UCD School of Electrical and Electronic Engineering

Plagiarism Protocol

1. School Plagiarism Advisor

The plagiarism advisor for the School of Electrical and Electronic Engineering is Dr Xiping Wu.

2. Membership of the Committee

The plagiarism committee in the School of Electrical and Electronic Engineering is a single school committee. It deals with alleged cases of plagiarism in all modules delivered by the school on the Dublin campus. The chair of the committee is Dr Xiping Wu. The committee has two additional members, Dr Declan Delaney and Dr Deepu John. If a member of the committee is the module coordinator for the module involved in a particular case, a replacement will be arranged.

3. Referencing / Citation Systems

The School of Electrical and Electronic Engineering recommends that students use either the Harvard referencing style or the IEEE referencing style. However, a module or an assignment may require that a specific citation system be used. A small assignment might not require a formal citation system, but in all cases, it is essential that all material from other sources is acknowledged.

Information on the Harvard style is available from the UCD library at:
https://libguides.ucd.ie/harvardstyle

Information on the IEEE style is available at:
https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf

4. Module Coordinator Action

The module coordinators must ensure that their students are briefed on avoiding plagiarism (https://libguides.ucd.ie/academicintegrity/tutorials) and providing them with information about expectations for citation methods prior to the students submitting assessments or taking examinations.

As specified in the UCD Student Plagiarism Policy, minor cases of plagiarism, which could be viewed as poor academic practice, may be dealt with directly by the module coordinator. This will usually involve some reduction in the grade for the assignment. However, if the case is serious enough to warrant a grade of NM for the assignment, the module coordinator must refer the case to the school plagiarism committee.

5. Notification of Suspected Cases of Plagiarism

When plagiarism is detected or suspected in work submitted, the module coordinator will notify the student that the work is being considered as an alleged case of plagiarism, and whether the case is being referred to the school plagiarism committee.

If the case is referred to the school plagiarism committee, the chair of that committee will communicate with the student, as specified in the UCD Student Plagiarism Policy.

Note: This protocol is additional to the UCD University policy (UCD Student Plagiarism Policy). It describes the additional procedures when implementing the University policy in the School of Electrical and Electronic Engineering.