignment through a UTAS-authorised system such as MyLO or UTAS email. This declares that all material submitted is the student’s own work except where there is clear acknowledgement or reference to the work of others and that they have read the University Statement on Plagiarism and Academic Integrity available on the University of Tasmania website and Unit Outlines.

4 Responsibilities

The University is responsible for ensuring:

- information about plagiarism and academic integrity is accessible to students in a user-friendly form.
- that staff are fully aware of their responsibilities in relation to plagiarism and academic integrity.

Students are responsible for:

- ensuring they are aware of all University ordinances, by-laws and policies pertaining to their rights and responsibilities as students and to abide by the rules and regulations in the ordinances and by-laws. The ordinances, by-laws and policies are published on the University’s website.

5 Definitions and Acronyms

<table>
<thead>
<tr>
<th>Term/Acronym</th>
<th>Definition</th>
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<tbody>
<tr>
<td>Plagiarism</td>
<td>The stealing or passing off as one's own (the idea or words of another); use (a created production) without crediting the source; to commit literary theft; present as new and original an idea or product derived from an existing source (Webster's Third New International Dictionary of the English Language, Unabridged, p. 1728).</td>
</tr>
<tr>
<td>Turnitin</td>
<td>Turnitin is one tool available to staff and students to assist in achieving the ideals of academic integrity. Turnitin matches the written text in any electronic document submitted for comparison to all the other documents stored in its databases. Turnitin produces an originality report which allows checking for sections of text that have matched other documents residing in the Turnitin databases.</td>
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6 Supporting Documentation

- The University of Tasmania Code of Conduct for Teaching and Learning.

7 Versioning