



NOTIFICATION FOR ANTI-PLAGIARISM

In compliance to the Provisions regarding Norms for **Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions**, as per the Ordinance 124.17.4 of the University Ordinance 124 notified vide Notification No. F15/RES/ORD/MDSU/73714, Dated 28/12/2018, the Honorable Vice-Chancellor vide his order dated 28/11/2019 has been pleased to accord approval for implementation of the following procedure for Anti-Plagiarism **with immediate effect**:

Sub: Anti-Plagiarism : Implementation of the procedure to be followed for : (1). ShodhGangotri, (2). URKUND Analysis Report, (3). Certifying URKUND Analysis Report and (4). Uploading the Awarded Thesis at the ShodhGanga.

Ref: University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations 2018 (Gazette of India 31/07/2018).

(1). **ShodhGangotri:**

Research scholars / supervisors shall deposit electronic version of approved synopsis of the research scholars, which is intended to reveal the trends and directions of research being conducted in Indian universities and shall avoid duplication of research, the following shall be the submission process:

- Step 1: Registration / Login: The research scholar / supervisor shall visit the ShodhGangotri (Repository of Research in Progress) website of the UGC's INFLIBNET Centre, Gandhinagar <shodhgangotri.inflibnet.ac.in> and register himself / herself following the steps of choosing University and Department; role (Researcher / Guide); e-mail address with other details and upload scanned copy of Provisional or Permanent Registration Certificate.
- Step 2: Validation of Account: After completing step 1, e-mail alerts shall be popped to the INFLIBNET Centre Staff and the UGC ShodhGanga Coordinator to validate the registering user. The research scholar / supervisor will receive e-mail regarding validation for uploading synopsis.
- Step 3: Submission: Submitter is permitted to create metadata for synopsis and upload the signed and approved synopsis. This step also prompts non-exclusive rights to the INFLIBNET Centre (UGC) to host this synopsis in the INFLIBNET Open Access Digital Repository.
- Step 4: Verification: The metadata created and synopsis uploaded by the submitter will have to be verified for its correctness and completeness by the research supervisor and its signed copy shall be submitted to the Research Section. The supervisor will receive e-mail for verification.
- Step 5: Publishing at ShodhGangotri Repository: After verification, it shall be included at this repository.

(2). **URKUND Analysis Report:**

The University Grants Commission has facilitated the URKUND's Anti-Plagiarism System through the technical support by Information & Libraries Network Centre, Gandhinagar (Inter-University Centre of the U.G.C.).

Step 1:

Supervisors' Details: The Research Section shall send details of all the Supervisors in Excel file in the format given below to the UGC ShodhGanga Coordinator, M.D.S.U. at the e-mail address <mdsu_plagcheck@outlook.in> for creating URKUND Accounts.

(Handwritten signature)



Maharshi Dayanand Saraswati University,
Ajmer - 305009
(Rajasthan)

S.No	University Name	State	Faculty Email	Faculty Name	Subject	Faculty Phone Number	Date of Retirement
1	Maharshi Dayanand Saraswati University, Ajmer	Rajasthan	abc@example.com		Botany		DD/MM/YYYY
2	Maharshi Dayanand Saraswati University, Ajmer	Rajasthan	xyz@example.com		Geography		DD/MM/YYYY

Step 2:

URKUND Account Creation: The Supervisor shall self-check in the online **URKUND Anti-Plagiarism System** to ensure the limits of similarity i.e. NOT exceeding 10%. For creating URKUND Account, go to <urkund.com>, click at 'Login', click at Web App, choose option 'Create Account for Document Upload' and fill up E-mail address, Name and Password of user's choice.

Step 3:

Uploading for Similarity Checks: After the approval of account (in around 2 days), Supervisor may upload documents / chapters of the thesis / journal articles. The URKUND System will send the Analysis Reports by e-mail. The '**Analysis Address**' assigned for this university is ashwinimdsu.mdsu@analysis.urkund.com.

For repetitive checking, the same document uploaded earlier must be excluded from archive / source / options. For user's assistance, features such as, 'Video', 'How it Works', 'Request a Live Sample Report' are available at this web portal.

Note 1: URKUND supported file formats: *.pdf, docx, xls, xlsx, sxw, ppt, pptx, txt, rtf, html, htm, wps, odt, .pages(4)*.

Note 2: Exclusions from Plagiarism (As per point 7 of the UGC Regulations 2018 – under reference):

- (i). All quoted work reproduced with all necessary permission and / or attribution;
- (ii). All References, Bibliography, Table of Contents, Preface and Acknowledgement;
- (iii). All generic terms, laws, standard symbols and standards equations.

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to 14 (fourteen) consecutive words.

