

## Assessment Irregularities including Plagiarism: Common Awards

Assessment irregularities are disciplinary major offences which will be dealt with in accordance with Durham University's General Regulation IV. Assessment irregularities take various forms including plagiarism, multiple submission, collusion, impersonation, cheating, use of inadmissible material, and facilitation, as outlined below:

<b>Plagiarism</b>	unacknowledged use, including quotation and close paraphrasing of another's writing and ideas, amounting to the presentation of the other's writings or thoughts as one's own. 'Another' includes both directly human sources and those heavily facilitated by technology, e.g., generative AI. This includes using material which is available on the internet, and in any other electronic form, and 'contract cheating' i.e. obtaining an essay from an essay writing site, or equivalent source, and submitting it for marking, as if it were your own work. The use of generative AI without due acknowledgement constitutes plagiarism
<b>Multiple submission</b>	the inappropriate submission of the same or substantially the same work of one's own for summative assessment, in connection with an academic award.
<b>Collusion</b>	working with one or more other student(s) to produce work which each student then presents as their own in a situation in which this is inappropriate or not permitted and/or without acknowledging the collaboration of the other student(s). <b>Please note – an allegation of collusion is always made against two or more students.</b> The submission by one student of another student's work as if it were their own (without the other student's knowledge) constitutes plagiarism rather than collusion.
<b>Impersonation</b>	presenting work on behalf of someone else as if it were the work of the other individual.
<b>Cheating</b>	using any inappropriate or unauthorised means to achieve credit for a piece of coursework or an examination answer.
<b>Use of inadmissible material</b>	using material which is not permitted to achieve credit for a piece of coursework or an examination answer.
<b>Facilitation</b>	it is also an offence for a student to provide work such as essays to facilitate plagiarism, for example, by placing work on a website.
<b>Inappropriate use of generative Artificial Intelligence</b>	<p>Inappropriate use includes not acknowledging the use of generative AI appropriately when used in your work, and/or failing to follow particular guidance provided by CTF whether guidance in relation to the use of AI for a particular assignment or for assignments in general (see also Plagiarism above).</p> <p>Inappropriate use also includes, but is not limited to, tasking a generative AI tool: to write all or part of an essay, including to rephrase/reword paragraphs and/or sentences; or to provide quotations, ideas, sources or other research material. Inappropriate use might also include tasking generative AI to provide a structure for a paragraph; provide an outline for an argument; suggest counter-arguments etc.</p>

All students are requested to watch the CTF study skills session on plagiarism:  
<https://www.youtube.com/watch?v=h8TuxqkVit0> and consult the information available on Hedwig:  
<https://hedwig.theofed.cam.ac.uk/course/view.php?id=307#section-4>

All assessment irregularities in work from Common Awards students will be dealt with in accordance with the University of Durham's policy which can be found at  
<https://www.durham.ac.uk/departments/academic/common-awards/policies-processes/assessment/academic-misconduct/>

Once an examiner has reported an assessment irregularity, the Chair of the Board of Examiners (or deputy) will decide how to proceed, taking into account the level of study, any previous occurrences and the nature/extent of the irregularity. Minor infringements (typically one sentence that is barely relevant to argument; one or two obviously missing references for e.g. dictionary definitions or statements of fact) may be responded to in marking feedback only. Other irregularities may be dealt with in a tutorial support interview, if this is the first such instance, the assessment is at level 4 or level 5, and the irregularity is relatively minor. Recommendations are likely to include consulting the resources on Hedwig in discussion with a tutor. For more serious or repeated infringements, a Panel will be convened. The potential outcomes of the panel can be found on Durham's policy linked above.

Any student work may be uploaded to a plagiarism detection system to check for possible academic offences. All students are therefore required to sign a declaration at registration / when submitting assessed work authorising the uploading of their work onto such systems.

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