

Unit for History and Philosophy of Science Policy on Academic Honesty and Plagiarism

Plagiarism is the use of other people's ideas as if they were your own. It is very important that examiners can tell which parts of your work are quotations, and that they can tell that the rest of it is genuinely your own work. This document is intended to help you to achieve that, and to avoid penalties.

We encourage you to read widely, browse the web, discuss your work with friends and so on, but it is not acceptable to present the work of others as if it were your own. In order to reduce the risk of unfair assessment of the majority of students who do not cheat, the Unit for History and Philosophy of Science requires that students submitting work for assessment observe the following rules. You should also read the University's rules on academic honesty and plagiarism, available on the web at <http://www.usyd.edu.au/senate/policies/Plagiarism.pdf>

QUOTATION: Except when expressly indicated otherwise, all assessed work must be overwhelmingly written by you personally, apart from short sections of normal academic quoting. All quoting (whether your sources are printed, recorded, electronic or in any other form) must be done accurately, and must be indicated by placing quotation marks around all the words not written by you. In addition, when more than a phrase of three or four words is quoted, the source of the quoted words must be precisely specified.

CITATION: All essays must contain an accurate bibliography. Essays must also contain footnotes, which must indicate (at least) where you have taken specific individual ideas from, and where you have taken each of your direct quotations from. A guide to referencing is part of the HPS Essay Guide, which is available at: http://www.usyd.edu.au/hps/undergraduate/resources/essay_guide.pdf. Your lecturer may also provide more UoS-specific information.

GENERAL INTEGRITY: You are under a general obligation to observe the very highest standards of integrity in all assessment procedures: you must not (without express permission and acknowledgement) submit work which is close to that which has already been submitted elsewhere (in another unit of study, for example); you must not use other students' work without telling us; you must not employ people to make substantial corrections to your English without telling us; you must not imply in your bibliography or documentation that you have consulted works, or editions of works, which you have not in fact used; you must not obscure the date of submission; you must not give us a misleading word-count (if asked to supply one); and you must tell us who you discussed your essay with, if their contribution is reflected in the final product.

PENALTIES: Unambiguous plagiarism and other breaches of integrity will be dealt with severely. A student may fail a unit of study, or a new essay may have to be written. If a mark of zero is given to a piece of work as a result of plagiarism. This mark cannot be made up. That is, that piece of work will always count towards the final mark for the unit of study, even in units of study in which your final mark is based on your best pieces of work (best 9 out of 11 assignments, or whatever). In addition, substantial breaches of academic honesty may be passed on to the Faculty and to the University's disciplinary bodies, and may appear on your academic record.

ONUS OF PROOF: Students who are suspected of having committed some breach of integrity

will not be penalised unless it can be established to the satisfaction of the lecturer in question, the Undergraduate Coordinator, and the Director of the Unit that the offence did in fact occur. Note however that an *intention* to deceive does not have to be established. Students are under a positive obligation to submit work which complies with standard precautionary procedures, those spelled out in this document in particular. They are also obliged to ensure that their work does not contain words copied, without acknowledgment, from other sources. So it is often proof enough to show that the essay really does fail to indicate its sources with clarity; or that it contains passages copied from another source. One long sentence, or several substantial fragments, or repeated small phrases (quantities which some students think rather small) might sometimes be enough to do this. In cases of doubt, a student may be examined orally on submitted work. Submissions will be reviewed using plagiarism detection software. A mark may be altered subsequently if plagiarism is detected and confirmed.

RECORDS: Your lecturer will generally retain a copy of every piece of work submitted for assessment on WebCT, so that retrospective checks can be made to prevent recycling of submissions. In addition, you must always retain a copy yourself of any work submitted.

You will be asked to review these rules. Every time you submit an assignment, you thereby agree to have familiarised yourself with the University's plagiarism code and to abide by it.

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