



PRESIDENCY
UNIVERSITY



STANDARD OPERATING PROCEDURE PLAGIARISM : RESEARCH

SOP - Plagiarism Check for Research Work

General Information

- SOP Title: Procedure for Plagiarism Check for Journal Articles, Conference Papers, Book, Edited Books, Book Chapters and other Research Work
- SOP No.: PULKRC/SOP/02
- Scope: Applicable to all registered Students, Research Scholars and Faculty Members from all Schools and Centres at Presidency University Bangalore
- Effective from:
- Approval Date:

Brief Description

The procedure of plagiarism checks for Journal Articles, Conference Papers, Book, Edited Book, Book Chapters and other Research Work before submitting for publication with the Presidency University, Bangalore Affiliation is a practice for preserving academic integrity and establishing originality in Research Work. Subscribed plagiarism detection tool will be used by the Library to check the similarity and AI content in the submitted Research Work to ensure the content has not been copied or quoted without proper acknowledgement. This practice aligns with the Zero-tolerance Policy for Plagiarism of the Presidency University, Bangalore and ensures that the research document is free of unauthorized use of sources and keeps the ethical standards high. It has great importance that the Students, Scholars and Faculty Members recognize and adhere to the University **Plagiarism Policy** while submission of their Research Work for plagiarism check.

Guidelines for Submission

- The University subscribed Plagiarism Detection Tool for similarity and AI certification, should primarily be used for final versions of Research Work to avoid excessive iterations.
- The submitted document for plagiarism checking should clearly indicate the affiliated author(s) from Presidency University, Bangalore and must be sent from the official institutional email ID (e.g., ***@presidencyuniversity.in) of the author(s) to ensure the authenticity and integrity of the submission process.
- For Journal Articles, Conference Papers, Book Chapters, Books, Edited Books, or any Research Work, the same document will be allowed to be checked a **maximum of two times** (including requests received either from Students, Scholar or Faculty Members) to avoid repetitive submissions and maintain a balanced load on the University-subscribed Plagiarism Detection Tool, ensuring maximum allowed by the Platform.
- Students, Scholars, and Faculty Members are expected to dedicate sufficient time to finalizing their drafts of Research Work before submission.
- The submitted Research Work found with a **similarity of 40% or more and AI-generated content with 20% or more** in the first check will not be considered for further similarity/AI checks. Library can take required measures to identify the repeated Submissions of denied Research Work.

- Following the Guidelines mentioned in the University Grants Commission (2018) *Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions Regulations (p10)*, the research work carried out by the Student, Scholar and the Faculty Members shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities.
- In cases of self-plagiarism, if published content is flagged for similarity, author(s) are advised to rewrite the content. Requests to filter self-plagiarised content in Plagiarism Detection Tools will not be considered for Journal Articles, Conference Papers, Books, or other research work.
- The maximum similarity of the submitted Research Work excluding references and direct quotes **must not exceed 10%**.
- The similarity/AI check shall be applied from abstract to last section/page of the Research Work with **match exclusion threshold of 8 words**.

Procedure

S. No	Particulars	Description
1.	Stakeholders	1. Author(s) of the Research Work 2. Library and Knowledge Resource Centre
2.	Role of Stakeholders	Stakeholder 1- <ul style="list-style-type: none"> • Ensure the completion of the submitted Research Work in all respects, adhering to the Presidency University, Bangalore Plagiarism Policy. • Submit the Word file (avoid PDFs) of the Research Work for plagiarism check to the Library and Knowledge Resource Centre. Stakeholder 2- <ul style="list-style-type: none"> • Check the submitted Research Work using the University's subscribed Plagiarism Detection Tool. • Provide the similarity and AI reports (20% and above) to the Author and relevant authorities included in the email loop. • Offer support to stakeholders in addressing inquiries received via library.services@presidencyuniversity.in • Forward grievances of author(s), if they are beyond the scope of the Library, to the appropriate authorities, if necessary.
3.	Library Service Request Email ID	library.services@presidencyuniversity.in
4.	For any Question/Query Email ID	chief librarian@presidencyuniversity.in



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