

# PLAGIARISM POLICY



## CMR INSTITUTE OF TECHNOLOGY

(UGC - Autonomous)

Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA and NAAC with A Grade

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## PLAGIARISM POLICY

### Introduction

Ethics & honesty are the most important wings of the academic/research/professional activities and no person should copy any content/images/models/data/results/algorithm/charts in its original form. It is therefore important for any academic institute to have a policy in place to record facts of plagiarism. Institute insists on all authors to follow the guidelines issued by UGC regarding plagiarism and obey the institutional check for plagiarism and policy of CMRIT. Institute upholds the principle of academic integrity which is achieved through appropriate references and citation practice for all academic/research works. The purpose of this policy is to allow for a consistent approach to treat plagiarism issues of the institute and to promote a culture of academic honesty and best practice. Globally, plagiarism is recognized as an academic offence and leads to serious legal consequences.

Plagiarism is the reproduction, in all or part, of work prepared without giving recognition to the original source. Plagiarism can include the following:

- a. Failure to cite authors or sources.
- b. Forget to acknowledge the third party works.
- c. Reproduce original-work (text/video/document/image/model/chart/algorithm/idea/results) of others in any medium/language without reference.
- d. More self-citations/self-plagiarism with/without reference.
- e. Claim of collaborative work by a single author without consent of others.

### Adoption of Anti-Plagiarism Practices

Plagiarism is considered as academic dishonesty and a breach of journalistic ethics. Globally, many institutions use plagiarism detection software to uncover potential plagiarism practices. CMRIT implements this policy not only to protect the IPR but also to develop the character among the staff/students to be perfect in academic/research/professional/personal endeavor. The institute has subscribed licensed plagiarism detection software to facilitate staff/students. A particular bench mark has also been to keep the plagiarism checked in student's thesis.

### Usage Policy

- a. All research-papers/project-reports should be submitted for plagiarism check before evaluation.
- b. The acceptable similarity index limits to 25% i.e., the percentage of overlap between content submitted for detection of plagiarism and to that of any available source material.

### Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

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

**Note:** The research work of student/staff should be the original ideas that include abstract, hypotheses, observations, results, summary, conclusions and recommendations.

### **Level of Plagiarism**

Classification of severity of plagiarism is as follows:

- a. Level 0: Similarities upto 10%
- b. Level 1: Similarities above 10% to 25%
- c. Level 2: Similarities above 25% to 50%
- d. Level 3: Similarities above 50%



### **Compliance Statements**

All students are required to submit a signed statement that they are aware of the plagiarism policy of the institute and no part of their work be it term paper, project report thesis or dissertation etc. is not copied in any form and it is their own creation.

### **Penalties in case of Plagiarism**

Institution shall impose penalty considering the severity of the Plagiarism

- a. Level 0: Similarities upto 10% - Original research-paper/thesis and such staff/student is recommended for publication/submission.
  - b. Level 1: Similarities above 10% to 25% - allowed level of similarities in the thesis report and such student is recommended for submission.
  - c. Level 2: Similarities above 25% to 50% - Such student shall be asked to submit a revised script after a stipulated time period of 1 month.
  - d. Level 3: Similarities above 50% - Such student shall be asked to submit a revised script after a stipulated time period of 3 months.
-

<b>Application Number</b>	CMRIT/APC/ /20__			
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<b>APPLICATION FOR PLAGIARISM CHECK</b>				
<b>Plagiarism check for</b>	<b>Research Paper / M.Tech./MBA Thesis</b>			
No of times submitted	First/Second/Third			
Department/Branch	Affix recent Stamp Size Photograph			
EID/Roll No.				
Staff/Student Name				
Designation				
Title of Paper/Thesis and number of pages (submit in CD-ROM)				
Staff/Student Contact No.				
Staff/Student email_id				
Internal Guide Name				
Designation & Department				
Contact No.				
Email_id				
<b>Project at Institute/Industry (For M.Tech./MBA Students only)</b>				
<b>Name of the Organization with Address</b>	<b>Period</b>		<b>Industry Supervisor Name &amp; Designation</b>	<b>Contact No. / email-id</b>
	<b>From</b>	<b>To</b>		
<b>Student Declaration</b>				
I, hereby declare that the above mentioned Research Paper/Thesis is correct and genuine upto my knowledge and also undertakes to abide by the rules and other conditions as prescribed in <b>Plagiarism Policy</b> .				
<b>Date</b>		<b>Signature</b>		
<b>Guide Remarks</b>				
The student completed the project under my guidance and is forwarded for Plagiarism Check.				
<b>Date</b>		<b>Signature</b>		
<b>HOD Remarks</b>			<b>Principal/Director Remarks</b>	
Recommended / Not-Recommended			Approved / Not-Approved for Plagiarism Check	
<b>Signature with Date</b>		<b>Signature with Date</b>		
<b>OFFICE USE ONLY</b>				
<b>Controller of Examinations Remarks</b>				
Verified through the software tool available with us and the following level of Plagiarism found.				
<b>Level of Plagiarism</b>	0 / 1 / 2 / 3	<b>Similarity Index</b>		
<b>Recommendation</b>	Recommended for submission / Not recommended and asked to submit a revised script after a stipulated time period of 1 or 3 month(s).			
<b>Date</b>		<b>Signature of COE</b>		



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## CERTIFICATE OF PLAGIARISM CHECK

Lr. No.	CMRIT/EB/COE/CPC/ /20__	Dated	
Application Number	CMRIT/APC/ /20__	Dated	
Plagiarism check for	Research Paper / M.Tech. Thesis / MBA Thesis		
No of times submitted	First / Second / Third		
Department/Branch			
EID/Roll No.			
Staff/Student Name			
Designation			
Title of Paper/Thesis and number of pages			
Staff/Student Contact No.			
Staff/Student email_id			
Internal Guide Name			
Designation & Department			
Contact No.			
Email_id			
Level of Plagiarism	0 / 1 / 2 / 3		
Similarity Index			
Satisfactory Level			
Recommendations of COE	<ol style="list-style-type: none"> <li>1. Recommended for submission (or)</li> <li>2. Not recommended and re-submit a revised script after a period of 1 or 3 month(s).</li> </ol>		
Date		Signature of Controller of Examinations	

**Note:** This certificate should be attached for the recommended submission along with plagiarism report at the beginning of thesis.