

## Turnitin Policy

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### Introduction

The purpose of this policy is to ensure that academic integrity is maintained and safeguarded and should be read in conjunction with other policies of the Institute which have been implemented for the same purpose. BITE has entered into a licensing agreement with Turnitin (<http://www.turnitin.com>) to ensure that students develop good academic practices and minimize the risk of submitting plagiarized work. Turnitin is a web-based service that provides a comprehensive checking of submitted student work for matching text on web pages, electronic journals and previously submitted student work.

Markers are fully aware of the fact that Turnitin does not always successfully 'detect' plagiarism, although it does facilitate the identification of potential plagiarism and incorrect source referencing. Whether a student has plagiarized or not will be based on the individual marker's own judgment based on collective evidences.

### General Policy

- Turnitin is available to all academics and it is recommended that, where appropriate, all courses make use of Turnitin as an educational tool by

allowing students to submit at least some of their assignments on the system.

- In the case of projects and assignments that involve substantial practical work, i.e. design of websites, design of computer application programmes, laboratory reports based on experimental results etc., academics will be the final judges of whether Turnitin would be useful in their course.
- IT department will be responsible to set up Turnit In for a stipulated period of time on the request of the School's Associate Dean.
- All Turnitin assignments must be set up to allow at least one draft submission before the final submission. Each student will be required to self-submit their own assignment on Turnitin and will have access to the Originality Reports arising from each submission.
- Schools must ensure that the approach to be adopted in using Turnitin is clearly communicated to students during the induction process and afterwards at the time the assignment is set and handed out to the students.
- Schools must ensure that assignment briefs have clear and sufficient information about the acceptable similarity index score set by the module team.
- Schools must ensure that students are made fully aware of consequences of plagiarism and the role of Turnit In influencing the decision whether the submitted work is plagiarized or not. Students must also be made aware of other means to detect plagiarism to reduce the risk of submitting the plagiarized work.
- Altering TurnItIn reports is a serious offence and will be dealt with through BITE's disciplinary procedure and Academic Registrar.

