



BLDE

(DEEMED TO BE UNIVERSITY)

Declared as Deemed to be University u/s 3 of UGC Act, 1956
The Constituent College

SHRI B. M. PATIL MEDICAL COLLEGE, HOSPITAL AND RESEARCH CENTRE

BLDE(DU)/REG/PP/2018-2019/2510

March 30, 2019

NOTIFICATION

The academic and research work done leading to the partial fulfillment for the award of degree at Masters and Research level, by a student or a faculty or a researchers or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Higher Educational Institutions (HEIs).

As per the UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations 2018, on recommendations of 27th Academic Council meeting held on 13th October, 2018 and on approval of the Hon'ble Vice-Chancellor vide order no. 1295 dated. 7th January, 2019 the Plagiarism Policy has been notified and implemented from the Academic Year 2019-20.

All the concerned Heads has to follow these policies for the entire academic and research related works

REGISTRAR
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BLDE (Deemed to be University)
Vijayapura-586103. Karnataka

Copy to:

- The Dean, Faculty of Medicine and Principal
- The Vice Principal
- The Controller of Examinations
- The Chairperson, Ph. D. Committee
- The Dean, R & D
- The Dean, Student Affairs
- The Prof. & HOD, Pre, Para and Clinical Departments
- The Senior Librarian
- The Co-ordinator, IQAC
- The Co-ordinator, Dept. of Medical Education
- The Member Secretary, Ph. D. Committee
- PS to the Hon'ble Vice-Chancellor

Smt. Bangaramma Sajjan Campus, B. M. Patil Road (Sholapur Road), Vijayapura - 586103, Karnataka, India.

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**BLDE
(DEEMED TO BE UNIVERSITY)**

PLAGIARISM POLICY

PREAMBLE:

- (a) BLDE (Deemed to be University) follows high standard of moral & ethical values in its academic pursuits. Original research work in consonance with values of University national and international guidelines adds to the credibility of the university. Similarly, the research output should be original research work in consonance with the values of University, National & International Guidelines. Being a health University, majority of research works is related to humans. This necessitates the need for stringent quality check. In the era of availability of unlimited information digitally, plagiarism is a serious problem which quality & originality of research work. This in turn brings down the credibility of the University. Hence, the University has framed guidelines to check plagiarism, which needs to be followed by all researchers, at all stages of research.
- (b) As per the UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations 2018, on recommendation of 27th Academic Council meeting and on approval of the Hon'ble Vice-Chancellor the Plagiarism Policy has been notified as per below:

1.1 Definition

'Plagiarism' is the unacknowledged use of another person's work as one's own work. Plagiarism involves copying of Phrases, clauses, sentences, paragraphs, data, figures, photos, or longer extracts from published or unpublished work, including from internet, without acknowledgement of the source. Plagiarism is not in itself a crime, but can constitute copyright infringement. In academia and industry, it is considered as a serious ethical sin.

Sources of Definition:

1. Green, Stuart P. (2002). "Plagiarism, Norms, and the Limits of Theft Law: Some Observations on the Use of Criminal Sanctions in Enforcing Intellectual Property Rights". *Hastings Law Journal*. 54 (1). SSRN 315562
2. Wager E. Ethical publishing: The innocent author's guide to avoiding misconduct. *Menopause Int*. 2007; 13:98-102.

1.2 Objectives of Plagiarism:

- (a) To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher staff.
- (b) To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- (c) To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of HEI committing the act of plagiarism.

1.3 What constitutes plagiarism:

- (a) Quoting directly another person's language, data, illustration, tables, etc. without due acknowledgement of the source.
- (b) Copying a section of book/article/report/monograph/dissertation/thesis without proper citation.
- (c) Buying, stealing or borrowing assignments, experiments/results.
- (d) Paraphrasing the work of others without due acknowledgements.
- (e) Using ideas of someone else without crediting the originator.
- (f) Copying, cutting and pasting from the internet or online source and submitting as one's own work without giving proper reference/citation.
- (g) to present as new and original an idea or product derived from an existing source

1.4 Detection of Plagiarism:

- (a) Both, the Guide and Candidate pursuing Ph.D. / Master course shall check the plagiarism on the plagiarism checking software like Turnitin / Ithenticate / Viper / or similar type of software. He / She shall generates the 'plagiarism check report' and submit along with a soft copy of the draft thesis for the consideration of Departmental Plagiarism Committee & Ph.D. Committee of the University.
- (b) The final draft of the thesis shall be submitted along with the report generated by plagiarism checking software. The University shall verify the report & take necessary action.
- (c) Candidate shall also submit a declaration (Annexure-I) on the plagiarism report obtained from the software.
- (d) Candidate shall also submit an affidavit (Annexure -II) for plagiarism free and original PhD/MD/MS/Faculty research work.
- (e) The exclusion, at the time of performing the check, should be limited to the following:
 - (i) Quotes
 - (ii) Bibliography
 - (iii) Phrases
 - (iv) Small matches upto 10 words
 - (v) Small similarity less than 1%
 - (vi) Mathematical Formula



(vii) Name of Institutions, Departments etc.

