Dear KOI students,

As we all know our institution has always bound to its principles, and values and strongly condemns plagiarism. Recently there have been cases where students are found neglecting the assignment guidelines and copying the contents directly from the internet. It is a matter of great concern that we follow prescribed guidelines and understands what plagiarism is and how to avoid it. It is a good practice that all the students and academic members should acknowledge the origin of ideas that form the basis of their writing. Non-adherence to it this a breach of academic integrity.

Plagiarism is an act in which an individual presents someone else’s work without their permission and acknowledgment. If a student is found involved in plagiarism, it can greatly impact his career. There are cases where a student misses out to include the citation details which may lead to unintentional plagiarism. But still, this may lead to an academic penalty, and it becomes one’s own responsibility to avoid plagiarism in all forms.

**By following the below ways, we can try to avoid plagiarism:**

* Tracking all the referred sources and providing appropriate referencing
* Using tools and software to check the plagiarism before submitting
* Providing text citation of actual referenced sources
* Adding own ideas and thoughts by understanding source materials
* Bringing out originality in work through proper research

Copying the contents of friends or other students to submit one’s assignment is also a form of plagiarism. It must be noted that the student who gives their essay to copy are not doing a favor but are spoiling their careers and if found guilty it will lead to a problem for both the students.

**The following are the consequences if a student is found practicing plagiarism:**

* It can destroy the reputation of the student and can go up to suspension
* Professional reputation will be damaged and will ruin one’s career
* It can become a hurdle in getting a respectable job
* Academic position can be affected by getting debarred from publishing in any of the journals
* Legal consequences can also happen if it comes to copyright and patent issues
* Monetary repercussions can also happen if the author sues a plagiarist

There are many reasons why people tend to plagiarize work. One reason for this is that people are lazy and want to get their work done easily. Some people panic and get themselves under pressure resulting in the poor organization of work and lack of time management. Few people lack confidence and feel that doing research will be difficult and tend to paraphrase other essays.

**The following ways can be practiced for bringing awareness in the student community about plagiarism:**

* Provide clear statements on the syllabus on the consequences of plagiarism
* Designing the assignment on focused topics instead of general topics
* Develop bonding among students so that they feel free to reach out for any clarifications
* Provide students with proper time management by providing suitable breakdowns of assignment
* Provide seminars focusing on methods of research and organizing the study materials

Plagiarism should also be avoided in paraphrasing. We should not rewrite other person’s work and change their wording. We should always understand the contents, do proper research, and then write it according to one’s understanding.

One of the best practices to avoid plagiarism is to learn the concepts, understand them and then write it on their own acknowledging the sources of reference materials. We must always take care before submitting our documents and cross-check if all the references are given appropriately. If we need to use another person’s work, then proper consent must be taken, and acknowledgment must be provided.

Kind regards,

Basantha Bhattarai

(KOI Student Spokesperson)

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