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## Circular - 38 / 2019

Sub: Adoption of the recommendations of the Committee constituted by the University regarding promotion of academic integrity and prevention of plagiarism in Higher Educational Institutions.

The Executive Council in its 33rd meeting held on 28th June 2019 adopted the recommendations of the Committee constituted by the University as follows together with the UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.

## 1 AWARENESS AND TRAINING

- a) During the beginning of every academic session, university shall organize awareness/ orientation programmes to familiarize and introduce new students to the principles of academic integrity and research and publication ethics with special emphasis on plagiarism.
- University may organize such a programme separately for faculty and research scholars inviting resource persons specializing in plagiarism checker and reference management
- c) Author workshops may also be organized for faculty and research scholars from time-to-time, covering with special emphasis on academic integrity and publication ethics.
- d) University may also include the core contents of academic and publication ethics in every academic event of the university particularly in Refresher Courses and other capacity building programmes likely to be organized by the university from time to time.
- University shall introduce a compulsory course on academic integrity and publication ethics to PG and research scholars which may include the following topics:

## 2. ACADEMIC INTEGRITY AND PLAGIARISM

- 2.1 Introduction to the related concepts and important plagiarism detection software and their features, etc.
- 2.2 Introduction of UGC Regulations, 2018 on academic ethics including plagiarism
- 2.3 Scope of acceptable similarities/copying
- 2.4 Measures to curb plagiarism
- 2.5 Role and responsibility of the supervisor
- 2.6 Filtration and preparing documents for submission
- 2.7 Understanding and interpretation of analysis report.

## 3. RESEARCH AND PUBLICATION ETHICS

- 3.1 Guidelines for writing:
  - 3.1.1 Scientific Paper
  - 3.1.2 Abstract
  - 3.1.3 Dissertation and Thesis
- 3.2 Parts of Thesis and its format approved by the University
- 3.3 Research and publication ethics
- 3.4 Citations, Impact factors, journal ranking, H-Index, etc.
- 3.5 Reference Styles (APA, MLA, Chicago, etc.)
- 3.6 Reference Management Software (such as End Note)