



## PLAGIARISM AND AUTHENTICITY

### 1. Definitions

#### Artificial Intelligence (AI) software

AI software is a computer program capable of high-complexity tasks, like learning, decision-making, and solving problems. AI software uses machine learning to simulate human intelligence, which can allow the software to complete tasks of increasing nuance and sensitivity.

Examples: ChatGPT, Jasper, Bard, etc.

#### Authenticity (as per NZQA Generic Resources and Guidelines)

**Is the Assurance that evidence of achievement produced by a learner is their own.**

#### Guide for Learners - Plagiarism

**A guide made available to all PIHMS students from 1<sup>st</sup> September 2022. This guide includes explanation of the 5 types of plagiarism, NZQA Expectations regarding Authenticity, PIHMS Policy and Student Guide**

#### Plagiarism

Representing by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgement. Also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

#### Turnitin

Software used as an educational tool to help reduce the practice of using others' work without authorisation. Students and lecturers alike benefit from this online tool. [www.turnitin.com](http://www.turnitin.com)

### 2. Responsibilities

#### Lecturers/teaching staff

Advising students of the unacceptability of unreferenced material in their written assignments, and the use of Turnitin as per the Guide for Learners – Plagiarism.

### 3. Purpose

To endorse the authenticity of an individual student's work by use of Turnitin on-line plagiarism and Artificial Intelligence (AI) checker.

### 4. Policy

4.1 Academic written work is required to be essentially a student's own work.

4.2 The on-line plagiarism and AI checker Turnitin will be used to ensure authenticity.

**4.3 Inappropriate use of another individual's work is quantified as per 4.4 and actioned as per 4.5**

#### 4.4 Quantifying Plagiarism Based on Turnitin Report

##### Plagiarism Will Be Defined As

- 1 single group of words highlighted through Turnitin, of 8 or more words, without the use of quotation marks and identification of the source will be considered plagiarism.\*
- 6 single groups of words highlighted through Turnitin, of 3 or more words, from the same source without the use of quotation marks and identification of the source will be considered plagiarism.\*

\* This does not include: (1) assessment questions; (2) assessment headings; (3) references; or (4) the correct name of something, such as 'Pacific International Hotel Management School' or 'Electronic Word of Mouth (EWOM)'.

NOTE: Groups of words, as discussed above, from assessment questions or assessment headings, used in the written parts of the assessment, i.e. not in assessment headings, need to have quote marks and be referenced as (Assessment Guidelines).

The above mentioned definition of plagiarism means that...

- Five groups of seven words from a first reference source, is ok, and
- Five groups of seven words from a second reference source, is ok, and
- Five groups of seven words from a third reference source and beyond, is ok, and
- Any number of 'one word', or 'groups of two words', is ok.

#### 4.5 Students Being Identified as Plagiarising during their Study at PIHMS

Turn-it-in report shows Red will be treated as Academic Fraud

Others:

First and Second Time: Plagiarised phrases will not be included in the grading of the assessment.\*

- Third Time: The student will be awarded a 0 grade for the assessment.\*

- **Forth & Subsequent Times:** The student will be withdrawn from the course.\*

(1) students will be expected to meet with the programme coordinator to explain the reason for plagiarism to determine if there are extenuating circumstances to overlook the current case of plagiarism; (2) an academic misconduct letter will be issued to the student; and (3) students will be expected to undergo an academic integrity review session.

**4.6 Academic Services will keep records and track of students being identified as plagiarising through the steps in 4.5**

## 5. Procedure

Step	Responsibility	Record
1. Import students' IDs and email into Learning Management System.	IT Support	Learning Management System
2. Login to Learning Management System and enter class details and assignment options.	Lecturer	Learning Management System
3. Submit work through Learning management System Turnitin plug in.	Student	
4. Generate Originality Report, interpret percentages and discuss any issues with student.	Lecturer	Originality Report
5. In cases of inappropriate use of another's work follow procedure in 4.5	Lecturer and Programme Coordinator	

## 6. Record Management

Record	Responsibility	Filed	Retention Time
Originality Report	Students/Lecturer	CANVAS	2 years

Plagiarism Tracker	Academic Services	Sharepoint – Staff – Self Evaluation - TD	Indefinite/continuous
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