CHAPTER 7

PLAGIARISM AND FABRICATION OR FALSIFICATION OF RESULT(S)/ DOCUMENT(S)

7.1 INTRODUCTION

Plagiarism and fabrication or falsification of result(s)/ document(s) constitute examples of examination irregularities and are considered as serious offences in the academic world.

7.2 PLAGIARISM

Plagiarism involves using the work of another person and presenting it as one's own, whether published or unpublished. Any of the following acts constitutes plagiarism:

(i) submitting the work of another or part of it as one's own, whether published or unpublished;
(ii) directly reproducing from a source without proper citation;
(iii) paraphrasing or summarising another's work without acknowledging the source;
(iv) using facts, figures, graphs, charts or information without acknowledging the source;
(v) downloading part(s) of any document, graphics, artwork or other material from the internet and presenting it as one's own without acknowledgement;
(vi) any infringement of the Copyright Act.

7.2.1 Avoiding Plagiarism (Note to Students)

Attention of students is drawn to the fact that 'plagiarism' is considered as a serious offence in the academic world and that it may cost the student a reduction in his/her class award or in some cases even expulsion from the University.

The University places significant emphasis on the responsible use of AI in dissertations and research projects. Students are required to maintain the highest levels of integrity, conducting their work ethically and transparently. This entails correctly attributing sources and refraining from any misuse that could diminish the quality or credibility of their work. We are committed to cultivate a culture of trust and excellence in the use and application of AI on campus.

Coursework, Dissertations, Projects and Essays submitted for assessment must be the student's own work, unless in the case of group Projects/Assignments where a joint effort is expected and is indicated as such.

Therefore, students should always:

(i) state clearly and in the appropriate form where they found the material on which they have based their work;
(ii) acknowledge the people whose concepts, experiments, or results they have extracted, developed or summarized, even if these ideas have been put in their own words; and

(iii) avoid excessive copying of Paragraphs by another author, even when the source is acknowledged.

7.2.2 'Turnitin' Software

The University of Mauritius subscribes to the Turnitin software which is widely used internationally. Turnitin is a web-based electronic system designed to locate and report similarities between the form and content of student dissertations/ assignments and other materials.

Turnitin marks a significant advance in the University's detection of academic plagiarism, but is also used to help students to improve their knowledge of academic citation and referencing so that they can learn and develop these practices in their own work.

Students are reminded that Turnitin is only one method of checking the originality of their work. Examiners may initiate the standard investigative procedures if they have unresolved queries about students' works, regardless of whether Turnitin has been used or whether there is substantiated concern of plagiarism.

Students should not harbour misconceptions on the use of Turnitin. They should view it as a means of enhancing academic integrity, plagiarism avoidance and improving academic writing.

7.2.3 Submission of Dissertations and Continuous Assessment Work through the Turnitin Platform

All final year dissertations and continuous assessment work (assignments, reports, lab-based works, etc.) for all modules (except those not recommended by the Department) must be uploaded on the Turnitin Platform for generation of the 'Turnitin Originality Report', 'Similarity Index' and the 'Digital Receipt'.

The student is normally the copyright holder of the dissertation/ thesis and s/he should be aware that in submitting his/her work through 'Turnitin', s/he is providing a copy of his/her work to be used in the process of checking its originality, and then subsequently to be held in a database for the purpose of checking the originality of other submissions.

Material submitted to 'Turnitin' will be identified by the student's name, course details and institution; personal biodata will not be used. Work submitted to 'Turnitin' will be stored on the 'Turnitin' database unless the students specifically request that it be not submitted, with justifications, in case of IPR/ commercialisation issues.

7.2.4 Procedure for the Submission of Dissertation and Continuous Assessment Work through the Turnitin Platform

All students must compulsorily log in to Turnitin with their @umail.uom.ac.mu account and upload their dissertations/ continuous assessment work (if applicable) through the Turnitin platform for generation of the 'Turnitin Originality Report', 'Similarity Index' and the 'Digital Receipt'.

For submission of continuous assessment work in a module, the lecturer/ tutor will create one class and five assignments in the class on the Turnitin platform for his/her

students as and when required and request the students to join in by providing them with the Class ID and Password.

The five assignments are:

- Work In Progress;
- Draft CA Work 01;
- Draft CA Work 02;
- Final CA work; and
- Late Submission.

The student's Work in Progress continuous assessment work can be uploaded through the Turnitin Platform at any time.

Each student will be given the possibility to submit his/her draft CA work through 'Turnitin' for a maximum of two (2) times, prior to submitting the final CA work.

