Guidelines for the Dealing with Plagiarism

These guidelines give an overview of the most important rules on dealing with foreign intellectual property. It is part of scientific writing to clearly declare thoughts, methods, and theories from other authors as borrowed thoughts.

What is plagiarism?

Plagiarism is the whole or partial adaption of a foreign work without the declaration of the source or the author. Short passages may be quoted directly but they have to be identified as a quote. That covers all types of texts and sources and obviously including the internet.

How do I prevent plagiarism?

Document the source of every sentence, every text and every thought of someone else used in your work. Please observe consistency and completeness in your citations. If you create an excerpt from secondary literature, please distinguish clearly between your own considerations and the the material you copied.

Basic rules in citing

References
All used sources should be cited completely and comprehensibly, so that an outsider can verify the sources. Use the common citation standard of Computer Science for your references. In case of uncertainty please contact your lecturer.
Personal contribution
Differentiate clearly between your own work and that of others: always name the author(s) of work which is not your own.
Direct quotes
Direct quotes always have to be set in quotation marks.
Paraphrases
If you have rendered text in your own words or summarised it, give its source in parentheses.
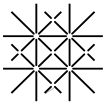Secondary sources
Identify a reference as a secondary source if you have taken it from another author without knowing the primary source.
Bibliography
The bibliography features all referenced sources without exception.

Basis of dealing with Plagiarism: Unfair behaviour in examination, Framework of the Faculty of Science, University of Basel

§ 20. When a candidate influences or tries to influence an assessment with improper means, in case of written assessments especially through the presumption of authorship, the examination is graded as failed or with 1.0. The examination commission can decide about the exclusion from the degree. The faculty mandates the exclusion.

It is the responsibility of the respective curriculum commission to implement these standards in an appropriate way (warning, sanction, exclusion). Since the framework explicitly mentions the "presumption of authorship", the consequences are graded as follows:

Procedure in case of plagiarism (Section of Computer Science, University of Basel)

First Attempt
- If the documents are technically poorly made – for example wrong/missing references in parts of the text where it is obvious that they do not include any contributions from the student – then the consequence is a warning with the possibility to revise the text in a reasonable time.
- If you try to present work or text from another author as your own, the examination is graded as 1.0 or „FAIL"

Repeated attempt (if the student was already warned in an earlier case)
- If the document is technically poorly made (for example wrong/missing references) work is graded as 1.0 or „FAIL"
- If you try to present a document or text as your own work, the faculty will receive an application for an exclusion from the Computer Science degree (for one semester or more, up to permanent exclusion)

Treatment of plagiarism in exercises (per lecture)
- first attempt: exercise sheet is marked with 0 points
- repeated attempt: no admission to the exam

Prevention of plagiarism

The lecturer points out the possible consequences of submitting plagiarised work to the students.

January, 2018

Contact: Dr. Heike Freiberger, Degree Programme Coordinator Computer Science, heike.freiberger@unibas.ch