European School Bergen

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Guidelines on plagiarism and misuse of Artificial Intelligence (AI)

The school treats instances of plagiarism and misuse of Artificial Intelligence very seriously. It is a form of academic dishonesty – cheating, in fact and is considered an offence against intellectual property rights.

A simple definition of plagiarism is to use someone else's words or ideas and to pass them off as your own. Plagiarism can appear in various forms, for example (this list is by no means exhaustive):

- to take someone else's idea and put it into your work without acknowledgment;
- to copy a section from a web page and paste it into your work without acknowledging the source;
- to use a bot to produce your work without permission and without acknowledging the source;
- to copy a section from another student's work and include it, without acknowledgment, into your own.
- to submit the same work, for example, a book review or essay, to more than one teacher.

Repurposing content created fully or partially by another, including artificial intelligence programs, is a clear case of plagiarism and cannot be considered as the work of students.

The way to avoid plagiarism is to fully acknowledge the source. This can be done by using a footnote or including a *Reference and Bibliography* section at the end of your work. A simple description of how to acknowledge a source is given on pages 33-34 in *The European Baccalaureate Handbook*: *A Guide for European Baccalaureate Candidates* https://www.eursc.eu/Documents/BAC_Handbook-en.pdf . Students will be taught how to reference correctly for the languages they work in as conventions between different languages vary.

Additionally, on-line grammar and spelling programmes should be avoided. Many of these programmes take an uploaded assignment (a student's intellectual property) and offer it for sale on-line. If a student chooses to use one of these programmes and is accused of plagiarism, they will have to take responsibility for this.

Teachers will use their professional judgement to identify work that is not academically honest.

The school has purchased access to an anti-plagiarism scanner that will more easily identify

work taken from other sources.

Online tools are able to detect a work fully or partially written by a bot (AI). Students need to be aware their work may be scanned in order to verify to whether or not such software has been used.

If the work of the student is not properly cited (plagiarism) or if the student's work has been written, even partially, by an AI software, the following procedure will be followed :

First offense:
Teacher will talk with the student and give them an opportunity to resubmit the work. The original piece of work will be given a '0' as a mark and this will be averaged with the mark that the student is given for the resubmitted work. The average of these two will be the mark for the assignment. The teacher will ask the educational advisers to create a disciplinary event and parents will be informed.

Second offense:
Teacher will talk with the student and give them a '0' for the piece of work. The teacher will ask the educational advisers to create a disciplinary event and parents will be informed.

Third offense:
Teacher will talk with the student and give them a '0' for the piece of work. The student will be brought before the disciplinary council and could face exclusion or expulsion from school.