The students will be allowed to view the Originality Reports at each submission through the Turnitin Platform and will be able to revise their draft work (if necessary) before submitting the final CA work.

The lecturer/ tutor shall have access to the final Turnitin originality reports of his/her students.

For the dissertations, the Project/ Dissertation Supervisor* will create one class and five assignments in the class on the Turnitin platform for all his/her project/ dissertation students, normally at the beginning of the Academic Year and request the students to join in by providing them with the Class ID and Password.

The five assignments are:

- Work In Progress;
- Draft Dissertation 01;
- Draft Dissertation 02;
- Final Dissertation; and
- Late Submission.

In case there is at least one dissertation containing materials for IPR/ Commercialisation Issues, the Project/ Dissertation Supervisor should create two additional assignments upon submission of the Non-Disclosure Agreement Form NDA 02 by the student/s:

- Final Dissertation (IPR/ Commercialisation Issues)
- Late Submission (IPR/ Commercialisation Issues)

The student's Work in Progress dissertation can be uploaded through the Turnitin Platform at any time.

Each student will be given the possibility to submit his/her draft dissertation (only the main body of the dissertation comprising of the Introduction up to the Conclusion or last Chapter) through 'Turnitin' for a maximum of two (2) times, prior to submitting the final dissertation, in consultation with their Project/ Dissertation Supervisors.

The students will be allowed to view the Originality Reports at each submission through the Turnitin Platform and will be able to revise their draft work (if necessary) before submitting the final dissertation.

The Project/ Dissertation Supervisor* shall have access to the final Turnitin originality reports of his/her students. Same should be made available to the second examiner/ assessor through the Programme/ Project/ Dissertation Coordinator.

Note: *In case a student is allocated a Part-Time Supervisor, the class and assignments are to be created by the Programme/ Project/ Dissertation Coordinator.

7.2.4.1 Access to AI Writing Detection Report in Turnitin

Supervisors should submit the AI Writing Detection Report to the Students after they submit the draft Report in a similar manner as Turnitin Similarity Report.

The following table gives more detailed guidelines on the use of Turnitin Platform.

Step	***Action***	***Responsibility***	***Timing***
1	Appraise Students about Turnitin operations and the reason why the use of Turnitin is recommended in the assessment of CA work and dissertations	CA work – Lecturer/ Tutor Project/ Dissertation – supervisor(s)	Start of Academic year/ semester
2	Familiarizing students with regards to the use of Turnitin	Lecturer(s)	Throughout academic year
3	Create class and assignments on Turnitin platform for all students for modules in which submission of CA work through Turnitin Platform is required and request the students to join in.	Lecturer/ Tutor	Start of Academic year/ semester
	Create class and assignments on Turnitin platform for all final year project/ dissertation students at the beginning of the Academic Year and request the students to join in. <u>3 Steps</u>: (a) Create one "Dissertation Class BSc *ABC*" (b) Create five (5) Assignments in the "Dissertation Class" – Work In Progress – Draft Dissertation 01 – Draft Dissertation 02 – Final Dissertation – Late Submission In case there is at least one dissertation containing materials for IPR/ Commercialisation Issues, create two additional assignments upon submission of the Non-Disclosure Agreement Form NDA 02 by the student(s): – Final Dissertation (IPR/ Commercialisation Issues) – Late Submission (IPR/ Commercialisation Issues) (c) Provide students with the Class ID and Password to allow them to join the class **<u>Settings for Work In Progress Assignment</u>:**	Project/ Dissertation Supervisor <u>OR</u> Programme/ Project/ Dissertation Coordinator	Beginning of Academic Year

Step	*Action*	*Responsibility*	*Timing*
	Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? ***Immediately (can overwrite reports until due date)*** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes** Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count*:* ***(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes** Submit papers to: **No repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications** **<u>Settings for Draft Assignments</u>:** Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? **Immediately first report is final** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes** Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count: ***(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes** Submit papers to: **No repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications** **<u>Settings for Final Assignment</u>:** **(a)** ***<u>For dissertations without IPR/ Commercialisation Issues</u>*** Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? **Immediately first report is final** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes** Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count*:* ***(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes**	Project/ Dissertation Supervisor <u>OR</u> Programme/ Project/ Dissertation Coordinator Project/ Dissertation Supervisor <u>OR</u> Programme/ Project/ Dissertation Coordinator	