Step 4:

Getting the Reports: After ensuring the requisite similarity, the supervisor concerned shall e-mail the soft copy of the Thesis / Dissertation in separate files, sequentially: (1). Title Page, (2). Certificate, (3). Preliminary Pages (Such as Acknowledgement, Preface, Contents, List of Tables, List of Figures, etc.), (4). Chapter 1, (5). Chapter 2, (6). Chapter 3, (7). Chapter 4, (8). (As per the nature of work), (10). Bibliography (if having) and (11). Appendices (if having) and the journal articles to the UGC ShodhGanga Coordinator (mdsu_plagcheck@outlook.in) for obtaining the URKUND Analysis Report. The supervisor must write his details in this e-mail. The URKUND Analysis Report shall be e-mailed to the supervisor in 07 working days.

Note : The Regulation, Gazette of India notification 31/07/2018 also covers assessment for the award of Degrees at Masters level, by a student or faculty or staff in the form of publication of research papers, chapters

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in books, full-fledged books and any other similar work. Hence, details in form of the Excel file shall be submitted as mentioned at Step 1 for getting the Analysis Reports.

(3). Certifying URKUND Analysis Report:

- a. The scholar shall insert the first page of the URKUND Analysis Reports (after chapters, journal articles) sent by the UGC ShodhGanga Coordinator in the bound copies of the Thesis / Dissertation, if similarity index is within the acceptable limits of 10%.
- b. The scholar shall submit these bound copies of the Thesis / Dissertation accompanied by CDs (having soft copies of the URKUND Analysis Reports with complete chapter wise files of the same work and journal articles) to the UGC ShodhGanga Coordinator for his signature on the URKUND Analysis Reports. The scholar and the supervisor shall ensure that the soft copies should strictly match with the hard copies. The Coordinator shall not sign the Report in case of deviations, if any, in the hard copies.

Note: The scholars shall collect back the copies of the Thesis / Dissertation on the 7th day after submission.

(4). Uploading at the SHODH GANGA:

On successful completion of the Viva-Voce Examination, the Coordinator UGC-SHODHGANGA, Shodhgangotri, Plagiarism, Maharshi Dayanand Saraswati University, Ajmer shall upload the thesis / dissertation at the SHODHGANGA : Repository of Indian Electronic Theses and Dissertations. The researcher should ensure that the CD / DVD attached with the Thesis contains the PDF Files as mentioned below:

01_title.pdf	Title Page
02_certificate.pdf	Certificate
03_preliminary pages.pdf	Acknowledgement, Declaration, Preface, Contents, List of Tables, List of Figures, List of Abbreviations, Abstract, etc.
04_chapter_1.pdf	Chapter 1
05_chapter_2.pdf	Chapter 2
06_chapter_3.pdf	Chapter 3
07_chapter_4.pdf	Chapter 4
08_chapter_5.pdf	Chapter 5
09_chapter_6.pdf	Chapter 6
10_conclusion.pdf	Conclusion, Findings.
11_summary.pdf	Summary
12_appendices.pdf	Questionnaire, Papers published, etc.

Explore 'SHODHGANGA' created and hosted by the INFLIBNET Centre to study 2.45 Lakhs full text Ph.D. Theses awarded by the Indian Universities. <shodhganga.inflibnet.ac.in>

No. – MDSU/RES/PLAGIARISM/2019/ 53885-54228

Copy to the following for information and necessary action:

1. All the Dean, M.D.S. University, Ajmer
2. All the Head / In-Charge / Director of the Teaching Departments, M.D.S. University
3. All the Convenor, Board of Studies / Committee of Courses, M.D.S. University
4. All the Principal, Affiliated Colleges of the University

Date: 30.11.19
REGISTRAR
28/11/19



Maharshi Dayanand Saraswati University,
Ajmer - 305009
(Rajasthan)

5. Dr. Ashwini Tiwari, Coordinator : UGC-SHODHGANGA, Shodhgangotri, Plagiarism, Saraswat Bhawan, M.D.S. University
6. All the Deputy / Assistant Registrar, M.D.S. University
7. Web Administrator, M.D.S. University – for uploading at Home Page of university's website
8. The P.S., Vice-Chancellor; The P.A., Registrar, M.D.S. University, Ajmer

Asl

[Signature]
28/11/2019
DIRECTOR, RESEARCH

01_title.pdf	Title Page
02_certificate.pdf	Certificate
03_preliminary pages.pdf	Acknowledgement, Declaration, Preface, Contents, List of Tables, List of Figures, List of Abbreviations, Abstract, etc.
04_chapter_1.pdf	Chapter 1
05_chapter_2.pdf	Chapter 2
06_chapter_3.pdf	Chapter 3
07_chapter_4.pdf	Chapter 4
08_chapter_5.pdf	Chapter 5
09_chapter_6.pdf	Chapter 6
10_conclusion.pdf	Conclusion, Findings
11_summary.pdf	Summary
12_appendices.pdf	Questionnaire, Papers published, etc.