

ADBU: ANTI-PLAGIARISM POLICY

1. Introduction

1.1 This “Anti-Plagiarism policy” is subject to the ADBU “Policy for Research Promotion”.

1.2 Assam Don Bosco University following UGC regulations has made plagiarism check mandatory for all its PhD research scholars (Notice F09/BM/17-13 dated 10 November 2017). Students submitting Master’s dissertation and project reports are highly encouraged to use the plagiarism checking facility available in the three campuses of the University.

1.3 According to the Merriam-Webster online dictionary, to “plagiarize” means “to steal and pass off (the ideas or words of another) as one's own, to use (another's production) without crediting the source, to commit literary theft and to present as new and original an idea or product derived from an existing source.”

2. Protocol for the use of “Grammarly” Plagiarism Checker

2.1 Access to the “Grammarly” Plagiarism Checker licensed by ADBU will be with the Librarians of the three campuses at Tapesia, Azara and Kharghuli. Since ADBU has only a single user license, the use by different campuses needs to be restricted to specific days as indicated below. Use of this software can be carried out on non-allocated dates also through mutual discussions between the librarians.

Librarian email	Campus	Checking days
chanlang.bareh@dbuniversity.ac.in	Tapesia	Thursday & Friday.
anupam.chanda@dbuniversity.ac.in	Azara	Monday, Tuesday, Wednesday.
gayatri732@gmail.com	Kharghuli	Saturday

2.2 Faculty members or students who want to check documents drafted by them for possible plagiarism are to e-mail a request to the respective librarians with the MS WORD file attached. The email subject should be named: “Plagiarism check”. Students should copy this e-mail to their respective supervisors/guides. Name, Department, School, and Name of the supervisor/guide should be clearly indicated.

2.3 The file should be less than 60 pages and should not contain more than 100,000 characters. The file size should not exceed 4MB. The thesis can be subdivided into various files and more than one file can be submitted at a time.

2.4 After the plagiarism check, the librarian will send the report generated (PDF format) to both the student as well as the supervisor/guide.

2.5 The UGC has not indicated the percentage of similarity permitted. Till further notice with regard to this, ADBU will not certify works containing more than 20% similarity.

2.6 A “Plagiarism Verification Certificate” will be issued by the campus librarian to the concerned PhD supervisor/guide and director of research.

3. Violation and consequences

3.1 As per UGC regulations, the responsibility to ensure that the work is original and free of plagiarism lies with the research scholar and the supervisor/guide.

3.2 Violation of Copyright Act through plagiarism is considered a legal offence and may attract prosecution in the court of law leading to several kinds of penalties depending on the severity of the crime.

3.3 ADBU will not accept PhD theses without the “Plagiarism Verification Certificate”.