

Plagiarism Policy

Definition

“Plagiarism is presenting someone else's work or ideas as your own, with or without their consent, by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition.” (The Oxford Dictionary)

Examples of Plagiarism

Plagiarism includes but is not limited to:

- Submitting other people's work as your own
- Purchasing or commissioning work from internet sites or agencies
- Falsifying research results, data, interviews, or other material
- Copying word-for-word directly from a book, article, journal, website, or other source
- Copying figures, images, diagrams, pictures without acknowledging sources
- Copying from notes, essays or lectures of other students or tutors

Academic Integrity

When authoring essays, articles, and other work it is important to show evidence that you have read what other people have written, then used their ideas and arguments to strengthen your own. You should then acknowledge or give credit to the work and ideas of others.

Cite your sources

Citing and referencing your sources enables you to demonstrate your research skills and helps your tutor assessor follow up on any sources you have referred to.

Within your essay/ assignment you should give credit with minimum detail which is called in-text citing. At the end of your essay/ assignment you will list the full details of all the sources of information (books, articles, websites etc.). This is called a reference list or bibliography.

There are different styles of citing and referencing, Swim Ireland don't have a preference of style, but it is essential to use the same style throughout.

Direct quotations require the following information: author, year, and page number (or paragraph number) in brackets.

Paraphrasing is summarising a specific section or idea of a previous body of work, in your own words. When citing in-text you should include author and the year in brackets.

Examples of in-text citations (DCU, 2020):

Where the author's name occurs naturally in the text:

In her report on student retention, Moore (2004) indicated how important this issue is for Irish universities

Where the author's name does not occur naturally in the text:

A recent report indicated that student retention is an important issue for Irish universities (Moore, 2004)

Where you refer to a specific section, hence the need for the page number:

In her report on student retention, Moore (2004, p.5) talks about "preventable underperformance" among third level students

Examples of reference list/ bibliography:

Allen, M. W., & Bingham, T. (2016). *Michael Allen's Guide to E-Learning: Building Interactive, Fun, and Effective Learning Programs for Any Company*. John Wiley & Sons, Incorporated.

<http://ebookcentral.proquest.com/lib/dcu/detail.action?docID=4696320>

Amateur Swimming Association. (2015a). *The ASA swimming teaching and coaching. Level one. Level one*.

Amateur Swimming Association. (2015b). *The ASA swimming teaching and coaching: Level two*.

Arellano, N. L. (2010). Research Notes: Interpreting and Implementing the Long Term Athlete Development Model: English Swimming Coaches' Views on the (Swimming) LTAD in Practice: A Commentary. *International Journal of Sports Science & Coaching*, 5(3), 421–424.

Armour, K. (2011). *Sport Pedagogy: An Introduction for Teaching and Coaching*. Taylor & Francis Group. <http://ebookcentral.proquest.com/lib/dcu/detail.action?docID=1422336>

Reference management tools

There are many free options to manage citing and referencing. They can allow to save references to an online account and then import them directly into your document, formatted in your preferred citation style. The following reference management tools may be helpful:

- [EndNote](#)
- [Grammarly](#)
- [Mendeley](#)
- [Zotero](#)

Consequences of plagiarism

All alleged instances of plagiarism will be fully investigated. Upon review of the essay/ assignment the tutor assessor will meet with the candidates to discuss concerns.

If plagiarism can be substantiated the candidate will be notified in writing and will be required to re-submit an essay/ assignment within 2 months. This will be treated as a re-assessment and a fee of €150 will apply. If the candidate does not resubmit their assignment within 2 months, they will need to resit the course at the full fee.

Appeals

Should a candidate wish to appeal the finding of their tutor assessor they can submit an appeal within 10 days, in line with Swim Ireland's [Appeals Procedure](#).