

## SHAH & ANCHOR KUTCHHI ENGINEERING COLLEGE, MUMBAI

### INSTITUTE PLAGIARISM POLICY

#### Prologue

Shah & Anchor Kutchhi Engineering College is committed to be one of the pioneering institutes in the field of teaching and research. Academic excellence of Institute largely depends on innovative studies and ideas of research executed by members articulated in the form of assignments, project reports or research papers. All members of the Institute, teaching/ non-teaching staff and students, hold moral responsibility of preserving ethics and integrity in academics and research. Any sort of academic delinquency will be dealt strictly.

#### Definition of Plagiarism

Plagiarism is an act of dishonesty that includes presenting someone else's work as one's own without proper citation of the referenced work.

Following activities can be classified under plagiarism at Institute level:

- Unacknowledged rephrased paragraphs of books, reports and dissertations.
- Submission of false/ fabricated data or result in work.
- Publishing and stealing someone's idea or research work.
- Referring someone's or one's own work without appropriate citation.
- Presenting someone's work as his/her own work without acknowledging the resource due to inadequate knowledge.
- Publishing one's own work multiple times.



## Awareness Against Plagiarism

- Anti-plagiarism service software should be made available at the Institute with accessible login ids to the users.
- Members of the Institute should comply with approved Institute plagiarism policy made available on the Institute website.

## Detection of Plagiarism

The document to be examined must be submitted in both electronic and hard copy format. After submission following action has to taken:

- The anti-plagiarism service of URKUND software ( or any other Anti- plagiarism software available at Institute) will be used to scan electronic file.
- The non-text content like graphs, figures etc. in hard copy can be scrutinized manually before final approval to confirm that the document satisfies all ethical requirements.
- The anti- plagiarism report generated by URKUND software must be submitted along with the document at the time of final submission.

## Action to be taken

In case of low Level Plagiarism, when the citations are not specified appropriately due to incorrect references over the online platform, the student/staff members can be mentored to resubmit the work within the stipulated time period.

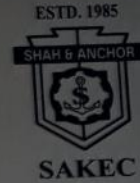
The action in case of any high level academic misconduct will be the discretion of Academic Integrity Committee(AIC), appointed by the Principal, based on the degree of noncompliance of the Institute plagiarism policy.



Mahavir Education Trust's

# Shah & Anchor Kutchhi Engineering College

Affiliated to University of Mumbai, Approved by D.T.E. & A.I.C.T.E. | Awarded 'A' Grade by D.T.E., M.S. | Provisionally Accredited by National Board of Accreditation for UG Programs in Electronics Engineering and Computer Engineering for Two years w.e.f. 06-08-2014



The discrepancy found in any of the submissions by students, teaching/ non-teaching staff members of Institute which is against academic integrity of the Institute must be reported to the Registrar officially. The registrar may forward the complaint to the concerned authority for preliminary evaluation within a week after receiving the complaint. In case of assertion of misconduct in primary investigation, the case must be transferred to the AIC for further action.

The recommended action of AIC may be as follows:

- In case of academic misconduct found in submitted work, the candidate would be asked to redo the work and submit in stipulated time period.
- The magnitude of punishment should depend on the degree of plagiarism found in submitted work by the candidate.
- Strict action should be taken against the candidate if found guilty many times.

The report of the AIC committee shall be submitted to the Principal of the Institute for acceptance and further action.

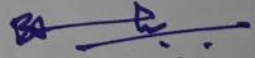
The candidate can appeal against the order within a period of one month to the higher authority to put forward his/ her fact overlooked by the committee, if any.

## Disclaimer

The Institute reserves the right to amend plagiarism policy any time without prior notice to incorporate necessary changes as per requirements.

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Dr. Bhavesh Patel  
Principal