



What is Plagiarism?

Plagiarism is the use of material without formal and appropriate acknowledgement of the original sources. Any information or ideas that do not belong to the author of a work must be acknowledged. It makes no difference if the plagiarism is intentional / accidental or unintentional. Doctoral students must distinguish their own ideas and knowledge from information derived from sources, which are primary and secondary materials published in print or online.

Cases of plagiarism

All of the following are samples of plagiarism:

- Works containing quotes, paraphrasing ideas to someone else's work without referencing that work.
- Incomplete or poor referencing of the work. For example, it is insufficient to list the works at the end of the document in which ideas from those works are used. Appropriate referencing means the acknowledgment of the source when the idea is presented (i.e., in-text citation).
- The presentation of facts and figures that are not common knowledge without providing the sources. For example, many people know when WWII took place so there is no need to use references when referring to its duration. However, if we refer to a military strategy used in WWII, it must be referenced because it is known to considerably fewer people.
- Direct copying, transcription, or translation of another work.
- The same paper or substantial parts of one or more other previous works of the doctoral student not cited in the respective thesis. This situation is considered self-plagiarism, whereby the author gets double rewards for a single effort.

Procedures for Cases of Plagiarism

All doctoral students within the Doctoral School of International Relations and Security Studies must comply with the Code of Professional Ethics and Deontology of the Babeș-Bolyai



University of Cluj (available [here](#), in English) which presents what is acceptable for students, master's students, doctoral students and university employees on academic integrity and ethics.

Plagiarism is not tolerated, as it is against the principles supported by the Code of Professional Ethics and Deontology, which explains that plagiarism situations will be brought to the attention of the Babeș-Bolyai University Ethics Commission in Cluj-Napoca. All doctoral students who violate this Code will be automatically expelled from the doctoral study program without the possibility of re-enrolment.

Avoiding Plagiarism

There are several effective ways to avoid plagiarism:

- PhD students can learn how to do proper citation during special classes; meetings with thesis supervisor or discussions with the class holders.
- It is important to make complete indexes / records of the sources from which information is taken. Note-taking is essential to the writing process and proper organization of the resources used will enhance the quality of the citation process.
- When the doctoral students are uncertain whether a particular piece of information can be considered plagiarism (for example, they are not certain whether something can be considered common knowledge), it is compulsory to cite the respective source.
- Works published in international peer-reviewed scientific journals or with high profile publishers can be examples of good practice in terms of appropriate referencing.
- Use of reference insertion software (e.g., EndNote, Mendeley, RefWorks, Zotero) that allows sources to be cited in accordance with citation styles accepted by the doctoral school (Harvard, MHRA) is recommended.
- Using a plagiarism detection program before submitting the paper