

What is Plagiarism?

When you copy someone else's assessment work and present it as your own. This is cheating and is called Plagiarism. You should not pretend work is your own if:

- The assessment work was prepared by someone else.
- It is work that you copy from a book, magazine or website etc.
- It is work prepared by someone else who has previously been a student on this course.

Lecturers are very experienced within their subject and will have knowledge of many of the sources of work. If you copy, they are likely to recognise it. All work should be referenced correctly in order that sources of information can be checked during the marking process. Student workshops are available throughout the academic year to help you to reference materials effectively and Referencing handouts are also available on Moodle and from the Library.

<https://moodle.west-lothian.ac.uk/course/view.php?id=170>

For more detailed information on Plagiarism click on the link to read the [Academic Malpractice Policy and Procedure](#).

What is Turnitin?

The College uses an electronic system called Turnitin. This scans an extensive database of sources, including the internet and the work of other students. Turnitin will identify the percentage of the content submitted that has been copied from other sources. There are some simple rules you can follow when submitting work where you have used other sources:

- Use quotation marks around text that is not your own words.
- Acknowledge the source.
- Use Turnitin software to confirm the originality of your work.

Students have to submit an electronic version of academic assignments to [Turnitinuk.com](https://turnitin.com) and a paper copy to the lecturer for marking. Lecturers will give details on how to create your profile on Turnitin. Different details will be sent by each of your lecturers. Turnitinuk.com will not accept submissions after the set closing date. The turnitinuk.com site allows repeated submissions and gives feedback on any similarities to other work. You

must have less than 25% similarity. So if the figure is higher than 25% you'll have to edit it then resubmit.

A plagiarism front sheet should be attached to the paper copy of the assignment. Feedback will be emailed to students by their lecturer. Remediation is usually due one week after the date that feedback is received.