

## Introduction

Survive and Save Training acknowledges that it is vital to the security and creditability of qualifications to effectively manage plagiarism through ensuring the authenticity of learner evidence. Therefore, all those involved with delivery and assessment of programmes and courses should remain vigilant for signs of potential plagiarism or actual plagiarism at all times.

## What is plagiarism?

Plagiarism is intentionally or unintentionally reproducing (eg copying, rewording, paraphrasing, adapting etc) work that was produced by another person without giving that person credit and presenting it as your own.

Work that can be plagiarised includes - words, ideas, findings/results, diagrams, graphs illustrations, creative work, information, lectures, printed material, electronic material or any other original work created by someone else including work generated by the Artificial Intelligence (AI) technology.

## Artificial Intelligence (AI) in Assessment

Survive and Save Training does not use AI in any form in the assessment of learner's work.

Learners should not use AI to generate any work presented for assessment. All work presented should be the learner's original work. Where any attempts to submit for assessment using AI to generate or complete assessments will be treated as suspected plagiarism and will be investigate as potential malpractice.

## Procedure for managing suspect plagiarism

1. At the beginning of each course the tutor will explain to learners what plagiarism is and how to correctly acknowledge sources of information in their work and assessment tasks.
2. At the end of the course all learners should complete and sign the Authenticity Declaration along with the assessor. This confirms the authenticity of the work submitted and assessed during the course.
3. During a course if potential plagiarism is identified, the tutor should discuss with the learner to identify and clarify knowledge and understanding via questioning or demonstration during practical assessment. This discussion should be recorded.
4. The course tutor should immediately advise a director or survive and Save Training with full details of suspected plagiarism and any mitigations taken.
5. If plagiarism is confirmed following initial investigation by the ATC, it will be treated as suspected malpractice and the company's Malpractice Policy will be followed.
6. Where plagiarism has been identified relevant awarding organisation will be notified in line with the company's Malpractice Policy.



## Plagiarism Policy

### Contact Details:

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