



Plagiarism

Plagiarism and Collusion

Pregnancy Matters™ view on plagiarism is to focus on prevention rather than to detect it, by providing learners with information and support on how to avoid plagiarism. The assessor should ensure that learners are made fully aware of what plagiarism and collusion are, how these can be avoided, and the action which will be taken should they plagiarise or collude in the production of their work. This will normally be covered within the learner's information pack given on enrolment.

Plagiarism can be defined as: -

- **quoting word for word another person's work without putting in a link to where you sourced it or the book and author from where it was taken.**
- **paraphrasing another person's work by changing some of the words,**
- **using ideas taken from someone else without referencing it**
- **cutting and pasting from the Internet**
- **submitting someone else's work as part of your own.**

When copied work is referenced, a learner may not meet the relevant grading criteria in the Assessor/Examiner's judgment, but malpractice may not have occurred.

All copied work should be adequately referenced, and speech quotation marks used to show that the quote belongs to another author. Referencing techniques are a key part of how learners provide evidence that supports their knowledge and understanding.

Please see the three examples below:

Best practice:

Professor Scott believes that “environmental reform in Alaska in the 1970s accelerated rapidly alongside pipeline expansion” (Scott, 1999). Alaska is a state in the northern part of the USA, and I believe it is also important to protect the environment in the UK from any pollution from the oil and gas pipelines in the North Sea. Oil spills in Alaska have already caused a great deal of damage to the wildlife there (Scott, 1999).

(The source has been referenced in the two relevant sentences and it is clear to the Examiner that the middle sentence represents the learner's own ideas.)

Poor practice:

Professor Scott believes that environmental reform in Alaska in the 1970s accelerated rapidly alongside pipeline expansion. Alaska is a state in the northern part of the USA, and I believe it is also important to protect the environment in the UK from any pollution from the





oil and gas pipelines in the North Sea. Oil spills in Alaska have already caused a great deal of damage to the wildlife there (Scott, 1999).

(Research has been referenced but it is unclear which parts are learner generated and which parts are from the sourced material. This makes it harder for the Examiner to credit the learner's own ideas.)

Plagiarism:

Environmental reform in Alaska in the 1970s accelerated rapidly alongside pipeline expansion. Alaska is a state in the northern part of the USA, and I believe it is also important to protect the environment in the UK from any pollution from the oil and gas pipelines in the North Sea. Oil spills in Alaska have already caused a great deal of damage to the wildlife there.

(The learner has not referenced or quoted any of the text.)

We take plagiarism seriously and we will check all work submitted by learners:

- All work submitted will be checked for plagiarism by the assessor,
- If a unit or units submitted shows concern for plagiarism this will be investigated by the assessor and internal verifier.
- If found to be plagiarised with insufficient referencing the learner will be given the opportunity to explore this in an interview with the assessor and internal verifier
- If there is a cause for concern the learner will redo any errors that was submitted.

We take the view that there is no intent to plagiarise if the issue can be defined as poor academic skills relating to deficiencies in knowledge and understanding of how to reference. This means there are identifiable attempts to reference but they are not used correctly, resulting in an honest mistake. If unsure speak to your Assessor and they will offer guidance.

Action taken:

- A learner has found to have poor knowledge during an interview about the possibility of plagiarism may be required to resubmit their unit
- A learner may forfeit their right to complete the course, as a result of not resubmitting
- A learner may not get a certificate for the course if they have not followed the procedure to make amends.
- In extreme cases when plagiarism is proven to have continued in additional units after several cautions the individuals' place on the course may be cancelled. Please refer to our Malpractice Policy.



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The information above is taken from pages 7 and 8 from the **Learner Policy Booklet**.

Signing this document is evidence that you have read and understood what is expected when you submit assessments during your completion of the Level 2 counselling skills qualification.

Please sign, date and return to your tutor.

Name:	
Date:	



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