Step	*Action*	*Responsibility*	*Timing*
	Submit papers to: **Standard paper repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications** **(b)** ***For dissertations containing materials for IPR/ Commercialisation Issues*** Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? **Immediately first report is final** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes** Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count*:* ***(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes** Submit papers to: **No repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications** **Settings for Late Submission Assignment:** ***(a) For dissertations without IPR/ Commercialisation Issues*** Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? **Immediately first report is final** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes** Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count: ***(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes** Submit papers to: **Standard paper repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications** ***(b) For dissertations containing materials for IPR/ Commercialisation Issues*** Allow submissions after due date? **No** Generate Originality Reports for submission? **Yes** Generate Originality Reports for student submissions? **Immediately first report is final** Exclude bibliographic materials from Similarity Index for all papers in this assignment? **Yes**	Project/ Dissertation Supervisor OR Programme/ Project/ Dissertation Coordinator	

Step	*Action*	*Responsibility*	*Timing*
	Exclude quoted materials from Similarity Index for all papers in this assignment? **No** Exclude small matches? **Yes** Exclude matches by Word Count*: **(5 recommended but final decision rests with the supervisor)*** Allow students to see Originality Reports? **Yes** Submit papers to: **No repository** Search options: **Student paper repository, Current and archived internet, and Periodicals, journals & publications**		
4	Submission of Work In Progress dissertation/ CA work prior to submitting draft dissertation/ CA work	Students	Any time prior to draft submission
5	Submission of drafts dissertation/ CA work prior to submitting the final dissertation/ CA work	Students	Dissertations – In consultation with supervisor, preferably four (4) weeks prior to final submission
6	Access Originality report for draft submitted	Students	Generation of the originality report may take up to 24 h.
7	Submission of final dissertation/ CA work in the final assignment in Turnitin	Students	As per Regulations
8	Access to the final Turnitin Originality report	Students/ Lecturer(s)/ Tutor(s) Project/ Dissertation Supervisor/ Programme/ Project Coordinator	As per Regulations
9	Originality reports should be made available to the part-time project/ dissertation supervisor and second examiner/ assessor.	Programme/ Project/ Dissertation Coordinator	
10	Word Count – Turnitin Platform provides for a Word Count but students are advised to strictly abide to UoM Regulations as per Section 8.4.6 for dissertations and to specified range/ limit by lecturer/ tutor for CA work.		

7.2.5 *Access to Turnitin Platform for Partner/ Affiliated Institutions and External Resource Persons/ Part-time Lecturers*

Some external institutions who are partners/ affiliated with UoM are MGI, MIE, SSRMC and UOM Trust. Access to Turnitin platform will be granted by CITS to the

resource persons from these institutions. A **G Suite (@Umail account)** may also be temporarily provided by CITS to other external resource persons (e.g. External Supervisors and Part-Time Lecturers), if required, for Turnitin access. The latter should ensure that the Turnitin account provided is used solely for UoM students.

Once the engagement for supervision of projects or part-time lecturing is completed, Faculty/ Centre should advise when instructor's Turnitin account should be disabled for external resource persons.

7.2.6 How to interpret Turnitin Reports

Turnitin compares student dissertations against a database and the internet to produce an 'originality report'. The similarity index should not normally exceed 20%. However, the 'originality report' or its percentage value shall not be used exclusively as an indicator of plagiarism. Academics are advised to use their academic judgment when determining an incidence of plagiarism after careful consideration of the originality report and sources of matched text.

Turnitin shall not be used in isolation. Turnitin is one tool to be used in the deterrence and detection of plagiarism.

The same tool may be used for the testing of coursework and other relevant assignment(s), where there may be plagiarism issue(s).

Turnitin shall not be used as a random sampling tool; Turnitin shall be used on a per assignment/ module basis: assignments shall not be selected on a per student basis - the whole cohort should be put through the service if plagiarism is suspected even if it concerns only one paper/ dissertation.

7.3 FABRICATION OR FALSIFICATION OF RESULT(S)/ DOCUMENT(S)

Any of the following acts constitutes fabrication or falsification of result(s)/ document(s):

(i) altering, distorting, inventing, or counterfeiting information;
(ii) counterfeiting a record of internship or practicum experience;
(iii) falsely citing a source of information;
(iv) altering grade reports or other academic records.

7.4 PLAGIARISM AND FABRICATION OR FALSIFICATION FORM

Each registered student of the University of Mauritius has to sign a plagiarism and fabrication or falsification form shown below within two weeks after the beginning of lectures in their first academic year.

The form will be replaced in the future by an online version which the student will have to fill when s/he is registering for his/her modules online.

I have read the University of Mauritius Undergraduate or Postgraduate Regulations and I have understood the section(s) on "Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)", including the guidelines on the use of Turnitin Software.

I agree to be bound by the above.

Notwithstanding the supervision provided to me by the University of Mauritius, I warrant that any alleged act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s) during my stay as a registered student of the University of Mauritius is entirely my own responsibility and the University of Mauritius and/or its employees shall under no circumstances whatsoever be under any liability of any kind in respect of the aforesaid act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s).

