

Ginger Nut Training.



Document Title

Plagiarism Policy

Originator

Directors

Responsible Person

Centre Manager

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Plagiarism Policy

What Constitutes Plagiarism or Cheating?

If you submit an assignment that contains work that is not your own, without indicating this to the marker (acknowledging your sources), you are committing 'plagiarism' and this is an offence. This might occur in an assignment when:

- Using a choice phrase or sentence that you have come across
- Copying word-for-word directly from a text
- Paraphrasing the words from a text very closely
- Using text downloaded from the internet
- Borrowing statistics or assembled facts from another person or source
- Copying or downloading figures, photographs, pictures or diagrams without acknowledging your sources
- Copying from the notes or essays of a fellow student
- Copying from your own notes, on a text, tutorial, video or lecture that contain direct quotations.

Although you are encouraged to show the results of your reading by referring to and quoting from works on your subject, copying from such sources without acknowledgement is deemed to be plagiarism and will not be accepted by the Company.

This means that you must make it clear which words and ideas are yours and which have come from elsewhere, through the use of quotation marks as well as in-text citations. If you require any further guidance around how to present your sources, there is learning material available at [Quick guide to Harvard referencing \(Cite Them Right\) | Library Services | Open University](#)

You should also read carefully all the module specific study advice that you receive in your mailings, especially statements concerning plagiarism and how to reference your sources. Where plagiarised material is included in assignments, tutors are likely to notice the shifts in style and may be aware of the source. Seek their advice on this early on in your study.

In addition, Ginger Nut Training uses text comparison software, which it applies to electronic assignments as well as scanned or retyped assignments. End-Point Assessment organisations also carry out their own checks and will reject work that fails these. The temptation to plagiarise may arise from lack of self-confidence or from a lack of understanding about the aims of the assessment and about what is required of you.

Assignments provide a vehicle for assessing your performance during your module and contribute to your overall module result. However, they also assist you in understanding your subject and aid your learning on the module. When you attempt to use and express the ideas and terms of the module independently you learn more thoroughly and develop your own writing style.

You are likely to perform better in examinations if you have learned how to write your own answers to questions in assignments. By submitting work that is not your own you are denying yourself the benefit of this valuable learning strategy.

Copying the work of others would be counter-productive to your goal of understanding the module work and to real achievement. Most students will not wish to take such a negative approach to studying, and the Company does not tolerate it.

You are encouraged to collaborate with others in studying, but submitted work copied from or written jointly with others is not acceptable, unless collaboration is required in the particular assignment. You will therefore be asked to acknowledge a statement to confirm that all assessment work you have submitted is your own and that you have not cheated.

Submitting work that has been done by someone else and persistent borrowing of other people's work without citation are obvious instances of plagiarism and are regarded as cheating. Copying answers from social networking sites is cheating.

Paying for work from other sources and submitting it as your own is also cheating. It is intellectually dishonest to cheat and thus give one student an unfair advantage over others.

Passing on your assignments to others, with the knowledge that another student may plagiarise the assignment will also lead to a penalty. If a case of plagiarism is proven, this is a serious offence and the company disciplinary procedures will be followed, as described in the company handbook.

Certainly, here's a sample policy on the use of AI in student assignments and addressing plagiarism for educational institutions. This policy is a broad guideline and can be adapted to the specific needs and regulations of your institution:

The use of AI in Assignments

1. Introduction

Ginger Nut Training is committed to maintaining the highest standards of academic integrity and fostering a culture of honest and ethical learning. In line with this commitment, this policy outlines the use of AI in assignments and addresses issues related to plagiarism.

2. Use of AI for Assistance

We encourage the responsible use of AI-powered tools that assist learners in their academic work. These tools may include grammar and spell checkers, writing assistance tools, and citation/referencing aids. The use of such tools is encouraged as a means to improve students' writing and research skills.

Content Generation

Learners should exercise caution when using AI-generated content to ensure that they understand the ethical implications. The generation of substantial portions of assignments by AI is discouraged, as it may lead to issues of academic integrity.

Plagiarism Detection

Plagiarism Detection Software We utilise AI-powered plagiarism detection software to check assignments for potential instances of plagiarism. This software compares learners' work with a vast database of existing content, looking for similarities and potential matches.

Plagiarism detection software is a tool to assist tutors in identifying potential cases of plagiarism. It does not make final determinations. Tutors are responsible for reviewing and evaluating any flagged content to ensure accurate results.

Ethical Guidelines

Learners are expected to use AI tools ethically, avoiding any form of cheating or dishonesty. They should properly attribute content generated by AI and use AI to enhance their learning experience.

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Plagiarism Policy

Final Audit Report

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