

BISLA Plagiarism and Cheating Policy

Updated: February 2022

OFFICIAL POLICY

All assignments at BISLA should be: [a] based on your reading of the sources, [b] based on your analysis of the sources, and [c] written or produced by you.

BISLA closely monitors the usage of artificial intelligence (AI), such as Chat GPT, and adheres to the standard principles of plagiarism. We advise students to refrain from using such tools while working on assignments. Any violation or suspicion of plagiarism using the AI will be dealt with through standard means specified in the BISLA plagiarism and cheating policy.

If a teacher suspects an assignment is not your work, that teacher may require you to answer questions about the topic of the assignment or about the assignment itself. These questions may be verbal or written. If you are unable to answer these questions, the teacher may dock points from your assignment or give you a 0 for the assignment.

If a teacher has evidence that an assignment is not your work, that teacher is required to refer you to an academic disciplinary committee. If you are found guilty of plagiarism or cheating, you will, at minimum, receive an Fx on the assignment. Any further action taken by the Disciplinary Committee is specified in the Disciplinary regulations.

In addition to these penalties, a student who is found guilty of plagiarism or cheating may be expelled from BISLA. The disciplinary committee may, at its own discretion, choose to put a student on academic probation if it is the student's first offense. If it is the student's second offense or if there is evidence that the student has plagiarized or cheated multiple times, that student should be expelled.

BISLA offers help to students within its Teaching and Learning Center. Students are assigned different types of mentors to help them with their academic journey through the three academic years of the bachelor program. For more information about TLC, look at <https://www.bisla.sk/tlc/>

BEST PRACTICES

Plagiarism

If you use a statement, quote, argument or idea from someone without giving them credit, you are guilty of plagiarism. You can avoid plagiarism by citing your source(s). You should cite your work/self to avoid self-plagiarism when using your published or unpublished writing, presentations, or articles.

BISLA citing norms comply with APA7 (<https://apastyle.apa.org/>) as this style is used for writing a bachelor thesis. We advise all the teachers to make APA7 mandatory for writing assignments.



You must cite a source in two cases: [a] whenever you are using the exact wording of the source (in this case, enclose the words in quotation marks; if you add words to the quotation, use square brackets) and [b] whenever you are summarizing or paraphrasing a statement, argument, idea or narrative from the source. As a result of not doing so, you are guilty of plagiarism. If an entire paragraph in your paper is a summary or paraphrase, feel free to leave your citation until the end of the paragraph. You do not need to put a citation after every sentence in this case.

You usually do not need to cite a source when you are referencing a commonly known or agreed-upon fact, e.g., "On September 1, 1939, Nazi Germany invaded Poland." When in doubt about whether or not to cite something, contact your teacher for clarification.

Cheating

If you pass off others' work as your own or if you help someone else do so, you are guilty of cheating.

For example, if you give your assignment to another student to copy, that student is guilty of plagiarism; you are guilty of cheating. To give another example, if you give another student the answer to an assignment or on a test, but nothing is literally copied, it is not plagiarism, but you are both still guilty of cheating.

In general, you should avoid showing your assignments to other students, unless it is to receive basic feedback or help editing, and you should never show your assignments to students whom you do not trust not to copy them. If a student copies your assignments, it is your responsibility.

If you are unsure about any section of this policy, you can consult your academic advisor to learn more.