1.5 Similarity checks for exclusion from Plagiarism:

The similarity checks for plagiarism shall exclude the following:

- i. All quoted work reproduced with all necessary permission and/or attribution.
- ii. All references, bibliography, table of content, preface and acknowledgements.
- iii. All generic terms, laws, standard symbols and standards equations.

Note: The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms to fourteen (14) consecutive words.

1.6 Institution Academic Integrity Panel and Departmental Academic Integrity Panel:

The Institution has constituted the Institution Academic Integrity Panel with one external expert outside the Institution and Departmental Academic Integrity Panel with outside department within the Institution.

1.7 Procedure for reconciliation of plagiarism reports:

1. If a draft (Dissertation/Thesis/Research Report) is found plagiarized and reported to Departmental Research (Ph.D.) Committee then the Departmental Research (Ph.D.) Committee shall call the candidate to hear the candidate's view. On hearing the candidate, the Departmental Research (Ph.D.) Committee shall submit its recommendations keeping in view of the following guidelines:

A) Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. Level 0: Similarities upto 10% - Minor Similarities, no penalty.
- ii. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.



Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

B) Penalties in case of plagiarism in academic and research publications

I. Level 0: Similarities up to 10% - Minor similarities, no penalty.

II. Level 1: Similarities above 10% to 40%

i) Shall be asked to withdraw manuscript.

III. Level 2: Similarities above 40% to 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to one annual increment.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.

IV. Level 3: Similarities above 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to two successive annual increments.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

(As per UGC Regulations July 2018, No 12.1-12.2, Page no 11)

The thesis resubmitted as recommended by the Departmental Research (Ph.D./MD/MS) Committee in view of clauses (1) (a) to (d), will be again placed before Departmental Research Committee (Ph.D. Committee) for approval after the candidate presents the changes in person & the Committee is satisfied with the changes. A report regarding the opinion as shall be submitted to the University for further process.

Plagiarism reported after the Award of Degree:

- In case, any plagiarism is reported to the University after award of a Ph.D. degree/MD/MS, the Vice-Chancellor may constitute an Expert Committee to enquire into charges of plagiarism and the Committee will submit its report with recommendations.
- The Expert Committee may give the opportunity of hearing to the concerned parties as it deems fit.
- The Vice-Chancellor shall place the Report along with recommendations of the Committee before the Academic Council / BOM for its consideration and action.

(As per UGC Regulations July 2018, No 12.1-12.2, Page no 11)

1.8 Golden Rules to avoid the Plagiarism

- (a) Always give the due credit to the original author (s) and give the proper citation and proper reference.
- (b) Place the sentence in inverted commas, if you quote text verbatim.
- (c) Keep track of your sources
 - It's just as important to keep track of electronic sources, when you save a PDF of a journal article, please put it into a folder on your computer.
- (d) Keep sources in correct context
 - Whenever you consult a source, you should make sure that you understand the context, both the ideas within a source and source itself.
- (e) Plan Ahead
 - Keep enough time to search, to take notes, and to think about how to use the sources in your article/thesis. The moments of carelessness are more common when you leave your thesis or article until the last minute.
- (f) Don't cut & Paste : File & level your works
 - Never cut & paste information from an electronic source straight into your own thesis/article. Instead, open a separate document on computer for each source so you can make a file research information.
- (g) Keep your own writings and your sources separate
 - Be careful to keep your own research notes separate from your actual draft copy at all stages of your writing process.
- (h) Paraphrase carefully in your notes; acknowledge your sources explicitly when Paraphrasing
 - When you want to paraphrase material, it's a good idea first to paste the actual quotation into your notes and then paraphrase it.
- (i) Don't save your citations for later
 - Never paraphrase or quote from a source without immediately adding a citation.
- (j) Quote your sources properly
 - Always use quotation marks for directly quoted material, even for short phrases and key words.
- (k) Keep a source trail
 - Whenever you write and revise your article/thesis please make sure that you are keeping track of the sources in your each of the writings.

(Ref. Harvard Guide to Using Sources. Accessed from <http://isites.harvard.edu/icb/icb.do?keyword=k70847&pageid=icb.page342057> on April 23, 2017)



APPENDIX - I

ANTI PLAGIARISM GUIDELINES

The Ph.D /MD/MS/Faculty shall subject the Thesis/Dissertation/Research Work for anti plagiarism check using anti plagiarism web tool “Turnitin”

The Ph.D/MD/MS candidates, who are due to submit their thesis from the date of notification onwards, shall submit their thesis along with anti-plagiarism certificate from the Anti-Plagiarism Committee (APC).

