Plagiarism and the use of artificial intelligence (AI) programs

https://www.internationalparamediccollege.com.au/wp-content/uploads/2024/03/Plagiarism-and-the-use-of-artificial-intelligence-Ver-4-2024.pdf

Academic Integrity and the rules of assessment

International Paramedic College (IPC) is committed to fostering a positive learning environment and nurturing strong relationships with our students. We aim for clarity regarding tasks and behavioural expectations to mitigate anxiety and prevent academic misconduct or confusion.

Authentic assessments are designed for students to undertake tasks that reflect real-world challenges, thereby demonstrating the practical application of essential knowledge and skills. Such tasks mirror those encountered in actual workplace settings, allowing for the use of diverse reference materials, such as local protocols or workplace procedures, expert consultations, and supervisory guidance (Sridharan & Mustard, 2015, p.4). Students may at anytime submit workplace documents in accordance with their workplace policies in support of their assessment submission.

Effective assessment must follow the principles of assessment

The Australian Government Quality Skills Authority requires training organisations to follow the principles of assessment it has stated as:

Fairness

- The individual learner's needs are considered in the assessment process.
- Where appropriate, reasonable adjustments are applied by the RTO to take into account the individual learner's needs.
- The RTO informs the learner about the assessment process, and provides the learner with the opportunity to challenge the result of the assessment and be reassessed if necessary.

Flexibility

Assessment is flexible to the individual learner by:

- reflecting the learner's needs

- assessing competencies held by the learner no matter how or where they have been acquired

- drawing from a range of assessment methods and using those that are appropriate to the context, the unit of competency and associated assessment requirements, and the individual.

Validity

Any assessment decision of the RTO is justified, based on the evidence of performance of the individual learner.

Validity requires:

- assessment against the unit/s of competency and the associated assessment requirements covers the broad range of skills and knowledge that are essential to competent performance
- assessment of knowledge and skills is integrated with their practical application
- assessment to be based on evidence that demonstrates that a learner could demonstrate these skills and knowledge in other similar situations
- judgement of competence is based on evidence of learner performance that is aligned to the unit/s of competency and associated assessment requirements.

Reliability

Evidence presented for assessment is consistently interpreted and assessment results are comparable irrespective of the assessor conducting the assessment.

The rules of evidence

Students and assessors are reminded that the rules of evidence in assessment are that the assessment evidence provided by the student for the assessment tasks have

Validity

The assessor is assured that the learner has the skills, knowledge and attributes as described in the module or unit of competency and associated assessment requirements.

Sufficiency

The assessor is assured that the quality, quantity and relevance of the assessment evidence enables a judgement to be made of a learner's competency.

Authenticity

The assessor is assured that the evidence presented for assessment is the learner's own work.

Currency

The assessor is assured that the assessment evidence demonstrates current competency. This requires the assessment evidence to be from the present or the very recent past.

Plagiarism - You must submit your own work

Plagiarism, the act of using another's ideas, writings, or inventions as one's own without proper acknowledgement, is a serious offence that may lead to exclusion from a unit or course. Should you

be uncertain about incorporating the work of others in your assessments, you are encouraged to seek advice from the college training manager or administration.

Acts that may constitute plagiarism include:

- Presenting someone else's work as your own, even unintentionally.
- Submitting assignments that are significantly similar to, or copied from, another student's work.
- Claiming the work of another individual or group as your own.
- Failing to properly acknowledge or reference sources used in assessments, including content sourced from the internet.
- Using artificial intelligence (AI) generated responses in assessment tasks without explicit instruction to do so.

As part of IPC's terms and conditions, students are required to affirm that they will not utilise AI platforms, tools, or homework help websites for completing assessment tasks, acknowledging that such actions contravene IPC's plagiarism policy.

Furthermore, students are prohibited from sharing assessment answers or any intellectual property with others or on any AI platform, tool, or homework help website, as this constitutes a breach of this policy.

By adhering to these guidelines, IPC students maintain the integrity of their educational journey, ensuring that their learning experience is both authentic and reflective of IPC's commitment to excellence in paramedic education.

Reviews of students assessments submissions will be made and if the use of AI type programs or references that appear outside the learning materials and text books, we may ask that students resubmit work to us or reference their sources in accordance with this policy.

Procedures and Guidance for Students

Students should be guided by the learning materials and course textbooks when seeking to answer assessment tasks. Students short answer assessment tasks should be in "their own words" except when specifically asked for example to "list 5 causes of ...." As an example.

