



EURECOM's Curriculum for EXCHANGE STUDENTS

RULES AND REGULATIONS

2024-2025

Table of contents

1	CURRICULUM	3
1.1	12-MONTH CURRICULUM (TWO SEMESTERS OR ONE SEMESTER, AND AN INTERNSHIP SEMESTER).....	3
1.2	6-MONTH CURRICULUM.....	3
1.3	THE FINAL-YEAR PROJECT (PFE).....	3
1.3.1	<i>The final-year project (PFE)</i>	3
2	CREDIT ACQUISITIONS	4
2.1	MINIMUM NUMBER OF CREDITS FOR THE 12-MONTH CURRICULUM.....	4
2.2	MINIMUM NUMBER OF CREDITS FOR THE 6-MONTH CURRICULUM.....	4
3	ASSESSMENTS	4
3.1	ASSESSMENT OF TEACHING UNITS	4
3.1.1	<i>Methods</i>	4
3.2	ASSESSMENT OF INTERNSHIPS AND PROJECTS	4
3.2.1	<i>Assessment of projects</i>	4
3.2.2	<i>Assessment of the final-year internship</i>	5
3.3	VALIDATION OF COMPONENTS.....	5
3.3.1	<i>Results of the first assessment session</i>	5
3.3.2	<i>Results of the second assessment session</i>	5
3.4	VALIDATION OF PROJECTS	6
3.5	VALIDATION OF INTERNSHIPS	6
3.5.1	<i>Summer internships</i>	6
3.5.2	<i>Final-year internship</i>	6
3.6	SEMI-ANNUAL PEDAGOGICAL ASSESSMENT.....	6
3.7	TRANSFER OF CREDITS	6
3.7.1	<i>Criteria</i>	6
4	EXAMS AND JURIES	7
4.1	EXAMINATION SESSIONS.....	7
4.1.1	<i>Absences and late arrivals</i>	7
4.1.2	<i>Frauds</i>	7
4.2	JURIES	7
4.2.1	<i>Juries of final-year internships</i>	7
4.2.2	<i>Annual jury</i>	7
4.2.3	<i>Appeals</i>	7
4.2.4	<i>Teaching Committee</i>	8
4.2.5	<i>Disciplinary Board</i>	8
Appendix: - track details - exam rules - Academic charter		10

1 CURRICULUM

The Engineering curriculum includes lectures, small group sessions, projects and an internship, and takes place over a period of 12 or 6 months.

Students enrolled in the 12-month programs (two semesters) or in the 6-month curriculum can choose their elective courses from the course catalog within the schedule constraints.

The language of instruction is English.

1.1 12-month curriculum

The 12-month program begins either in the Fall or in the Spring semester. For students who have chosen a semester of courses followed by an internship semester, the internship will take place either between July and December (if they began in the Spring), or between March and August if they started in the Fall.

Students must meet their school of origin's obligations.

Students can choose their courses freely, but within the schedule constraints.

1.2 6-month curriculum

The 6-month program begins either in the Fall or in the Spring semester. Students can choose their courses freely, but within the schedule constraints. Students must meet their school of origin's obligations.

1.3 The final-year project (PFE)

1.3.1 The final-year project (PFE)

The final-year project takes the form of a professional thesis based on an internship and a dissertation which students defend before a jury.

The PFE internship covers at least 20 weeks (outside holidays) over a six month period, and is carried out in a university or corporate R&D lab.

At the end of their internship, students must demonstrate the ability to:

- Be a team player, and demonstrate adaptability and interpersonal skills.
- Be able to manage time across the different phases of their work assignments.
- Know how to present the progress of their work.
- Be able to carry out substantial tasks that showcase knowledge and know-how, both theoretical and practical, acquired during their training.
- Be able to analyze the internship topic through analytical and/or formal and bibliographical approaches of the subject.
- Be able to provide a relevant and substantial contribution to the host company or research lab.
- Be able to present and analyze the results, and draw conclusions from the work carried out, both orally and in writing.

Students are responsible for contacting companies and obtaining interviews to be recruited as interns. Students are assisted in their search by Student Affairs, which provides a database of internship offers from companies.

The company and the topic must be approved by Student Affairs. All internships are subject to a contractual agreement which specifies the name of the company supervisor and the school's academic director.

The final-year internship validates 30 ECTS credits.

