



Ref: BUBT-Reg-560-01-25

Date: 28-01-2025

Notice on Distribution of Turnitin Accounts for Faculty Members

This is to inform all faculty members of Bangladesh University of Business and Technology (BUBT) that Turnitin accounts have been procured to enhance academic integrity and support research excellence. Faculty members from various programs are encouraged to use these accounts responsibly for academic and research purposes only.

The following rules must be strictly followed to ensure adherence to ethical standards and the principles of the scientific community:

1. **Authorized Use Only:** Turnitin accounts must be used exclusively for plagiarism detection in academic and research works, including evaluating assignments, theses, and publications.
2. **Confidentiality:** Credentials must not be shared with anyone. Each account is assigned to a specific user and is non-transferable.
3. **Prohibited Activities:** Using Turnitin for any unauthorized or unethical purposes, including personal or non-academic use, is strictly forbidden.
4. **Data Privacy:** Users must respect the confidentiality of students' and researchers' work and comply with institutional data protection policies.
5. **Compliance with Policies:** Any activity violating Turnitin's terms of service or institutional guidelines will result in immediate account suspension and possible disciplinary action.
6. **Handover Upon Termination:** Faculty members leaving their position at BUBT must hand over their Turnitin account credentials to the department head or an assigned authority before their departure. Unauthorized retention or use of the account post-departure is prohibited.
7. **Institutional Investment:** As BUBT has made a significant financial investment in procuring Turnitin accounts, it is the duty of all faculty members to comply with these rules to ensure the proper and efficient use of this resource and protect its value as university property.
8. **Reporting Issues:** Users are requested to report any technical or ethical issues promptly to the administration.

In this regard, all departmental Chairmen are requested to send the list of faculty members (soft copy, with the official email provided by BUBT) to Md. Saifur Rahman, Chairman (Acting), Dept. of CSE, at saifurs@gmail.com by February 02, 2025.



Bangladesh University of Business and Technology (BUBT)

Committed to Academic Excellence

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It is to be mentioned that a Training Session regarding the usage of the Software would be arranged shortly.


28/01/25

(Dr. Md. Harun-or-Rashid)

Registrar

BUBT

Copy for information/necessary action to:

1. P.S. to the Vice-Chancellor
2. P.A. to the Advisor
3. Treasurer
4. Deans of all Faculties
5. Director, IQAC-BUBT
6. Director, MBA & EMBA Programs
7. Controller of Examinations
8. Chairmen of all Departments
9. All Faculty members
10. BUBT Website
11. Office copy