Students answers to questions should be of sufficient depth to show an understanding of the question. Submissions may be returned to students asking for more depth and clarity in response to a question or questions

Reviews of student's assessments submissions will be made and if the use of AI type programs or references that appear outside the learning materials and text books, we may ask that students resubmit work to us or reference their sources appropriately. Portal access and fees and charges may apply to review student submissions.

If an assessor has concerns that this plagiarism and AI policy has been breached then the submitted assessment will be referred to the training manager for review.

The student may be asked to review their submission or provide evidence that the submission matches the rules of evidence, that the submission is the students own work. That may require re submission of the assessment with appropriate references or adjustments.

For online courses where a video is submitted as evidence, a photo ID may be requested from the assessor to confirm that it is the student performing the assessment tasks.

Students may be asked to follow a particular pathway progression through programs to enhance practical training and deliver optimal learning outcomes by building knowledge sequentially.

Subsequent or continued use of Ai programs or breaches of this academic integrity policy may result in a failure to complete the unit satisfactorily or cancellation of your enrolment for breach of academic standards.

Fees associated with reviewing content and submissions

Where the use of AI programs is detected in student submissions, the following process will be followed by IPC,

Portal access will be stopped until a systematic review of the students current and past submissions can be conducted.

If a review of student's submissions finds that an AI program has been used, IPC will initiate a cost recovery process for the administrative time for the review. The fee will be $100 per hour (with a minimum charge of 1 hour) for a review of student submissions.

Portal access will be restored after the review and payment of any fees and charges for the review.

Students should allow 14 days for the review process to be conducted

Marking information for assessors and students
Effective assessment must follow the principles of assessment

Fairness

- The individual learner's needs are considered in the assessment process.
- Where appropriate, reasonable adjustments are applied by the RTO to take into account the individual learner's needs.
- The RTO informs the learner about the assessment process, and provides the learner with the opportunity to challenge the result of the assessment and be reassessed if necessary.

Validity

Any assessment decision of the RTO is justified, based on the evidence of performance of the individual learner.

Validity requires:

- assessment against the unit/s of competency and the associated assessment requirements covers the broad range of skills and knowledge that are essential to competent performance
- assessment of knowledge and skills is integrated with their practical application
- assessment to be based on evidence that demonstrates that a learner could demonstrate these skills and knowledge in other similar situations
- judgement of competence is based on evidence of learner performance that is aligned to the unit/s of competency and associated assessment requirements.

Reliability

Evidence presented for assessment is consistently interpreted and assessment results are comparable irrespective of the assessor conducting the assessment.

Assessors should not mark any student submissions that they suspect may be

- Plagiarised from any source
- Not reflective of the learning materials textbooks or learning materials for the assessment tasks
- Suspect that an Artificial intelligence program was used to generate an answer
- A student has answers that are not adequately referenced from external sources

If the assessor suspects that the plagiarism and use of Artificial intelligence policy has been breached. The assessor should advise the training manager to review the submission **prior to marking** of the online content.

Complaints and Appeals

Students should raise any enquires issues, concerns or grievances with the training Manager in the first instance. Often any problems or confusion may be able to be resolved.

Any student complaint should follow the Complaints and Appeals Process. This is publicly available on our website and the Student Handbook.

IPC will at all times endeavour to make the student progression through their learning

Evidence

The following will be retained as evidence of compliance with Standard 8, Clause 1.8 to 1.12 Principals of assessment

- Student Records
- Pre-enrolment and marketing information

Fees and Charges
Fees associated with reviewing content and submissions

Where the use of AI programs or plagiarism is detected in student submissions, the following process will be followed by IPC.

Portal access will be stopped until a systematic review of the students' current and past submissions can be conducted.

If a review of student's submissions finds that an AI programs or plagiarism has occurred, IPC will initiate a cost recovery process for the administrative time for the review.

The fee will be $100 per hour (with a minimum charge of 1 hour) for a review of student submissions.

Portal access will be restored after the review and payment of any fees and charges for the review.

Students should allow 14 days for the review process to be conducted. The rules of evidence will be applied in the review process.

Related Policies
- Consumer Protection Policy
- Record Keeping Policy
- Complaints and Appeals Policy

References

Open Universities Australia

Tertiary Education Quality and Standards Agency

Online Learning in the VET sector

Australian Government Australian Skills Quality Authority Clauses 1.8 to 1,12