HOW TO MANAGE PLAGIARISM

MARKER ENCOUNTERS

Evidence of inadequate paraphrasing
  e.g. passages of text highlighted in a text matching report

Evidence of inadequate acknowledgment of sources

Evidence of copying/using creative work or artefact
  e.g. images, video, designs, music, code

Evidence of self-plagiarism

Evidence of collusion/theft
  e.g. two or more students submit similar work

Evidence of fraud and/or intention to cheat
  e.g. contracted someone else to do the work

1. STOP THE MARKING PROCESS
2. REFER TO THE UNIT COORDINATOR

Does the incident involve a 'New to Curtin' student?

YES

Is there another opportunity within the unit for the student to demonstrate acquisition of the necessary academic integrity skills (e.g. acknowledgement of sources, paraphrasing)?

YES

Advise students of available educational support. Consider providing an opportunity to correct the plagiarism and resubmit.

OR

NO

NO

Does the incident involve a 'New to Curtin' student?

YES

NO

Follow the Management of Level I Plagiarism procedure

Follow the Academic Misconduct-Plagiarism process (refer to Managing Student Misconduct: Explanatory Guide for Staff)

REFER TO AUTHORISED OFFICER

http://academicintegrity.curtin.edu.au/staff/policy/Process_staff.cfm

* New-to-Curtin student

A student enrolled in any pre-Bachelor, undergraduate or postgraduate course who has not yet successfully completed the designated unit (or appropriate alternative) within the course, in which information and instruction about academic integrity is provided, and:

- has completed less than 50 credit points of study at Curtin; or
- has less than 50 credit points of study on their record; or
- has been enrolled in less than two study periods at Curtin.

A student enrolled in a Higher Degree by Research degree prior to the submission of their candidacy document.