1.4 Timetable

For each semester, a timetable is set by Student Affairs and communicated to students, professors and outside contributors before the beginning of each semester. The assessment tests of the 1st and 2^d exam sessions are explicitly mentioned.

2 ECTS CREDIT ACQUISITIONS

2.1 Minimum number of credits for the 12-month curriculum

A total of 60 ECTS credits are required to validate a complete 12-month program.

2.2 Minimum number of credits for the 6-month curriculum

A total of 30 ECTS credits are required to validate a complete 12-month program.

3 ASSESSMENTS

3.1 Assessment of teaching units

3.1.1 Methods

At the beginning of the year, the faculty of each teaching unit provides students with a list of the learning outcomes (knowledge, abilities and/or skills).

For each teaching unit, the assessment of the learning outcomes may include a continuous assessment and/or a final assessment. It can also include an assessment of the practical work, and/or of a tutored project or personal work related to the teaching unit.

The components of a given teaching unit can be assessed in two different ways, depending on the academic team:

- A grade-based assessment or
- A learning outcome-based assessment

3.2 Assessment of internships and projects

3.2.1 Assessment of projects

Projects are evaluated on the basis of a written report and an oral defense, according to the following criteria:

- Analysis of the topic/issue (weight 2)
- Outcomes (weight 2)
- Project management (weight 1)
- Written report (weight 1)
- Oral exam (weight 1)

3.2.2 Assessment of the final-year internship

Final internships are defended before an internship panel and assessed based on five criteria:

Analysis of the topic/issue: the analytical, formal and bibliographical approach of the subject.

Results: the usefulness of the results for the host company.

Project management: i.e. how students defined the topic, analyzed the phases, reviewed their progress at regular intervals (in particular by communicating regularly with the academic director), and managed unforeseen events (changes in topic, deadlines, etc.).

Quality of the written report: presentation of the report, clarity, precision, references used, oral skills.

Quality of the defense: quality of the presentation, capacity for synthesizing, speech delivery, relevance of demonstrations, if any.

For each criterion, a grade out of 20 is awarded by the jury. The five grades are combined and weighted as follows:

- Weight 1 for the project management, the oral presentation and the report
- Weight 2 for the conceptual work and analysis of the issue and the results

3.3 Validation of the courses

The academic year includes two examination sessions.

At the end of the 1st session, the teaching unit team meets to assess each student's outcomes. The assessment of the unit is defined by a grade between A+ and F. The grading system is as follows:

- A+ = 18 - 20 OUTSTANDING
- A = 16 - <18 EXCELLENT
- B = 14 - <16 VERY GOOD
- C = 12 - <14 GOOD
- D = 11 - <12 SATISFACTORY
- E = 10 - <11 FAIR
- F = 0 - <10 NOT VALID

Students who receive an "A" to "E" grade get their teaching unit validated and the corresponding ECTS credits. An F means that the unit is not validated and no ECTS credits are awarded for this unit. The validation of teaching units and credits is definitive, even if the student repeats a year.

3.3.1 Results of the first assessment session

Exchange students choose their courses regardless of teaching units. Each course is therefore independent and there is no compensation between courses.

- In the case of a grade-based assessment, the student receives the ECTS credits if the mark of the course is greater than or equal to 10/20.
- If the mark of the course is below 10/20, the student is asked to take the exams at the 2d session for the said course.
- The student is not authorized to take the exams of the 2d session for the validated courses, in which he/she received a mark higher or equal to 10/20
- In a learning outcome-based assessment, the jury of the unit gives directly the course grade based on the level of the skills assessed. For an F grade, the student is called for the exams of the 2d session, according to the terms proposed by the unit jury.

3.3.2 Results of the second assessment session

The exams of the 2d session are organized by semester only for the course for which the student had a mark below 10 in the first session.

Following the exams of the 2d session, if the mark of the course is greater than or equal to 10/20, the student receives the ECTS credits of said course, with the E grade

In case the average of the mark is below 10/20, the jury may propose to validate the course through a jury decision if it deems the learning outcomes as sufficient. In this case, the students receives the ECTS credits for this unit with the E grade.

If, at the end of the 2d session a teaching unit is not validated, no ECTS will be received.

3.4 Validation of projects

For their project to be validated, students must obtain a final grade of at least 10/20 in a grade-based assessment, or validate the required competencies in a learning outcome-based assessment. Even if the project is carried out in a group, the assessment is individual and may differ among students in the same group.

