

**ACADEMIC INTEGRITY AND ACADEMIC MISCONDUCT**

**What is academic integrity?**

Having integrity means being honest and sticking to morals that most people would agree with, such as telling the truth. The University is a 'learning community' within which students and staff learn from each other, from their peers and through original research. All members of the University are expected to maintain high standards of academic conduct and professional relationships based on courtesy, honesty and mutual respect. In maintaining this learning community, the concept of academic integrity is fundamental.

**What does this mean in practice?**

As a member of the academic community at the University of South Wales, we expect you to work in accordance with the following principles:

* take responsibility for your own work;
* fully acknowledge the work of others wherever it has contributed to your own by referencing appropriately (further information can be found here: <https://studyskills.southwales.ac.uk/academic-skills/referencing/>)
* ensure that your own work is reported honestly;
* avoid actions which seek to give you an unfair advantage over others;
* ensure that you follow the ethical conventions and requirements appropriate to your course;
* if you are studying on a professionally-recognised vocational programme, maintain standards of conduct which are appropriate to a practitioner in that area;
* behave with respect and courtesy when debating with others, even when you do not agree with them;
* support others in their own efforts to behave with academic integrity.

**Why is it important to you as a student?**

If you commit academic misconduct then you are not doing what you came to University to do, which is to learn and become a better, more skilled and more knowledgeable person. You will have gaps in your knowledge that future colleagues and employers will pick up on, and which may cost you dearly.

If another student on your course commits academic misconduct, it is **you** they are cheating, by devaluing your hard work and accomplishments. If you think another student is doing this, then please talk to your Module Leader or Course Leader.

Acting with academic integrity enables you to demonstrate your own knowledge, skills and understanding of the subject and then to receive feedback to help you progress.

**What is academic misconduct?**

Academic misconduct is failure to comply with the principles above, ie, any action or attempted action that may result in creating an unfair academic advantage or disadvantage for any other member(s) of the academic community.

If an allegation of academic misconduct against you is upheld this could impact your results profile, your progression and your final classification. It could also impact your ability to engage with further studies and your career. In summary, you will be devaluing your award and your future potential.

**Examples of academic misconduct**

The main categories of academic misconduct are as follows:

Plagiarism

Plagiarism is when students take someone else’s work or ideas and pass them off as their

own. Plagiarism may be written or non-written.

Cheating

Cheating is when students act dishonestly or unfairly before, during, or after an examination or a class test in order to gain advantage or assist another student to do so.

Contract cheating

Contract cheating is when students seek other persons to produce work, or obtain an assessment, either ‘off the shelf’ or specifically written for them, and submit it as their own work.

Falsification

Falsification is when students attempt to present fabricated or distorted data, evidences, references, citations or experimental results and/or knowingly make use of such material as part of an assessment.

Recycling

Recycling, sometimes referred to as self-plagiarism, is when students submit work, which

has already been used in one context (eg, in an assessment) and is then used again in

another.

Collusion

Sometimes, students will be required to work collaboratively, preparing and submitting assessments together, and in this case ‘joint work’ is entirely appropriate. Collusion occurs when, unless with official approval (eg, in the case of some forms of group projects), two or more students collaborate in the production of work and they submit work, which is unreasonably similar and/or is represented by the students to be the product of their individual efforts. One student sharing their own work with another student, resulting in similar pieces of work being submitted, is considered to be collusion by both parties regardless of intent.

For a more complete list please consult the regulations here: <https://registry.southwales.ac.uk/student-regulations/academic-misconduct/>

**What impact will Covid-19 have?**

During the current global pandemic, the number of assessments conducted remotely will increase. We are aware that remote assessments may be more vulnerable to academic misconduct.

***Our normal procedures to prevent academic misconduct and to uphold our standards of academic integrity in the current unprecedented circumstances will remain in place.***

We are aware that assessment writing services (commonly known as ‘essay mills’) may be seeking to exploit the current situation. Any use of their services will be considered as contract cheating (please see above ‘categories of academic misconduct). Essay mills are not your friend and there have been reports of them attempting to extort additional money from students and threatening identification to their institution. Also, personal data may be stored online with minimal, if any security. This could result in identity theft and bank fraud.

The University will continue to use Turnitin. This service provides evidence about the origin and consistency of your submitted work. It can be used by you as a learning tool and by academic staff to assist with the detection of academic misconduct.

**Own your degree**

You have a place at this university because the University believes you are capable of completing the course you’re on.

We don’t expect you to do everything alone, here are some ways to get help:

* If you are not sure what is required, ask your Module Leader.
* Discuss the work with other students, but don’t copy or allow others to copy from you.
* Do any informal exercises or extra work you have been set - it prepares you for assessments.
* Learn from previous feedback – it is how you will improve.
* Research the subject; the library has great resources and [Faculty Librarians](https://library.southwales.ac.uk/contact-us/faculty-librarians/) who can help you individually.
* [Student Development and Study Skills](https://studyskills.southwales.ac.uk/) run workshops and one to one appointments on a range of academic topics.
* The [Advice Zones](https://advice.southwales.ac.uk/) can help with any issues surrounding university and are a good starting point if you know you need help but don’t know where to turn.