

## **Turnitin® UK Information for Students**

### ***What is Turnitin® UK?***

The service helps academic staff address a number of common but difficult to identify issues related to citation and collaboration in coursework assessments. It enables tutors to identify the original source of material included within student work by searching a database of several billion pages of reference material gathered from professional publications, student essay websites and other student works. It is used by academics as a tool to help them provide better information and feedback to students about the work they have submitted. The tool does not make decisions about the intention of unoriginal work, nor does it determine if unoriginal content is incorrectly cited or indeed plagiarised. It simply highlights sections of text that have been found in other sources to help academic staff members make these decisions. In many cases this will lead the academic member of staff being able to provide feedback to students on how to improve their coursework submissions and citations. All assessment decisions will continue to be made by your tutor who will review the entire work.

### ***What is the benefit of using the service?***

Bournemouth University wishes to encourage students to behave with honesty and integrity at all times. The correct citation of work and the authenticity of submitted work is a cornerstone, not just of our education system, but of the trust and value held in each of our education institutions by employers and the public at large. The use of this service along with other methods of maintaining the integrity of the academic process will help Bournemouth University maintain academic standards and assessment fairness.

### ***How will my data be used?***

In order for this service to work your assignments will be submitted to the service where they will be stored together with your name, email address, course details and institution. You may also opt to enter your address and phone number but this is *not* compulsory. Once your material has been uploaded it will be stored electronically in a database and compared against work submitted from Bournemouth University or from other UK institutions using the service.

You and your tutor will receive an Originality Report from the service. The feedback can be used to support you with the process of citation and the importance of maintaining academic standards. In some cases this feedback will be used by the tutor to instruct you about the process of citation and the importance of maintaining academic standards. In some cases, dependent on extent, level and context, Bournemouth University *may* decide to undertake further investigation which could ultimately lead to disciplinary actions, should instances of plagiarism be detected. Such decisions are entirely at the discretion of Bournemouth University. In this circumstance it is possible that your personal data may need to be disclosed to academic staff within the other institution(s) from where matching content has been submitted.

Under the terms of the Data Protection Act 1998 Bournemouth University are Data Controllers for the personal data submitted, and iParadigms the company who operate TurnitinUK are Data Processors.

In order for Bournemouth University to make use of the service it will be necessary for personal data relating to you to be transferred to countries not governed by EU Data Protection legislation. However, it should be noted that *iParadigms*, the company processing your data are bound by terms of contract to at all times abide by the Data Protection Act 1998.

***How long will the service keep my work?***

The service will seek to retain content submitted to it and associated personal data until the termination of this service or its successor, thus helping to accumulate as large a corpus of knowledge as possible against which to compare submitted content. However as Data Controllers Bournemouth University can request that data is removed at any time.

***Who owns the copyright to the work I have submitted?***

iParadigms has no interest in acquiring the intellectual property rights for the content submitted by you. The copyright for such content will continue to reside with either yourself, Bournemouth University, or other third party whichever is currently the case as described in the current university policy and procedures. If in doubt, your tutor should be able to clarify where the copyright resides.

However, when you submit work to us for assessment it may be necessary for us to make or allow third parties to make copies. There are three reasons this may be necessary:

First, in order to allow assessment of your work it may be necessary to copy it. This may be the case when external examiners are involved, when a piece of work is to be assessed by more than one assessor/examiner or if the assessor needs to mark the work and we need to keep a clean copy.

The second and third reasons you allow us to make copies of your submitted work are both related to plagiarism. In order to protect our students against unfair competition we need to ensure that our students are not submitting work which has copied or plagiarised other work or which is not substantially their own work. This can be done by making an electronic copy and comparing it with a database of earlier works and other works available from various sources. A copy made for this purpose will only be kept if that comparison alerts us to the need to consider the work more closely.

The databases that allow us to check that plagiarised works are not being submitted only function well if those databases are well maintained and current. We may provide a copy of your work to the third party providers who maintain such databases.

***What are my rights under the Data Protection Act?***

As the data subject you do have the right to see what personal information is held about you in relation to this or any other service that stores your personal information and have limited rights to object to your data being used.

For access to personal information held by Bournemouth University please see the University website ([www.bournemouth.ac.uk/information-legislation](http://www.bournemouth.ac.uk/information-legislation))