If the project is not validated, the teaching committee decides on the possibility of making up the project and defines the terms (e.g. new report, additional work, etc.). This is not systematic and it will depend on the quality of the student's work and his/her personal investment during the project.

If this possibility is not authorized by the teaching committee, the student does not validate the corresponding unit and must repeat it, according to the modalities decided by the teaching committee.

3.5 Validation of internships

3.5.1 Summer internships

Students can carry out a summer internship. This is optional. The report from the summer internship must be validated by the internship supervisor in the research or corporate lab. However, students do not get credits for it, but it will be mentioned in their grade/skill transcript delivered with the diploma.

3.5.2 Internship as part of the final-year project

To obtain ECTS credits for the internship unit, students must validate the learning outcomes corresponding to this teaching unit. In case of a grade-based assessment, their final grade must be at least 10 over 20. The final-year project must last at least 20 weeks.

Only one professional thesis defense is allowed.

If the professional thesis is deemed insufficient, the internship jury (cf. 4.2.1) may request that it be further developed in a manner to be decided at the Teaching Committee meeting. A complete repetition of the internship is also possible, in which case the student will do a new internship.

3.6 Semi-annual pedagogical assessment

A pedagogical assessment is organized at the end of each semester. It is held by class or by field of study if necessary, with faculty members and student representatives present.

3.7 Transfer of credits

3.7.1 Criteria

Obtained ECTS credits will be transferred to home University.

4 EXAMS AND JURIES

4.1 Examination sessions

For each semester of the academic year, two examination sessions are organized.

Only students registered in a course will be able to take an exam.
For each course, a catch-up exam is possible at the second session.

Students who did not attend the first examination session without a valid reason will not be able to attend the second examination session of the relevant course.

The schedule of examination sessions is communicated each semester by Student Affairs.

The Teaching Committee may authorize a student to make up a project. The terms are set by the Teaching Committee.

Only one professional thesis defense is allowed, except in the case of a medical reason duly justified by a doctor or in case of *force majeure*.

4.1.1 Absences and late arrivals

Students must arrive on time at the examination sessions of the courses in which they are registered. Absences from exams without a medical certificate written in French or English and sent to Student Affairs beforehand will result in the cancellation of the relevant credits without the possibility of a catch-up session.

Any unjustified absence from an exam will result in a grade of zero (in a grade-based assessment).
Student who are late will not be allowed to take the exam once the distribution of subjects has begun. They will be considered absent.

For students with a valid absence to one or several tests, the exam taken during the 2d session will be considered as the first session exam. The result of the test will then replace the results of the tests not taken by the student. The terms of any catch-up session are decided on a case-by-case basis.

4.1.2 Frauds

The terms for the examinations as well as the consequences of any fraud (including plagiarism) are specified to students by Student Affairs for each teaching component before each examination session.

Any misbehavior during exams will result in the nullification of the exams and disciplinary sanctions may be taken by the Disciplinary Board and communicated to Student Affairs and the Teaching Committee. These sanctions can go as far as the temporary or permanent exclusion of the student.

4.2 Juries

4.2.1 Juries of final-year internships

These juries are made up of the academic head and the representative of the host company or, failing that, an outside specialist.

4.2.2 Annual jury

A jury is set up per year. It is made up of the academic heads of the year's teaching units.

The jury reviews all students who have not obtained 60 ECTS credits (or 30 ECTS credits for 6 month exchange students.).

The jury may decide to set up individual hearings with students who have failed.

For each of these students, a proposal is submitted to the Teaching Committee:

- Validation of courses if the unit jury deems the skills acquired
- Authorization to repeat the year, or
- Exclusion

Student Affairs informs these students of the Teaching Committee's proposals.

For students who do not meet the criteria to advance to the next year, the jury may propose to the Teaching Committee that they be allowed to repeat the year or that they be excluded. Exclusions require a motivated decision by the jury to the Teaching Committee.

4.2.3 Appeals

Following the juries' recommendations, students have 48 hours to submit a written request for appeal to Academic Affairs who reviews them in the presence of the students' elected representatives.

