Breach of Academic Integrity and Breach Consideration Procedures

Guidelines concerning consideration of breaches of academic integrity and the types of plagiarism have been prepared in accordance with the RTU Code of Academic Integrity approved at the meeting of RTU Senate on 29 February, 2016. The guidelines are envisioned as a reference manual for students, academic and general personnel.

Prepared by the Study Department, 2016

Analysis of the breach of academic integrity

Breaches of the principles of academic integrity can be of various extent and nature and can more or less seriously impede academic activities; they can be intentional or committed due to inexperience or lack of understanding. In order to facilitate breach consideration procedures, breaches of academic integrity are qualified as belonging to one of the following types:

- bad academic practice;
- plagiarism;
- extensive plagiarism;
- severe breach of academic integrity.

It is possible to impose various sanctions depending on the extent of the breach to make sure the sanctions are aimed at improving the quality of the study process and are proportionate and disciplinary.
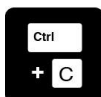
Plagiarism

Plagiarism is one of the most typical forms of breach of academic integrity.

1. Plagiarism is full or partial reproduction and appropriation of another person's work or idea, passing it for one's own creation not acknowledging the original source.
2. Incorrect usage of another person's work can be manifested both as a violation of copyright and deception of the reader, which is exposed, for example, depriving the reader of the opportunity to distinguish between the contribution of the author of the work and the contribution of the author of the source of the reference used in the work.
3. Plagiarism can be a result of willful deceit, carelessness and lack of awareness.
4. Plagiarism is considered a serious offence. The person committing plagiarism appropriates the status of the creator of a work by another author. Although this does not deprive the original author of their right for their creation, the problem is that the plagiarizer claims the same status as the original author. However, there are significant differences between them and the creative practices they employ.

5. Plagiarism may be manifested at two planes: linguistic expression and information. Both forms are considered to be a severe violation. For example, plagiarism in the form of linguistic expression is manifested in cases when the author of the work does indicate the source from which the idea has been quoted, however, this idea is not re-expressed in the author's own words and is not presented as a direct quote.
6. There are different types of plagiarism, for example, not using quotation marks when quoting some source; imitating re-expression when pasting a direct quote; not acknowledging the source used; borrowing an idea without reference to the original author. Plagiarism may be both a negligence and intentional action to gain benefits using the works of another person without proper reference.
7. Plagiarism may appear in different forms that can be detected in both texts failing to provide the reference to the original sources and the texts providing such reference. The types of plagiarism are described in the following table relating them to the types of breach of academic integrity.

Types of plagiarism classified by the type of breach of academic integrity

Definitions of the terms are given according to [5], the source also provides detailed information on the types of plagiarism.	Bad practice	Plagiarism	Extensive plagiarism	Severe breach of academic integrity
Sources are not referred to				
Clone* – the author submits the entire work produced by another person as one's own				+
CTRL-C* – the author in one's text reproduces large portions of another text (one or more paragraphs or their fragments) without alterations			+	
Mashup* – the author tries to disguise plagiarism copying fragments from numerous sources and making minor alterations in the sentence structure to integrate these fragments, however, the wording of the authentic texts is mainly preserved		+	+	
Find-Replace* – the author retains the essential content of the original source making minor alterations to the wording and changes the keys words	+	+	+	
Remix* – the author paraphrases the fragments of other author works making the content fit together seamlessly instead of producing an original text	+	+	+	

♻	*Recycle** – the author extensively uses fragments from one's own works, thus violating the originality conditions expected in the academic environment	+	+		
	Sources are referred to				
⚠	Non-findable (*404 Error**) – the author mentions the name of the author of the quote but does not provide specific source-related information (e.g., the title, publisher, etc.), therefore it is not possible to locate the reference and make sure that the referred work actually exists	+	+	+	+
⚠	Deception (*404 Error**) – the author deliberately provides inaccurate or false information on the quoted sources to make it impossible to locate the source		+	+	+
🐦	*Re-tweet** – the author provides proper citation, but the fragment of the text is not presented as a quote, if the fragment is copied or paraphrased too closely to the original wording, creating a wrong impression and claiming original presentation of the material	+	+	+	
📶	*Aggregator** – the author in one's work uses the results of analysis presented in another research, joining fragments from other works (citations and paraphrasing), also presenting the references to these fragments from other works, however, the paper contains almost no original text	+	+	+	
🚗	*Hybrid** – the author provides proper citation of some sources, but some portions of the paper contain paraphrased text from other sources without proper reference	+	+		
🗨	Unauthorized translation – the author translates the works by other authors or information presented in the Internet resources from another language with or without the references mentioned in the original, claiming oneself as the only original author of the text	+	+	+	+

Recommendations on consideration of breaches of academic integrity

In order to ensure observation of similar principles in imposing disciplinary measures in the entire RTU, the guidelines concerning different types of breach of academic integrity are formulated as follows:

- in case of bad academic practice conditioned by the lack of full understanding, it is recommended to issue a warning and promote awareness and application of good academic practice;
- in case of more significant breaches of academic integrity, a member of academic staff (instructor) should complete a statement on the breach of academic integrity;
- in case of severe breach of academic integrity, it is recommended to issue a warning on exmatriculation to the student or to exmatriculate the student.

The decision is made considering each particular case individually. The table below provides examples of breaches of academic integrity and evaluation of different types of plagiarism by the type of breach.

Breaches of academic integrity and possible sanctions

	Bad academic practice (incl. unaware plagiarism)	Plagiarism	Extensive plagiarism	Severe breach of academic integrity
Examples	Failure to distinguish the portion of the text that is a direct quote from the body of one's own text (indicating the original author)	Repeated submission of one's own work	Copying large portions of text from other sources not acknowledging these sources and altering the text.	Submission of a work by another author as one's own (e.g., commissioning a work to someone else or using the work of another student)
	Compiling the work from paraphrased fragments of the works by other authors or quotations, little original text	Submitting the work by a group of authors as one's own (not indicating the co-authors)		Forgery of a signature in an examination sheet
Potential sanctions imposed on the students	To issue a warning and promote awareness and application of good academic practice	To submit a statement on the breach of academic integrity by the student	To submit a statement on the breach of academic integrity by the student	To submit a statement on the breach of academic integrity by the student – to recommend to issue the student a warning on exmatriculation or

				to exmatriculate the student

References and additional literature:

[1] Society "Akadēmiskā godīguma centrs" (Center for Academic Integrity), Akadēmiskā godīguma koncepcija, Riga, 2007. Available at: www.agc.edu.lv, accessed on 20.02.2015.

[2] Plaģiātisms, RTU Zinātniskās darbības koordinācijas un informācijas nodaļa, available at: http://www.rtu.lv/content/view/8196/2134/lang,lv/, accessed on 05.04.2016.

[3] Plagiarism.org. Plagiarism prevention site, available at: www.plagiarism.org, accessed on 05.04.2016.

[4] Tomsons, Vilnis, Plaģiātu kontrole studiju darbos, Academic Conference of Latvia University of Agriculture 30.01.2015.

[5] The Plagiarism Spectrum, White Paper. Turnitin 2015. Available at: http://pages.turnitin.com/rs/iparadigms/images/Turnitin_WhitePaper_PlagiarismSpectrum.pdf, accessed on 05.04.2016.