

Faculty of Medicine, Nursing and Health Sciences Policy

Policy Title	Turnitin Policy - Faculty of Medicine, Nursing and Health Sciences
Date Effective	March, 2018
Review Date	December 2021
Policy Owner	Deputy Dean Education Faculty of Medicine, Nursing and Health Sciences
Category	Academic Quality and Standards
Version Number	2
Content Enquiries	Email: med-quality-fmnhs@monash.edu
Scope	This policy applies to all undergraduate and postgraduate coursework courses and units offered in the Faculty of Medicine, Nursing and Health Sciences as well as units in which the Faculty has majority teaching responsibility.
Purpose	
POLICY STATEMENT	

The Faculty requires academic staff to utilise Turnitin a similarity detection software prior to assessing any written work comprising 1,000 words or more (excluding referencing). If the Similarity Index from Turnitin exceeds 15% (excluding referencing), the Faculty requires academic staff to review the student's written work to determine;

- 1) whether the student has plagiarised unintentionally,
- 2) whether the student has plagiarised intentionally or
- 3) whether there is no case to answer.

[Please refer to the Academic Integrity, Plagiarism and Collusion procedure](#) and the [Academic Integrity Flowchart](#).

Recommended Submission Methods

Multiple attempts. Use either:

- Turnitin assignment 2 or
- Standard Moodle assignment with integrated Turnitin settings

Single attempt. Use:

- Standard Moodle assignment with integrated Turnitin settings

Note that the Turnitin assignment 2 activity in Moodle is not consistent with the single submission attempt and therefore cannot be used for this type of submission attempt.

For Turnitin assignment 2 settings refer to Section 3.2 at:

<http://www.intranet.monash.vle/turnitin/creating-a-turnitin-assignment-detailed> and set the Report generation speed to 'Generate reports immediately, reports can be overwritten until due date.

For the Moodle assignment with integrated Turnitin settings refer to the advice provided by the Faculty eLearning team:

<https://elearning.med.monash.edu.au/turnitin-integrated-moodle-assignment>

Undergraduate students

Students undertaking units at a first or second year level will be permitted multiple submissions using either the standalone Turnitin 2 assignment or the standard Moodle assignment with integrated Turnitin settings.

For students enrolled in third and fourth year level units, only a single submission is permitted using the standard Moodle assignment with integrated Turnitin settings.

Postgraduate students

As a general rule, students enrolled at the postgraduate level will be permitted a single submission attempt using the integrated Turnitin assignment setting.

The unit coordinator/chief examiner can allow multiple submissions using either the standalone Turnitin 2 assignment or the standard Moodle assignment with integrated Turnitin settings, in circumstances where essay based assessment may not necessarily have been undertaken at an early stage in the student's degree program and the student is in the first semester of a Graduate Entry Masters program or Professional Masters course and enrolled in initial units of study.

Breach of Academic Integrity

Please refer to the Faculty's Academic Integrity, Plagiarism and Collusion [Policy](#) and [Procedure](#) as well as the student [academic integrity flowchart](#) which outlines the steps involved with a suspected breach of the [Student Academic Integrity Policy](#).

Supporting Procedures	Faculty Academic Integrity, Plagiarism and Collusion Procedure: https://www.monash.edu/medicine/study/student-services/policies/academic-integrity,-plagiarism-and-collusion-procedure
Responsibility for implementation	Office of the Deputy Dean Education
Status	
Approval Body	Academic Quality and Standards policies Name: FACULTY LEARNING & TEACHING COMMITTEE (LTC) Meeting: Executive approval by Chair Date: 8 March 2018 Agenda item:
Endorsement Body	Academic Quality and Standards policies Name: Meeting: Date: Agenda item:
Definitions	Single submission attempt: work submitted by the student for assessment via the Moodle assignment with integrated Turnitin settings is the same work that is uploaded to Turnitin.

	<p>Multiple submission attempts: work submitted by the student can be submitted to Turnitin an unlimited number of times, reviewed and adjusted before final submission.</p>
Legislation Mandating Compliance	<p>Monash University Statute Academic Board Regulations</p>
Related Policies	<p>Faculty Academic Integrity, Plagiarism and Collusion policy: https://www.monash.edu/medicine/study/student-services/policies/plagiarism</p> <p>Student Academic Integrity Policy: http://www.monash.edu/_data/assets/pdf_file/0004/801841/Student-Academic-Integrity-Policy.pdf</p>
Related Documents	<p>Further details found at: http://elearning.med.monash.edu.au/turnitin</p> <p>Student academic integrity flowchart: http://www.med.monash.edu.au/intranet/policies/student-academic-integrity-flowchart-faculty.docx?_ga=2.154018545.850852484.1509923093-688281190.1508363395</p>