4.2.4 Teaching Committee

The Teaching Committee reviews the results of all students who are administratively registered in the year, and the juries' proposals. It also makes sure that every student is treated equally across all tracks and its decisions are final. The Teaching Committee is made up of EURECOM's permanent research professors, a representative of Academic Affairs. Four students (including the President of the Students Association [BDE] and three students elected by the student body) also attend the meetings but without voting rights. The committee is chaired by the Director of Studies.

The Teaching Committee makes the final decision on:

- Validation of the year
- The possible validation of one or several courses based on a jury decision
- The terms to repeat a course
- The possibility to repeat a year or the exclusion of failing students

The teaching Committee's decisions are communicated to students via Academic Affairs. For students who repeat a year, a study contract specifying the teaching unit to be passed is issued by Academic Affairs and co-signed by the student.

The Teaching Committee may decide to exclude a student following an interview and the recommendations of the juries. These students may have to return to their school of origin without validating their curriculum at EURECOM.

4.2.5 Disciplinary Board

The Disciplinary Board is composed of the School Director or his/her representative, the Director of Studies or his/her representative, the Head of Student Affairs, and the professor in charge of the student's field of study.

The board decides on possible sanctions to be taken

- following cases of examination fraud,
- more generally, in case a student did not comply with the responsibilities set out in the Academic Charter.

After an interview, the Disciplinary Board may decide to exclude a student temporarily or permanently for failure to comply with the above, and after an interview.

5 Special accommodations

EURECOM has a disability advisor whose name will be communicated to students.

Any student with a disability is invited to contact the disability advisor. Specific accommodations suited to each student will be examined by Student Affairs.

Students admitted with the "Sportif de haut niveau" status are invited to report to Student Affairs to present their DRJCS certificate.

Students looking to be considered as “Artistes de haut niveau” may apply to Student Affairs, with any document proving their artistic status.

Students with the “Etudiant entrepreneur” status for the current academic year are invited to apply to Student Affairs to present their certificate.

Specific pedagogical accommodations may be proposed to artists and high-level athletes and to student entrepreneurs based on their personal situation. Any such accommodations will be specified in a study contract signed by the student and the school representative.

6 Prevention of Sexual and Gender-Based Violence

EURECOM is very attentive to the prevention of sexual and gender-based violence. Awareness workshops are set up for students and staff. The BDE (Student organization) has students trained in listening in the event of SGBV.

EURECOM has a SGBV referent and a SGBV correspondent within the education department, whose names are brought to the attention of the students, as well as a specific email address for cases of SGBV.

Date: 06/30/2024



David Gesbert
Director
EURECOM

MASTER IN SECURITY AND CLOUD COMPUTING (SECCLO) ERASMUS MUNDUS

Semester 9 [30 ECTS]		ECTS	Long/S hort	Coeff	Teacher
TU Fundamentals SECCLO Security & Cloud Computing		10			
BigSec	Security and Privacy for Big Data and Cloud		S	0.25	Melek ÖNEN
Clouds	Distributed Systems and Cloud Computing		L	0.5	R. APPUSWAMY
MPC	Multiparty Computation and Blockchains		S	0.25	A. FAONIO
TU Elective SECCLO Security & Cloud Computing		5			
MobiSec	Mobile Systems and Smartphone Security		L	1	D. ANTONIOLI
Malis	Machine learning and intelligent systems		L	1	Maria ZULUAGA
MobSys	Mobile communication systems		L	1	A. KSENTINI/R. KNOPP/N. NIKAEIN
SysSec	System and Network Security		L	1	A. FRANCILLON
TU SECCLO Fundamentals in Business, Innovation & Project Management		4			
ManagIntro	Introduction to management		L	1	Kenneth POPE
TU Language		1			
Languages			S		
TU Project		10	200 hours		

Semester 10 [30 ECTS]		ECTS	Long/S hort	Coeff	Teacher
TU Internship		30			
6-month Internship in a company/research laboratory				1	

ANNEXE 2 :



Annexe 2 : Rules to follow during an examination

Timetable:

You must be at your seat 10 minutes before the start of the test.

Complete using the QR code the evaluation form of the course.

You cannot choose your seat. You must take your assigned seat.

You may not enter the room after the subject envelope has been opened.

Exceptionally, the teaching department may allow you to compose. However, you will not be entitled to extra time.

Authorized materials:

Materials authorized are specified in the examination conditions.

Unauthorized material (bags, satchels, etc.) is kept in one part of the room. No candidate may have access to them during the test.

