

# ANTI-PLAGIARISM PROCEDURE IN THE SCHOLARLY WORKS

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This document, in accordance with the [Decision CA 82/4.01.2022](#), the annexes thereof and the [Senate Decision no. 119/23.09.2021](#), as well as with the [Decision CA UBB 15823/14.11.2022](#), describes the procedure whereby members of the Editorial Offices of *Studia Universitatis Babeş-Bolyai UBB (Studia UBB)* perform a thorough similarity analysis on texts submitted for publication. This procedure also establishes a set of rules and terms of use for the specialized text analysis software in order to prevent and avoid plagiarism.

### **Preamble**

The purpose of these regulations is to encourage and train our *authors/contributors* in the spirit of fairness, objectivity, and ethical conduct in the academic realm.

Our anti-plagiarism policy is mainly designed to prevent and combat *intentional fraud*, when contributors submitting papers for publication intentionally use unauthorised and unacknowledged information without quoting the original source, *or* trapping situations in which some authors might find themselves when taking over small or large parts of texts or information from various sources without indicating the exact source fully and accurately, in a clear and transparent manner, due to online data protection policies developed in recent years.

### **Clarifications**

Plagiarism does not have a rigorous, uniform definition in the Romanian academic environment and is still a subject of dispute when such phenomena are identified, especially in the area of academic publishing. In many situations, unfortunately, accusations of plagiarism can only be addressed in court.

For this reason, we are referring to art. 4 of Law no. 206/2004, defining *plagiarism* as the “unlawful appropriation of ideas, methods, procedures, technologies, results and or texts/content created by another person, regardless of the way they have been created, and claiming them as one’s own creation”.

## **Procedure**

This procedure aims to prevent plagiarism in every article, scientific paper and any other types of content submitted for publication in the journals of the *Studia UBB* series. Authors who want to submit papers for publication in *Studia UBB* should be fully aware and understand that we intend to prevent and sanction any attempt at or act of plagiarism, as well as any other form of fraudulent conduct, including, but not limited to, fabricating and/or forging the information provided in the published articles. Consequently, all potential contributors should take into the account the following:

- any attempt at plagiarism, as well as any fraudulent conduct can lead to: **a)** rejection of the manuscript; **b)** formal reporting to the higher education institution to which the author is affiliated; **c)** informing the academic community and the public opinion.

- upon any notification regarding potential plagiarism or other type of fraudulent conduct involving articles that have already been published in *Studia UBB*, and after thoroughly examining such claims and/or notifications, the *Editorial Offices of Studia UBB* may decide to implement the following measures: **a)** access the *Index of Plagiarized Works in Romania*; **b)** initiate the legal and regular procedure in force for plagiarism allegations or other signalled fraudulent conduct; **c)** formal reporting to the higher education or research institution where the author is affiliated, providing them with all the relevant documents (including the affidavit of the author in question, relating to the originality of the content they provided for publication); **d)** notify the most important international databases on the plagiarism allegations; **e)** inform the public opinion and the academic community about the formal position of *Studia UBB* with regard to the situation in question, by posting a specific statement on its website and/or other sources of information.

### **Drafting the *Similarity Report***

The *Editorial Offices of Studia UBB* are in charge of drafting the *Similarity Report*, in accordance with the following procedure:

1. The editorial secretary, the editor-in-chief or the volume/issue coordinator uploads the text submitted for publication into *TurnItIn*, the specialized text analysis software provided by Babeş-Bolyai University, within 30 days of receipt.

2. After the *Similarity Report* has been generated, the editor-in-chief assesses the results and, where appropriate and needed, the volume/issue coordinator can provide pertinent feedback.

3. The editorial secretary of each *Studia series* keeps a record of the texts that have been uploaded into *TurnItIn*, as well as of the similarity reports generated by the system. They will also ensure the electronic archiving of said documents by using the infrastructure and facilities set up and made available by the University for such purposes.

4. The *Similarity Report* consists in a list of documents that have been identified as potential sources for certain parts of the text subject to examination, and one or more similarity score ranges.

5. Regardless of the alert threshold pointed out by the software, the referees will perform an in-depth qualitative analysis of the results generated by the automated plagiarism detection process, according to each domain-specific standards and regulations.

6. In this context, the analysis of domain-specific content will focus on the following elements:

- whether the paper submitted for publication contains large parts of text that have been identified by *TurnItIn* as similarities;
- whether there are too many occurrences of content that might potentially have been taken over from a single source;
- whether the paper contains drafting issues that might indicate the use of multiple unauthorised and unacknowledged parts of texts, which can be considered plagiarism.

7. After having examined the *Similarity Report*, the editor-in-chief and, if needed, the volume/issue coordinator will draft the *Resolution on Unauthorised Use of Content*. The editor-in-chief will reject any manuscript submitted for publication if the *Similarity Report* produced for said paper reveals the following aspects:

- there are multiple occurrences of unauthorised and unacknowledged content that have been identified by the system, being considered unjustified and hence plagiarism;
- the paper shows intentional changes of the original text, which suggests an attempt at dissimulating the use of unauthorised and unacknowledged content.

8. In cases where the referees and/or members of the *Editorial Offices* choose to make recommendations and suggestions that may lead to the amendment and improvement of the manuscript subject to analysis, the entire similarity analysis procedure may be resumed and the paper shall be resubmitted, taking into full consideration the suggestions given to the author. If the author considers resubmitting their paper, it will be uploaded into *TurnItIn* and the procedure will start again.

### **Reference standards and criteria for *volume coordinators of Studia series:***

As general and conceptual Guidelines enforcing sound principles of professional ethics in order to prevent and combat plagiarism, *Studia UBB* refers to key documents such as:

- *The Harvard Guide to Using Sources:*  
<https://usingsources.fas.harvard.edu/what-constitutes-plagiarism>
- Elsevier:  
<https://researcheracademy.elsevier.com/publication-process/ethics/plagiarism-decision-making-dealing-grey-zones-across-academic-fields>  
<https://researcheracademy.elsevier.com/publication-process/ethics/plagiarism>
- Law no. 206 of 27 May 2004, amended and updated:  
<http://legislatie.just.ro/Public/DetaliuDocument/52457>
- Michael Shafir, *Reguli antiplagiat Harvard [Harvard Anti-Plagiarism Regulations]*  
<https://www.romaniacurata.ro/reguli-antiplagiat-harvard/>,
- Babeş-Bolyai University's Strategy for Preventing and Combating Plagiarism:  
<https://doctorat.ubbcluj.ro/wp-content/uploads/2021/12/Strategie-Anti-plagiat-UBB-3.pdf>  
<https://www.ubbcluj.ro/ro/despre/organizare/files/Comisia-de-etica-Etica-si-onestitate-academica-ghid-pentru-studenti.pdf>