GCA Plagiarism Policy

August 2024

Plagiarism in GCA Courses

GCA, under the Group Vice President, Human Resources, is a business unit of GAC Corporate Headquarters and is responsible for competency-based assessment through its learning and development activities. Therefore, it has an obligation for all stakeholders to ensure that the certification/qualification of participants is a fair and accurate representation of their competency, skills, and knowledge.

Plagiarism, including representing Generative AI output as your original work, and other forms of cheating undermine the competency-based framework. If a participant receives a certification by unfair means, it undervalues the qualification of others who achieve it on their own merit.

For these reasons, GCA has been tasked with ensuring appropriate measures are taken to assess individual and teamwork projects and that the outcomes are their own original contribution.

The GAC Code of Ethics and Generative AI Policy guide ethical behavior as a GAC employee, including plagiarism issues. GCA considers individuals involved in either offering or receiving assessment tasks equally accountable.

GCA uses Plagiarism Checker and Generative AI Detection tools, in addition to retaining previous participants' submissions in courses, allowing easy detection of plagiarism and Generative AI-generated content. Once a second plagiarism incident has been detected and confirmed, a participant is removed from a course and referred to the relevant Company Manager and Group Vice President, Human Resources.

GAC does not condone plagiarism, which is a serious violation of the GAC Code of Ethics and Generative AI Policy.

Plagiarism and Use of Generative AI Guidelines

Plagiarism is a form of cheating; it involves knowingly taking and using another person's work and claiming it (directly or indirectly) as one's own. This could constitute another participant's work within the current or previous courses, content taken directly from the Internet, or content generated from a Generative AI tool.

When quoting from another participant's work, quotation marks should be used, and the original author should be acknowledged. For example:

> In his post, John Smith said, "Cash Flow in GAC is the essence of good financial practice." I believe he is correct because, ultimately, we cannot move forward as a business without money in the bank.

When quoting from an external source, any answers based on researched work quoted in assignments must be accompanied by a reference to the author/source from where it was obtained (including but not limited to the Internet, textbooks, interviews, etc.) This does not have to be in the rigorous form of University-style referencing – any way of acknowledging the source is fine. For example:

> On the xyz site they define Lifelong Learning as … "…"

> Or. "Lifelong learning is …" says xyz person or website.

> Remember to follow these guidelines:

You are only allowed to use a GAC Group authorised Generative AI tool for acceptable and approved purposes as outlined in the [Generative AI Policy](#). When using Generative AI tools to assist with your course assignments or forum posts, AI-generated content must not exceed 10%. This tolerance percentage will be determined using a [Generative AI Detection](#) tool.

Taking an entire course assignment or forum post from another source or using Generative AI to complete an entire assignment or forum post is unacceptable. Discussing the topic in your own words and from your experience is essential to every GCA course assignment.

Before submitting your coursework, use this [Plagiarism Checker](#) and [Generative AI Detection](#) tool to ensure compliance.