

## Plagiarism Checking Methodology

Given the requirements of ARACIS and EAEVE applied to the university educational system and taking into account the principles of ethics and university integrity, the checking of graduation papers (bachelor thesis / diploma project / dissertation) using anti-plagiarism software according to the nowadays legal clauses is a necessity.

In this sense, the checking of the thesis will be performed before tying / covering them, as a pre-test, so that the scientific coordinators of the papers will receive in due time a notice regarding the similarity index.

To achieve this goal, we propose the following schedule for the checking process of the papers:

- Students / MA students will send the paper by e-mail in PDF format, approximately 30 days before the submission of papers in the final form (but not later than 10 days before the start of the graduation exam according to the schedule established by the educational schedule of the current academic year). In the subject of the e-mail, the student specifies the scientific coordinator and the discipline where he / she performed his / her paper.
- The following e-mail addresses will be used:
  - [antiplagiatfmb@gmail.com](mailto:antiplagiatfmb@gmail.com) → for VM
  - [cepaantiplagiat2021@gmail.com](mailto:cepaantiplagiat2021@gmail.com) → for CEPA
  - [antiplagiatmaster@gmail.com](mailto:antiplagiatmaster@gmail.com) → for Masteral Studies
- The document of the students / MA students sent as a document attached to the mentioned e-mail addresses will NOT contain the declaration of authenticity and the bibliography and will be called Name\_Forename\_year of graduation (eg. Ionescu\_Andrei\_2022).

The checking of the papers according to the proposed schedule will provide a timely feedback on the similarity index and possible plagiarism sources, students having enough time to redress any parts of the work that need changes, thus preventing unwanted situations.

The checking process of the graduation papers will be carried out with the help of the TURNITIN platform, by the following employees of the F.V.M. Library:

. They will work according to a schedule established by the library coordinator, in interchangeable teams, for the efficiency and safety of the process of checking the works in the TURNITIN platform.

After generating the similarity report, it will be sent by e-mail to the scientific coordinator.

We propose a similarity index of maximum 25% in the case of papers with a personal research component and of 40% in the case of bibliographic research, for the acceptance of the paper, with the consent of the scientific coordinator.

The similarity report will be handed over by each graduate to the secretary of the examination commission, in order to be archived together with the rest documents from the graduation exam.