JAYPEE UNIVERSITY OF INFORMATION TECHNOLOGY

(Established by H.P. State Legislature vide Act No. 14 of 2002)

CODE OF ETHICS FOR RESEARCH

A. CODE OF ETHICS FOR RESEARCH

1. Preamble:

A code of ethics helps in providing ethical guidelines to promote ethical research, honesty, integrity, trust and professionalism. All concerned (faculty & staff members, Research Scholars and UG/PG students) must observe and promote the principles of integrity in scientific and scholarly research. Further, taking into consideration the diversity of research subjects, the guidelines given in this policy will be helpful to the researchers to carry out the research in their respective areas with responsibility and ethical obligations. Therefore, the policy shall be a guiding document for researchers. The academic dishonesty, scholarly offences and plagiarism related issues are critically examined in the university.

2. Research Ethics and plagiarism:

The ethics emphasize that research work/theses must be original. Manuscripts submitted by faculty/research scholars should be free from any plagiarism, falsification, fabrications, or omission of significant material. Faculty/ research scholars must avoid conflicts of interest or the appearance of conflicts of interest throughout the research process. All co-authors of a manuscript should have made substantial contribution and share accountability for the results.

Plagiarism is an academic offense which can ruin academic and research reputation of any academicians or the parent institute. It degrades academic standard and creates a negative impact on the professional front as well. It is an act of academic misconduct which can broadly be defined as using another person's words or ideas without giving credit to that person. Use of Internet in day to day lives makes plagiarism issue a very serious and critical one. Plagiarism through ignorance happens sometimes but in a majority of the cases plagiarism happens deliberately, even poor vigilance can also offer a mean to plagiarize. Therefore, the purpose of the document is to establish and ensure a framework, based on ethical guidelines issued by the University Grants Commission (UGC) through its notification **'Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions, 2018'** Regulations dated July 23, 2018.

3. Scope:

The Code of ethics - plagiarism policy is applicable to the following categories:
1. Faculty members who are engaged in research and research publications

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2. Research Scholars
3. Post Graduate Students
4. Under Graduate Students

4. Inclusion of research ethics in the research methodology course work:

Every registered research scholar (fulltime/part time) needs to take the "Ethics, Intellectual Property Issues and Plagiarism" as core course of 1 credit in the course work. The primary objective of the course is to enable students with basic concepts of philosophy of science, ethics and intellectual property rights for protecting innovations in different sciences along with modes of tackling plagiarism and developing academic integrity.

5. Obligations of Researcher:

The quality research always helps in enhancing the reputation of an institution. Therefore, it is essential for research community to follow ethical standards while carrying out the research. The research should recognize the relevant ethical principles, comprising of ownership, authorship, pressing data and results, acknowledgement, citation and avoiding any misconduct.

6. Research dishonesty:

It is academic misconduct. It has various forms like falsification and fabrication of data, manipulating and misrepresentation, incorrectly attributing authorship, using someone's idea as your own, paraphrasing, plagiarism, etc.

7. Sharing of Research output:

It is also unethical to communicate the research paper for publications in two or more publishers simultaneously. Retrain from circulating the findings of an accepted manuscript to general public before its publication. The researchers shall share the findings with those who contribute in carrying out the research or contribute to data set.

8. Authorship:

Certify that the only factual or valid data, information and research results shall be reported in the research output published in journals, conferences, books and workshops, etc. Responsibility for decisions regarding the authorship of publications lies with those who carried out the work reported in the publication.

9. Cite and verification of plagiarism:

The author shall cite or give credit to published or unpublished work as well as information taken from the website. The plagiarism shall be checked very precisely using standard software before submitting for publication. The master

degree dissertations and doctoral theses shall be checked as per the UGC notification.

10. Mechanism for detecting plagiarism:

To enhance quality of research, anti-plagiarism software has been used. Research scholars before submitting their research papers/theses for publications/award have to check for plagiarism as prescribed in UGC's notification *'Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions, 2018'*.

10.1 For Doctoral theses and PG dissertations:

All Ph.D. theses and PG dissertations/project reports are verified through anti-plagiarism software TURNITIN and URKUND before the final submission. A certificate is issued verifying the similarity index up to 10%. Only after this verification thesis or project report submission is permitted. The JUIT has been following UGC norms for verifying the Ph.D. theses and Master degree dissertations.

All faculty members have been provided with personal logins to verify own publications or publications or their research scholars before submitting to the publishers.

10.2 For UG project reports:

The JUIT has been also using anti-plagiarism software (Turnitin/Urkund) to verify project reports of UG students. The students have been allowed to submit their project reports with similarity index of less than 30%. Other parameters like string of 20 words (consecutive words) along with quoted material, figures, tables and bibliographic material can be excluded at the time of plagiarism verification.

A plagiarism verification report (certificate) shall be obtained by the student before the submission of doctoral theses, master degree dissertations and project reports from the Library.

11. Maintaining records:

Researcher needs to keep actual records of observed facts, data or observations. The researcher also has to maintain complete record of the acquired or generated data along with results.

B. UNFAIR MEANS / PLAGIARISM IN CLASS WORK

Any case pertaining to purported resorting to unfair means / plagiarism during the Class Work / Quizzes/ Submission of Seminar Report/ Dissertation/ Practical's/ Laboratory Classes/ Projects etc. shall be dealt with by the appropriate committee/ persons of the concerned Department as nominated by the HoD with information to Dean (A&R). In cases of serious nature/grave offence in opinion of the Dean (A&R) /Departmental Committee/ HoD, the matter shall be referred to the Vice Chancellor for investigation through a Constituted/Standing Committee of the University. These offences could be:

(a) Which have occurred before or after the Examination, or partly before and during or during and after the Examination;

(b) Which have been detected after the Examination/declaration of the result/award of the degree;

(c) Which has been reported or detected after a research paper report/note/communication has been published in a Research Journal widely circulated magazine/Proceedings of conferences/ seminar or a monograph/ book, and or any electronic device.

(d) The penalty in such cases of unfair means/plagiarism which have been found to be true and shall be recommended by the appropriate constituted committees of the Department/ University Standing Committee, as the case may be.

The imposition of any such penalty shall be at the discretion of the Vice Chancellor, who, after considering the full facts and the report on the matter

i. may impose the same penalty,

ii. may reduce the penalty, or

iii. may enhance the penalty as recommended by the committee.

Signature		
Name	Prof. Ashok Kumar Gupta	Prof. Rajendra Kumar Sharma
Designation	Dean (Academics & Research)	Vice Chancellor