Hi, my name is Heather Marshall and today we are going to be looking at Academic Integrity.

I'm a senior librarian at Glasgow Caledonian University and it is my role to make sure students have all they need to complete their studies.

One definition of academic integrity is that it is acting in accordance with values and principles consistent with ethical teaching, learning and scholarship.

Academic integrity is being honest, being responsible

and behaving in an ethical way.

It is not plagiarising, copying, cheating or buying assignments.

GCU has a code of student conduct - if you want to check it out go to the website and download it [www.gcu.ac.uk/gaq/complaintsstudentconduct/]

We are going to focus on plagiarism - have you heard the term before?

Let's look at some common examples.

This is one we see all the time - taking images from a website without crediting the creator.

It is really easy to fix - just include the creators name and give a reference for where you found it.

Remember the quote I used to introduce the presentation?

It's loosely defined as acting in accordance with values and principles...

well I copied that from a book.

By not giving the full reference it looks like I am saying this is something I have written myself.

Because it is quite different from how I speak and how I write if I handed that in as a piece of work

my lecturer would know, potentially, that this is someone else's sentence.

Just like the picture it is very easy to fix I have given the author's name and year of publication in the text and given the full reference at the end.

The next example is common as well.

Swapping out some words for other words in a paragraph and hoping the lecturer doesn't notice.

Take a minute to read the example on screen - pause it if you need to.

Even though some words have been changed - it is still too similar to the original.

It doesn't give your thoughts - it only gives the original author's thoughts.

It is ok to summarise someone else's work or to paraphrase it; which means putting it into your own words, but what makes it ok is that you credit the original person - so make sure that you credit the authors in the text and give a full reference at the end.

This is what it looks like when you have fixed it - author's name, published date and because I have used a quote give the page number too.

So I have taken the original thought and I have put it into my own words, this shows that I understand what the material is about.

It is very easy to accidentally plagiarise or copy something so the best way to avoid it is to keep a note of all the sources that you have used - so anything that you have taken an idea from - write it down or keep a note of it online.

Watch the video on when to cite and reference, check out the referencing guide on the library website and also keep in mind the different types of plagiarism.

Self-plagiarism - just means that if you have submitted a piece of work for another module or another qualification you cannot submit it again. Because you have already had the benefit of your lecturer marking it and giving you feedback, so it is an unfair advantage. Every piece of work you submit has to be new.

The last thing we are going to look at is submitting someone else's work as your own including copying someone else's work completely or buying essays or coursework online.

There is no justification or excuse for this and if you get caught the penalties can be serious.

If you forget a couple of references, then that is minor and you might lose marks

if you keep doing it then that builds up the penalties get bigger and bigger the more serious the offence, if you have bought an essay or copied somebody else then it could be as serious as you fail completely and you don't graduate.

So how do we know if you have copied or plagiarised? How is it checked?

Well in two main ways - the first is that your lecturer is an expert in the subject they are completely familiar with the subject area, with the topic, with the most recent writing, they set the textbooks so they are SUPER familiar with everything in their subject area.

They are also familiar with their students so if your tone suddenly changes or how you write suddenly changes they will pick that up.

The next way is a piece of software called Turnitin. Turnitin has access to databases of journal articles, books and it has access to millions of essays already submitted so it checks your work against all that and gives you score on how original your work is.

Don't be scared, and don't be afraid to ask for help.

If you need help with anything to do with the library videos please email lib-alc@gcu.ac.uk

I will be happy to help.

Thank you for listening! I hope it has been useful.