Preventing plagiarism and checking references
- Urkund system in Oulu University

Katja Pura, Data System Services

Kuva: Ilpo Okkonen
Themes

Why did we get the Urkund-system?
Guidelines for the Management of Thesis and Course-Completion Related Plagiarism at the University of Oulu
How does the Urkund-system work?
Questions and discussion
Why Did We Get the Urkund-System?

- University of Oulu is committed to the guidelines of the National Advisory Board on Research Ethics*
- **Good scientific practice** requires a proper way of marking references.
- Checkin the papers, documents and theses is a part of the University’s **quality assurance**.
- In order to be considered as a **high quality scientific university**, we have to have tools to check the references of our documents and measures prevent plagiarism.

*http://www.tenk.fi/*
Guidelines for the Management of Theses and Course-Completion Related Plagiarism at the University of Oulu

• The Guideline was signed by Rector Lajunen at September 2009.
• The guideline was included in the Register of Standards in October 2009 and at the same time delivered by email to university’s teachers and other important directions, among others to Students’ Union in Oulu University.
• This guideline concerns both the theses and course completions. It also gives advice how students should be informed about the ethical issues:
  ”It is important that students are provided adequate instruction from the beginning of the studies in correct referencing techniques and in the recognition of the ethical aspects of scientific writing.”
• Translated in English: [www.oulu.fi/urkund/index_english.html](http://www.oulu.fi/urkund/index_english.html)
• Process description:
Initiating students to good scientific practice and ethical conduct and providing guidelines for such issues right from the beginning of the studies are an established policy at the University of Oulu. If plagiarism occurs, the following procedure will be used:

**An indisputably proved case of plagiarism**

- **A serious case** of plagiarism (e.g., bachelor's, master's, licentiate or doctoral theses)
  - The teacher/supervisor discusses the matter with the student and the discussion is documented in a memorandum.
  - The teacher/supervisor transfers handling of the matter to the dean (the faculty council and/or the head of academic and student affairs may be involved in the handling).
  - Handling of the matter is transferred to the rector. The rector may give a caution.
  - If necessary, the case is submitted to the university board. The university board decides on temporal suspension of the student (maximum 1 year).
  - On being informed of the matter, the registry office (in a serious case) and the faculty office record the case for statistical purposes.

- **A mild case** of plagiarism (e.g., a part of course completion performance)
  - Decision on sanctions: Disqualification or discontinuation of course-completion performance and instructions for further work.
Urkund-system

- Developed in Sweden (2000) and it is used in many countries in universities and polytechnics for example in Sweden, Norway, Finland, Denmark, Belgium, and the Netherlands.
- Urkund uses three main sources:
  - Materials on the Internet,
  - Published materials and
  - Students’ materials.
- Works on a web browser and doesn’t need to be installed or has not any specific demands of facility.
- Does not eliminate the work done by teachers but makes it much easier: Still the Teacher always decides either plagiarism occurs or not.
Urkund system in the University of Oulu

• Urkund system was presented to students at the first time in May 2008 -> positive reception.
• Urkund was used as a pilot in University of Oulu in the autumn of 2008. The test group had 12 users from all the six faculties of the University of Oulu -> positive reception.
• ITU-gathering about the theme of plagiarism in the spring of 2009 -> active discussion.
• Guidelines for the Management…
• Instructions and other important information is available on the web, here: http://www.oulu.fi/urkund/index_english.html
• Shibboleth is done = you can log in Urkund with your Paju user name.
• Students guidance is very important. Teachers have to tell students what plagiarism is and how students should make the references in their documents!
• Students must be told when Urkund is going to be used at the courses -> preventative effect.
**Urkund**

*This is how the system works*

1. **THE STUDENTS**
   The students send their documents with e-mail to their teachers. The documents can be written in any optional word processor. Urkund handles the most common file types. No login is required, no software installation, just ordinary e-mail handling.

2. **URKUND**
   When the documents arrives at Urkund they are analysed against the content of three source areas: The Internet, Published Material and Student Material. When the analyse is finished the documents and generated reports will be sent forward to the teachers.

3. **THE TEACHERS**
   The result of the analysis and the student documents are forwarded to the teacher's web based inbox or to the e-mail address of choice. Easy, straight forward plagiarism prevention with minimum workload.

---

**THE INTERNET**
- The General Internet: Web pages open for everybody
- The Closed Internet: Password protected web pages
- Special Attention: Sources with special interest for scandinavian conditions
  - Paper Mills (Cheat Sites)

**PUBLISHED MATERIAL**
- Books: Conventional e-books Encyclopedias
- Journals: Scientific Popular Newspapers

**STUDENT MATERIAL**
- Urkunds Archive: Material that students within Urkund connected organizations have sent through the system
  - Home Exams
  - Papers
  - PM
  - Reports
  - etc
How does the student send his/her work to the Urkund system?

http://www.oulu.fi/urkund/opiskelijalle_english.html

SEND YOUR DOCUMENT

Student’s contract

Accept

Choose the teacher

Attach file

User account (Paju)

Send

Decline

Contact your teacher!
The analogy % with the external source
• The Teacher makes the interpretation about plagiarism, what is plagiarism and what is not.
• Urkund-system does not tell how the references should have been made!
• The Teacher advises the students how they should make the references or tells where these kind of instructions can be found.
• Urkund finds only those documents that are available on the net (the Internet and contracts of PrioInfo).
• Urkund does not eliminate teacher’s work, but makes it much easier, no need to go to Google so much.
• It is very important that rules of making the references and ethical issues are clear to every student: What you can do and what is forbidden.
• The Teacher must always tell students beforehand that Urkund is used in the course.
• Student is the one who sends the document to Urkund and teacher gets the analysis. Student has the right to see the analysis of his/her document.
www.oulu.fi/urkund

- Guidelines for students and teachers
- Links to other sites concerning this matter
- Guidelines for the Management of Theses and Course-Completion Related Plagiarism at the University of Oulu
- Accept the students contract and send your document to Urkund (students).
- Apply username to Urkund and sing in the system (teachers).
Contact information:

Katja Pura
Development Manager
Data System Service
Teaching and Student Services

http://cf.oulu.fi

e-mail: katja.pura@oulu.fi
tel: +358 8 553 4195
gsm: +358 40 556 9411