You may use a calculator only if specified in the test subject.

You may only use paper provided by the administration (including draft).

Your cell phone must be switched off and stored in a bag or given to the room supervisor. No connected objects or watches are permitted.

Use of the computer is only permitted when necessary for the examination (quiz on Moddle).

Communication:

You may not communicate with other candidates during the test.

The use of a cell phone or any device enabling the exchange of information is considered an attempt at fraud.

Fraud:

If you are caught attempting or committing fraud, the hall supervisor will intervene to put a stop to it. A report is drawn up and forwarded to the Director of Studies. Sanctions may be applied.

Authorized exits:

you may be authorized to leave the room temporarily by the supervisor (to go to the toilet, for example).

You leave one by one, without your copy. A temporary exit does not entitle you to extra time.

End of test:

The supervisor signals the end of the test.

A tolerance of a few seconds is allowed to allow you to finish your sentence.

Put down your pen

hand in your copy (without pen in hand)

No pen is allowed while you make the queue to submit your exam

Sign the attendance list

Disability:

If you have a disability, you may be entitled to special arrangements to sit your exams. Contact referenthandicap@eurecom.fr

EURECOM Academic Charter

Contents¹

1	Preamble.....	2
1.1	Definitions.....	2
2	STUDENT EXPECTATIONS / EURECOM RESPONSIBILITIES.....	2
2.1	Every student as individual can expect:	2
2.2	While participating in their education, students can expect:.....	3
2.3	As members of EURECOM community, students can expect:.....	3
3	EURECOM EXPECTATIONS / STUDENT RESPONSIBILITIES	3
3.1	Consideration of Others.....	3
3.2	Academic Conduct and Integrity.....	4

¹ This charter is derived from the [UWA charter](#)

Purpose of the policy and summary of issues it addresses

1 Preamble

Excellence in teaching and learning requires students to be active participants in their educational experience, rather than as passive consumers. This charter upholds the ethos that in addition to the role of awarding formal academic qualifications to students, EURECOM must strive to instill in all students independent scholarly learning, critical judgement, academic integrity and ethical sensitivity.

This Charter sets out the expectations which students may have during their education at EURECOM. It also outlines what can be expected of students while they are undertaking their studies, including recognition that ethical and honest behavior and treatment underpins the relationship between EURECOM and each student.

The Charter also recognizes that students are central to the EURECOM community. In doing so, EURECOM recognizes the importance of student rights, responsibilities and opinion and encourages diversity within the student body.

It is acknowledged that student participation is enhanced by an environment which promotes healthy lifestyle choices, encourages the highest personal and ethical standards, the development of a network of support for all students, and support of student representative organizations.

The breach of any student responsibility does not automatically invalidate any student rights. Consideration of student rights and responsibilities will be dealt with through the appropriate policies and procedures.

1.1 Definitions

For the purpose of this policy and any associated procedures,

- **student** unless specified otherwise in a specific policy referred to in this Charter, means an individual enrolled at EURECOM in one or more teaching units or study track.
- **student organizations** unless specified otherwise in a specific policy referred to in this Charter, means the “Bureau des Etudiants”, “Bureau des Arts”, “Bureau des Sports”.
- the **campus** means all the land vested in EURECOM, zoned for educational purposes, and not assigned to other entities.

Policy statement

2 STUDENT EXPECTATIONS / EURECOM RESPONSIBILITIES

2.1 Every student as individual can expect:

- a) to be treated with courtesy and respect;
- b) to be provided with a harmonious work and study environment in which concerns and complaints are addressed as quickly as possible;
- c) to be able to communicate freely and to be able to voice alternative points of view in rational debate;
- d) to have personal privacy respected. Students may expect that personally sensitive information will be requested only where necessary for EURECOM academic or

administrative functions and that, once collected, it will be adequately protected against inappropriate or unauthorized access;

- e) to have access upon request to personal records which EURECOM may hold about them,
- f) to have access to the statutes, regulations, rules and policies of EURECOM which apply to them; and
- g) to be informed of the existence of this Charter and to have adequate access to it.

