3I.1 ACADEMIC MISCONDUCT
GUIDANCE FOR RESEARCH DEGREES

ACADEMIC MISCONDUCT

i. The University's Academic Misconduct Policy and Procedure (which can be found in the University Handbook – here: http://www.buckingham.ac.uk/life/handbook sets out the policy for identifying and responding to academic misconduct. Appendix 7 sets out the University's Code of Practice for Study by Research, the principles of which provide information about good practice in research.

ii. The supervisor is responsible for providing students with guidance on the issue of plagiarism, raising student awareness about good practice in research, and informing the student of the University's academic misconduct policy and procedures, including the seriousness of plagiarism as viewed by the wider academic and professional community. The supervisor is also responsible for guiding the student on copyright and the need to obtain permission from third parties.

iii. The student is responsible for considering carefully the importance of avoiding plagiarism, and taking heed of the University's academic misconduct policy and procedures, including the seriousness of plagiarism as viewed by the wider academic and professional community and the principles of good research contained within the University's guidance in Appendix 7 in the Code of Practice for Study by Research. The student is also responsible for checking copyright issues and the need to obtain permission from third parties; signing the originality declaration on the Intention to Submit form and disclosing full particulars of all sources of information consulted and any money paid in respect of the preparation of the work.

iv. The internal and the external examiner will be provided with the outcome of any investigation or enquiry into alleged academic misconduct if this has been identified before the thesis has been released to the examining team and where a judgement of Poor Academic Practice or Academic Misconduct has been applied. However, should the internal or external examiner have any concerns about the presentation or originality of the work when assessing the thesis, the assessment process should cease and advice should be sought from the University's Central Academic Misconduct Offer in Registry.

v. TurnItIn is a service currently used by the University to check for originality and potential instances of plagiarism in student work. Postgraduate research students have the opportunity to submit their penultimate draft through Turnitin via their supervisors. The Turnitin report will be used to help identify potential instances of plagiarism or concerns over originality and will contribute to the overall assurance of academic integrity prior to formal submission to examiners. The University's resources on academic writing, referencing and plagiarism include a sample TurnItIn report, which can be found in the 'Useful Resources' section of this page: http://www.buckingham.ac.uk/life/library/authorship-plagiarism.

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vi.   The supervisor is responsible for checking the work submitted for the annual report and the draft thesis for evidence of plagiarism using Turnitin and discussing with the student any issues that arise. The supervisor is also responsible for providing a copy of the final TurnItIn report when the thesis is submitted as part of the Intention to Submit process, and signing the relevant declaration.

vii.   The University provides a number of helpful resources for students around academic writing and referencing. These can be found here: http://www.buckingham.ac.uk/life/library/authorship-plagiarism. Support and referencing workshops are also run by the Foundation and Academic Skills department.