Name:……

Programme of Study:……

Year/ Level:…….

Faculty/ Centre:…….

Signature:……

Date:…….

To be returned duly signed to the Faculty/ Centre AO's Office within two (2) weeks after beginning of the lectures in the first Academic Year.

7.5 PROCEDURES FOR HANDLING PLAGIARISM AND FABRICATION OR FALSIFICATION OF RESULT(S)/ DOCUMENT(S)

Where a student is suspected of plagiarism as defined in section 7.2 or fabrication or falsification of result(s)/ document(s) as defined in section 7.3, the offence is firstly classified under one of the following three categories:

(i) a first offence where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work;

(ii) a second (or subsequent**)** offence where the act of plagiarism and/or fabrication or falsification comprises ≥ 25 % of the work;

(iii) an offence in a project/ dissertation/ mini-project.

7.5.1 First Offence where the Act of Plagiarism and/or Fabrication or Falsification Comprises < 25% of the Work

For a **first offence** where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work, the matter is considered at the level of the respective Faculty/ Centre/ Partner/ Affiliated Institution.

(i) The student is invited to give an explanation to the assessor/ lecturer.

(ii) If the student admits the offence, the assessor/ lecturer may:

(a) give a written warning to the student;
(b) reduce the mark of the student;
(c) set the mark to zero; or
(d) give a verbal warning to the student.

A note of the offence should be sent to the Faculty/ Centre Examination Section/ Administrative Officer through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and assessor/ lecturer.

(iii) If the student denies the act and the assessor/ lecturer is convinced with the explanation given, the case is closed.

(iv) However, if the student denies the act and the assessor/ lecturer is not convinced of the explanation, the matter is referred to the Head of Department.

(v) The Head of Department calls a meeting, for explanation, with the student, the assessor/ lecturer involved, Programme Coordinator and an academic outside the Department within the same Faculty/ Centre.

(vi) If the student admits the offence during the meeting, one of the penalties as listed in section 7.5.1 (ii) above is given to the student and a note of the offence is sent to the Faculty/ Centre Examination Section/ Administrative Officer through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and the assessor/ lecturer.

(vii) If again the student denies the act and members at the meeting are still not convinced, the assessor/ lecturer fills in a report which is submitted to the Dean/ Director who subsequently refers the case and the report to the Discipline Committee (Examination & Plagiarism).

(viii) The Discipline Committee (Examination & Plagiarism) considers the case as per University Regulations and submits its recommendations with respect to penalty/ies to be applied, if any, to Senate for approval (Refer to sections 5.3.2 and 5.3.3).

7.5.2 Second (or Subsequent) Offence where the Act of Plagiarism and/or Fabrication or Falsification Comprises ≥ 25% of the Work or Offence in a Project/ Dissertation/ Mini-Project

For a **second (or subsequent) offence** where the act of plagiarism and/or fabrication or falsification comprises ≥ 25% of the work **OR** an offence in a project/ dissertation/ mini-project, the following procedure should be followed:

(i) The assessor/ lecturer/ supervisor fills in a report and the case, together with the report, is referred to the Dean/ Director through the Head of Department and the Programme Coordinator.

(ii) The Dean/ Director thereafter submits the case and the report to the Discipline Committee (Examination & Plagiarism).

(iii) The Discipline Committee (Examination & Plagiarism) considers the case as per University Regulations and submits its recommendations with respect to

penalty/ies to be applied, if any, to Senate for approval (Refer to sections 5.3.2 and 5.3.3). When determining the penalty/ies to be imposed, account shall be taken of the consequences which the penalty will have for the academic progress of the student concerned.

7.5.3 Cases of Fabrication or Falsification of Result(s)/ Documents

When a student is suspected of fabrication or falsification of result(s)/ document(s) as defined in Section 7.3 of the Regulations, the assessor/ lecturer who identified the alleged offence would have the responsibility to immediately place the tampered document/ incriminating evidence in an envelope which s/he should seal with his/her signature and date on same. The sealed envelope would then be submitted to the Dean of Faculty/ Director of Centre.

The Dean of Faculty/ Director of Centre would hand over the sealed envelope, with his/her signature and the date of receipt on same, along with the note of offence (provided under Section 7.5.1(ii)) to the Administrative Officer, responsible for examinations at the Faculty/ Centre, who would record the date and time of submission.

The Administrative Officer thereafter would initiate action as per sections 7.5.1 and 7.5.2 of the UoM Regulations.

Updated by QA on.01.04.2026