

THE UNIVERSITY OF ADELAIDE
SCHOOL OF HISTORY & POLITICS
ASSIGNMENT COVERSHEET

Student Name: _____ ID Number: _____

Course / Subject Name: _____

Tutor's Name: _____

Tutorial Group: Day _____ Time: _____

Level Enrolled: _____

Circle Appropriate Description: tutorial paper / essay / other (Specify)

Tute Week & or Essay question: _____

Due Date: _____ Word Count: _____

Marker's Comments:
Mark:

Declaration:

- I have read and understood the rules relating to plagiarism and related forms of cheating **as set out over the page** (there is no need to print the second page) and included in the guide supplied for this course. I understand that providing only a reference when directly quoting work, without also using quotation marks or indentation, still constitutes plagiarism. No words written by another person are used in the text except where indicated by quotation marks or indentation.
- This submission is a final version and not a draft. It is entirely my own work, it does not include any plagiarised material. It has not been submitted for any other course.
- I give permission for this work to be photocopied, scanned and electronically submitted to check for plagiarism.
- I have kept a photocopy or electronic copy of this assignment that I can produce on demand.

Signed: _____ Date: _____

PLEASE NOTE

Markers may refuse to assess any piece of work that does not have an official University of Adelaide coversheet. Please be sure to make a copy of your work. If you have submitted assessment work electronically make sure you have a backup copy. Essays will not be available from the School of History & Politics Office for collection. If you would like your marked essay returned to you please attach a \$1.45 stamp to a self-addressed A4 envelope.

Plagiarism

If you do not document your sources you will be guilty of plagiarism. Copying secondary sources without acknowledging where the information came from is a serious issue and will result in loss of marks. If you do not understand how to document your essay properly please ask your tutor to explain before you submit the essay. The University has strict guidelines.

University's Policy Statement on Plagiarism, Collusion and Related Forms of Cheating

The following is an extract from the Policy Statement on Plagiarism, Collusion and Related Forms of Cheating. The full policy can be found at: <http://www.adelaide.edu.au/policies/?230>

3. Issues Associated with Plagiarism, Collusion and Cheating

For students, plagiarism, collusion and other forms of cheating are expressly forbidden under the University's Rules for Assessment [<http://www.adelaide.edu.au/policies/?241>], which state that:

1. *No student will submit for assessment any piece of work that is not entirely the student's own, except where either*
 - a. *the use of the words, designs, computer code, creative works or ideas of others is appropriate and duly acknowledged, or*
 - b. *the assessor has given prior permission for joint or collaborative work to be submitted.*
2. *No student will submit as if they were genuine any data or results of laboratory, field or other work that are fabricated or falsified.*
3. *No student will assist any candidate in any piece of assessed individual work, and no student shall accept assistance in such a piece of assessed individual work, except in accordance with approved study and assessment schemes.*
4. *No student will submit the same piece of work for assessment in two different courses, except in accordance with approved study and assessment schemes.*

Any form of cheating in examinations is expressly forbidden in Section 4.5 of the University's Examinations Policy [<https://www.adelaide.edu.au/policies/?465>].

3.3 Responsibilities of the Student

Engaging in plagiarism impedes a student's ability to learn. It is each student's responsibility to:

- 3.3.1 Read and abide by all instructions distributed by the University/Faculty/ School/Department/Teaching Staff including course guides, assessment task requirements and the *Rules for Assessment (based on existing Statute Chapter 17)* and the *University Policy Statement on Plagiarism, Collusion and Other Forms of Cheating*.
- 3.3.2 Seek assistance with their learning and assessment tasks if they are unsure of appropriate forms of attribution and referencing for their discipline.
- 3.3.3 Submit assessment tasks according to staff instructions.
- 3.3.4 Submit for assessment, whether by examination or otherwise, only their own piece of work, except where:
 - i the works of others is appropriately acknowledged
 - ii the assessor has required, or given prior permission for group or collaborative work to be submitted.
- 3.3.5 Not allow their own assessment work to be copied by another student with the intention to deceive the assessor.
- 3.3.6 Not produce all or part of an assessment work for another student with the intention to deceive the assessor.
- 3.3.7 To use quotations, paraphrasing, referencing and attribution in accordance with accepted academic conventions and with any explicit instructions given by the assessor.

3.4 Types of plagiarism, collusion and other forms of cheating that will incur penalties

Plagiarism that will incur penalties can take several forms:

- i. Presenting works in any format, without appropriate attribution to the original source (see examples given in *Guidelines and Procedures for Implementing the Policy Statement on Plagiarism, Collusion and other Forms of Cheating*) [<http://www.adelaide.edu.au/policies/?230>].
- ii. Paraphrasing sentences or whole paragraphs without due acknowledgement by reference to the original work.

Related forms of collusion and cheating that will be treated in the same way as direct plagiarism include:

- iii. Submitting assessment work with the intention to deceive the assessor as to the contribution made by the student submitting the work.
- iv. Students separately submitting the same piece of work with the intention to deceive the assessor as to the contribution they have made to the assessment work.

A student submitting the same piece of his or her own work for two (or more) different courses, without the assessor's permission.