School of Infocomm (SOI)
Guideline on Academic Dishonesty and Plagiarism

SOI is committed that all SOI students who submit work for assessment receives due credit for their work. This means that it is unfair and wrong for students to submit work for assessment that dishonestly represents the work of others as their own. This is called plagiarism and it represents a common form of academic dishonesty given as there is intent to deceive the assessor.

Plagiarism is broadly defined as knowingly presenting another person's ideas, findings, or work as one's own. This also means copying or reproducing the work without due acknowledgement of the source. Work submitted for assessment may be regarded as plagiarised where significant portions of the work has been reproduced from the work of another student(s), since this exceeds the boundaries of collaborative learning.

Collaborative learning can be defined as any constructive educational and intellectual activity that aims to facilitate optimal learning outcomes through interaction between students, including
- researching, writing and/or presenting joint work;
- discussion of general themes and concepts;
- interpretation of assessment criteria;
- informal study / discussion groups; and
- strengthening and development of academic writing skills through peer assistance.

i)   Within individual assignments (those not explicitly labelled group assignments), discussion with other students is legitimate but joint writing of solutions or viewing another student's solution is not.

ii) Within group assignments, joint writing of solutions is legitimate and expected, but the work must bear all and only the names of the actual contributors. Parts of group assignments labelled as individual can be legitimately shown to and discussed in detail with other group members, but must be written by the individual alone.

Within the discipline of IT, the following activities are frequently associated with plagiarism and are therefore treated as evidence of academic dishonesty except when carried out legitimately within a declared group project:

i)   making files associated with assessed work available to others, by any means (making such files available is always beyond the boundaries of collaborative learning);

ii) attempting to view files owned by another student without permission, even when those files have been made accessible to others;

iii) encouraging other students to carry out operations which have the effect of making files accessible;

iv) using another student's computer while that student is temporarily absent;

v)   taking other students' work from a printer;

vi)   using any quantity of material from one or more web sites or other published sources without acknowledgement and attempting to pass it off as one's own work, is also plagiarism with intent to deceive.

Other forms of academic dishonesty include:

vii)   recycling (the submission for assessment of one's own work, or of work which is substantially the same, which has previously been counted towards the satisfactory completion of another unit of study, and credited towards a polytechnic diploma, and where the assessor has not been informed);
viii) fabrication of data;
ix)   the engagement of another person to complete an assessment or examination in place of the student, whether for payment or otherwise;
x)   communication, whether by speaking or some other means, to other students during an examination;
xi)   bringing into an examination and concealing forbidden material such as text books, notes, calculators, mobile phones or computers;
xii) attempts to read other students' work during an examination; and
xiii) writing an examination or test paper, or consulting with another person about the examination or test, outside the confines of the examination room without permission.

Students submitting work for assessment in SOI will be required to sign a declaration stating that, except where specifically acknowledged, the work contained in the assignment / project is their own work, has not been copied from other sources and has not been previously submitted for award or assessment.

Where there is a question about a student's contribution, then in order to arrive at the final mark/grade for the assessment, students may be:

i)   asked to identify those portions of the work contributed by them personally and required to demonstrate their knowledge of the relevant material by answering oral questions or
ii)   asked to undertake supplementary work, either written or in the laboratory.

SOI is opposed to and will not tolerate Plagiarism. It is the responsibility of all students to:
•   ensure that they do not commit or collude with another person to commit Plagiarism;
•   report possible instances of Plagiarism; and
•   comply with this guideline on Academic Dishonesty and Plagiarism.

ASSIGNMENT / PROJECT – INDIVIDUAL / GROUP ASSESSMENT

AIITP

Module : _____

Deep learning fundamentals

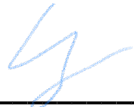**Assignment or Project Number and / or Name :** _____

_____

Loo Sai Lam

Assessor or Supervisor Name : _____

DECLARATION

I declare that I have read and understood SOI's *Guideline on Academic Dishonesty and Plagiarism.* I understand that failure to comply with the *Guideline on Academic Dishonesty and Plagiarism* can lead to severe penalties.

21066332

Student ID: _____

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Student Name: _____

Signed: _____

20/4/2022

Signed Date: _____