Permitted similarity index as per the anti- plagiarism guidelines are as follows:

Thesis/Dissertation/Research Report	PhD / MD/MS
% Permitted Similarity index	10%
Total continuous words	Not exceeding 14 words



APPENDIX - II

GUIDELINES TO INSTRUCTORS

- a) Administrator (University) will add instructors (Research Guides) to BLDE (Deemed to be University) Turnitin account.
- b) The instructor will receive an e-mail from Turnitin through administrator with a temporary password.
- c) To get started, log in to Turnitin (www.turnitin.com) with the e-mail address and password.
- d) Click on the "Instructor" link. Fill in the required information in the new user profile form. In order to complete the profile, one must have an Account ID and an Account Join Password. This information will be provided by BLDE (Deemed to be University) Turnitin account administrator.
- e) For submitting thesis for plagiarism check, click on the "View" link to the right of the assignment to open the assignment inbox and then click on the "Submit" button.
- f) On the submission page, enter the thesis title and name of the guide and students.
- g) Users have a choice to upload a file from the computer, Dropbox, or Google Drive. Click on one of the submission buttons "choose from this computer", "Choose from Dropbox" or "Choose from Google Drive" and select the file for submission.
- h) For assignments that only allow file submissions that are able to generate originality reports Turnitin support the following formats:
Microsoft Word, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs (submitted via the Google Drive submission option), plain text files
- i) Click the "Upload" button to upload the thesis.
- j) A preview of the thesis chosen to submit will be shown on this page. Look over all the information and make sure that it is correct. To confirm the submission, click the "Confirm" button.
- k) After submission, system will begin processing the uploaded thesis and will generate an Originality Report within minutes for supported file types.
- l) To view the report, click the "Inbox" button on submission confirmation page. The assignment inbox will open.
- m) The Assignment Inbox shows uploaded thesis with their Originality Reports if available. To open the Originality Report for the thesis uploaded, click the report icon.
- n) The Originality Report will open in a new window called the Document Viewer. The Document Viewer allows instructors to access each Turnitin product in one location and view all the products simultaneously as layers.
- o) All the top sources found to match the uploaded thesis are in the sidebar to the right of the paper contents. Top sources are the sources that have the closest match (most matching words without variation) to the document's text.
- p) To view all underlying sources for a top source hover the cursor over the source and click on the arrow icon. The overlapping sources are listed below the top source.
- q) Click print/ save option to generate anti- plagiarism report for the uploaded thesis.



APPENDIX-III

(To be submitted on a RS. 20/- Non-Judicial Stamp Paper duly notarized)

AFFIDAVIT

I, _____ S/D of Shri _____, aged ____ years,
resident of _____,
Mobile No. _____ do hereby take oath and state :

- (i) That, I am registered for the Ph.D/MD/MS Programme on the topic titled
.....
..... in the Faculty of of BLDE (Deemed to be
University) Vijayapura. My Registration no. is
- (ii) That, the contents of my thesis submitted to the BLDE (Deemed to be University)
Vijayapura, for award of Ph. D Degree are original and my own work, and is not
plagiarized.
- (iii) That, if , after checking my thesis for plagiarism by any standard plagiarism
checking software, are found copied or come under plagiarism, I will be solely
responsible for it and University shall have sole right to cancel my research work
ab-initio.
- (iv) That, this work has not been submitted by me for the award of any other
Degree/Diploma in any other University / Institute.
- (v) That, I shall be responsible for any legal dispute/case(s) for violation of any
provisions of the Copyright Act relating to my thesis.

Date:

DEPONENT

Place:

VERIFICATION

I, the above named deponent, do hereby take oath and verify that the contents of para (i) to
(v) of above affidavit are true and correct to my personal knowledge and nothing has been
concealed by me. No part of it is incorrect.

DEPONENT



APPENDIX IV

PLAGIARISM VERIFICATION CERTIFICATE

1. Name of Student/Faculty: Reg. No.

2. Title of the Thesis/.....

.....

.....

3. Department:.....

4. Name of Guide & Designation:

5. Name of Co Guide & Designation:.....

The above thesis was verified for similarity detection. The report is as follows:

Software used

Date:

Similarity Index (%):

Total word count

The report is attached for the review by the Student and Guide.

The plagiarism report of the above thesis has been reviewed by the undersigned. The similarity index is below accepted norms.

The similarity index is above accepted norms, because of the following reasons:

.....

.....

.....

.....

The thesis may be considered for submission to the University. The software report is attached.

Signature of Guide
Name & Designation

Signature of Co-Guide
Name & Designation

Signature of Student

Verified by (Signature)
Name & Designation