2.2 While participating in their education, students can expect:

- a) to be provided with accurate, timely and helpful information regarding their studies, and about enrolment and other administrative procedures that apply to them;
- b) to receive, at the beginning of each semester from the curriculum coordinator, an up-to-date course profile;
- c) that program and subject content will be up-to-date and informed by current scholarship in the discipline;
- d) that methods of teaching and learning will be sound and informed by pedagogy;
- e) to have reasonable access to teaching staff for individual consultation outside class times, in person or by other means (such as email, etc.);
- f) that evaluations of academic performance will reflect each student's true merit.
- g) that feedback on assessment will be recognized as a valuable part of the educative process.
- h) that the facilities or equipment they use are safe and comply with EURECOM's occupational health and safety guidelines.

2.3 As members of EURECOM community, students can expect:

- a) that rules, regulations and policies applicable to them are readily available and easily accessible.
- b) To have their views heard at the most senior levels of EURECOM, with representation on appropriate committees and involvement in appropriate processes.
- c) an opportunity to appraise the teaching performance of academic staff and to provide input into program planning and subject design.
- d) to have the opportunity to contribute feedback on the teaching and supervision they experience and to make suggestions for future course planning and to do so under full protection of intellectual freedom.
- e) to have consideration given to the making of alternative arrangements for academic commitments to allow for any impairment or any medical condition.

3 EURECOM EXPECTATIONS / STUDENT RESPONSIBILITIES

3.1 Consideration of Others

Students as individuals are expected to:

- a) treat other members of EURECOM with respect and courtesy;
- b) treat other members of EURECOM equitably,
- c) respect the opinions of others and deal with disagreement by rational debate,

- d) avoid conduct which disrupts the teaching, learning or research activities of other students and staff, or which interferes with others performing their duties,
- e) avoid conduct which might reasonably be perceived as discrimination, harassment or bullying or which is otherwise intimidating,
- f) respect the property of others,
- g) respect property and the facilities, such as library, computing and laboratory resources, which EURECOM provides to support teaching and learning.

3.2 Academic Conduct and Integrity

While at EURECOM, students are expected to:

- a) acquaint themselves with policies and procedures relevant to their enrolment and studies and to observe the regulations, rules and policies of EURECOM;
- b) take an active part in the management of their enrolment with EURECOM and monitor their own progress within the teaching-learning environment;
- c) bring an open and enquiring mind and enthusiasm to their studies;
- d) participate actively in the teaching and learning and research environment, in particular by attending classes as required, complying with workload expectations, and submitting required work on time (unless prevented from doing so by unforeseen or exceptional circumstances, which are communicated to the relevant staff member as soon as possible);
- e) understand that despite all efforts to promote successful teaching and learning outcomes, student work may still not reach the standard required to pass a unit;
- f) conduct themselves in a professional manner while undertaking internships, whether externally or within EURECOM,
- g) incorporate feedback into their learning, make use of the assessment criteria with which they are provided, and be aware of rules and policies relating to assessment,
- h) recognize the fundamental principle of intellectual freedom and to seek to safeguard this principle and freedom;
- i) adhere to the principles of ethical scholarship and academic integrity during the course of their studies; and
- j) contribute fair and honest feedback on the teaching and supervision they experience when requested to do so;
- k) maintain the highest standards of academic integrity in their work by:
 - not cheating in examinations or other forms of assessment,
 - not helping others to cheat in examinations or other forms of assessment, ensuring that they do not plagiarize the work or ideas of other persons,
 - ensuring that the findings of their research are interpreted and presented appropriately and based on accurate data.

5 Disability Management

EURECOM has a disability advisor whose name will be communicated to students. Any student with a disability is invited to contact the disability advisor. Specific accommodations suited to each student will be examined by Student Affairs.

More information can be found here :

<https://www.eurecom.fr/en/eurecom/presentation/disabilities-management>

6 Prevention of Sexual and Gender-Based Violence

EURECOM is very attentive to the prevention of sexual and gender-based violence. Awareness workshops are set up for students and staff. The BDE (Student organization) has students trained in listening in the event of SGBV.

EURECOM has a SGBV referent and a SGBV correspondent within the education department, whose names are brought to the attention of the students, as well as a specific email address for cases of SGBV.

More information can be found here :

<https://www.eurecom.fr/en/eurecom/presentation/preventing-sexual-and-gender-based-violence>

² Plagiarism is presenting someone else's work or ideas as your own, with or without their consent, by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition. Plagiarism may be intentional or reckless, or unintentional. Under the regulations for examinations, intentional or reckless. Plagiarism is a disciplinary offence. (definition from Oxford University)