Appendix D:
Standards of Scholarly Integrity

Practices used in preparing reports vary among the many disciplines of the University; but whatever their form, integrity in carefully recording the sources of ideas attributed to others is, like training in methodology and techniques, an integral part of training in research. Integrity applies to all courses, Schools and disciplines.

1. Confidentiality of Data

In some disciplines, particularly in the social sciences, education and health fields, the research worker must obtain the consent of individuals to gather and record data or to access data concerning them. Those who have made the research possible must be protected from inconvenience or embarrassment through the release of personal information. The confidentiality of the individual records must be protected during and after the study and anonymity must be preserved in the publication of results. When data are stored in computers, arrangements should be made to prevent unauthorised access to the files.

Candidates undertaking research with human participants, animals, recombinant DNA or ionizing radiation are required to have ethical aspects of their project considered by the supervisor and Dean and approved by the University Research Projects Ethics Committee before commencing work on the project.

2. Ethical Standards to be followed

Scholars are expected to develop a pervasive attitude of intellectual honesty. Except where access to data has been provided on the basis that confidentiality will be maintained and that publication of results will be restricted, the high standards expected include a willingness to make results available to others for evaluation and review and the avoidance of any conflict of interest. In the interest of maintaining quality, premature publication should be avoided. In scientific laboratories there will normally be written, detailed and explicit procedures for gathering, storage and analysis of data so that results can, when necessary, be checked by others.

Generosity in recognising the accomplishments of one's predecessors, co-workers and research assistants is an important component of integrity. This is achieved by appropriate citation of the contributions of others in any report or publication. Failure to acknowledge adequately the work of others is a form of plagiarism. At times students will make material they have produced available to staff members: for example, when supervisors are asked for advice. In such cases staff members should take care not to use the material for any purpose other than the one for which they have received it. At other times, data will be produced by one member of a research team for which it will normally be the case that other members of the team will also be free to use the data. In every case, appropriate acknowledgment for the work of others must be made.

3. Cheating

Cheating is a form of deceit with a view to gaining an advantage. Research workers who cheat usually do so by plagiarism, and falsification, and deliberate misinterpretations of data.

4. Plagiarism

Plagiarism is defined as reproduction and presentation of the work of others without acknowledgment. It is the attempt by an individual to receive credit for the ideas or language of others. A major form of plagiarism occurs when a substantial segment of another's work is reproduced without acknowledgment. Lesser levels of plagiarism occur through presenting as novel the ideas of others but paraphrasing the words used in the original text.

Examples of plagiarism have been given by Brian Martin in the October 1984 issue of the Journal of Tertiary Educational Administration. These include:

> **'word-for-word'** - this usually occurs through taking whole paragraphs, pages or even chapters, either published by others or given a more limited circulation through typewritten drafts or mimeographed material circulated to a limited few. In course work this often occurs when an assignment submitted by a student in an earlier year is resubmitted by another student.
>
> **'paraphrasing plagiarism'** - may involve the presentation of generalisations on the work of a classic author drawn from an unacknowledged secondary source. This gives the impression that the researcher has examined the original work and has derived new interpretations of it.

Nevertheless, it is not always easy to distinguish between plagiarism of an individual's work and drawing on the common stock of knowledge.

In all academic work, and especially in a thesis, it is important to cite the sources from which ideas have been drawn. Martin comments on the significance of plagiarism as follows -

> .....The significance of plagiarism can vary widely depending on its extent, strategic location, and the context in which it occurs. An isolated instance of plagiarism - one sentence or paragraph, for example - would not usually be cause for concern, whereas a paper copied almost verbatim would be considered a gross violation of academic norms. Strategic location refers to centrality in an academic presentation. Plagiarism in crucial points of argumentation is more serious than in a largely extraneous literature review. Finally, the overall context of plagiarism must be considered: the nature of the contribution, scholarly or otherwise..... ([1]Martin, p.185).

Each candidate is required to include in the thesis a signed statement that the work is original 'except as acknowledged in the text'. The full statement is contained in the section of these regulations concerning the preparation and presentation of the thesis

5. Research Fraud

The most common forms of fraud in research are falsification and misrepresentation of data. In some cases the fraud is not detected at the time but later, and in such cases any degree awarded is revoked, and the consequences for career and reputation are severe. The dangers of falsification of data are well expressed in this quotation:

Since scientific advances depend on accurate collection, analysis and reporting of information, dishonest reporting misleads others and results in a waste of resources, both human and monetary. If practiced in clinical research, falsification could even be directly dangerous to humans. Falsification of data ranges from fabrication to selective reporting, including the omission of conflicting data (*Association of American Universities*, p.1).

Note: The compilers of these standards acknowledge a general debt to the provisions of the University of Queensland Doctor of Philosophy Regulations.

[1] Brian Martin: 'Plagiarism and Responsibility', Journal of Tertiary Educational Administration. 16(2) October 1984