



# Visva-Bharati

(Where the world makes its home in a single nest)

## Library Network *e-Newsletter*



VBLN

2021: Volume-8, Issue-2, February

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### Editorial Board

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#### Library website:

<http://172.16.2.132/library/index.php> (Intranet)  
<http://14.139.211.2/library/index.php> (Internet)

<https://www.facebook.com/vbllibnet>  
<http://14.139.211.2/mediawiki/index.php>

### ShodhShuddhi (Urkund) [Part – II]

(<http://www.orkund.com>)

#### Introduction

URKUND (Anti-plagiarism software) is a completely automated system to check plagiarism and is being successfully used at universities and colleges all around the world. URKUND's system checks submitted documents against three central source areas:

- ✦ The Internet
- ✦ Published material such as journals, books etc.
- ✦ Previously submitted student material/ archive

#### Create an Urkund User Account

**Teachers:** Apply directly to Urkund by sending an e-mail to the customer support [<http://www.orkund.com/en/support>] requesting for an account. State your name, the name of your educational organization and your work-email. The support staff will create an account for you and send a registration confirmation OR send a request to [ncsaha.72@gmail.com](mailto:ncsaha.72@gmail.com) stating your name, the name of your department and your work-email.

You will receive a mail from Urkund asking to activate the account. Activate it by clicking on the link provided by Urkund. The link may be found in the bottom part of the mail under 'Additional functionality ----'(NB: Your Analysis Address which will look like ---.vbuni@analysis.orkund.com is your account)


**Students:** Go to <http://www.orkund.com>, click on 'Log in', then on 'Log in the Urkund system', click on 'Create account for document upload (Students)'. Go ahead and create the account.

#### How does Urkund work?

Urkund is a text-matching tool intended to be used for monitoring plagiarism primarily in academic submissions by students. Academic writing is a craft in itself, and something that students need to learn in order to avoid the accusation of plagiarism. Its aim is to provide a fast, easy, and accurate tool for educators to detect plagiarism. The software not only shows potential text matches and points of suspicion, but also enables a conversation around the correct methods of academic writing.

When a document is submitted to Urkund, it is compared to sources online, alongside our multiple academic databases, and also previously submitted documents. The most relevant sources are then singled out and presented in the analysis report, which will show a detailed view of how many paragraphs that could be matched against these sources, as well as how significant these similarities are.

✦ **Students:** Send documents via e-mail to teachers' analysis address /web upload to teachers' analysis address (eg: .....vbuni@analysis.orkund.com) OR teachers upload students' documents to their web box.

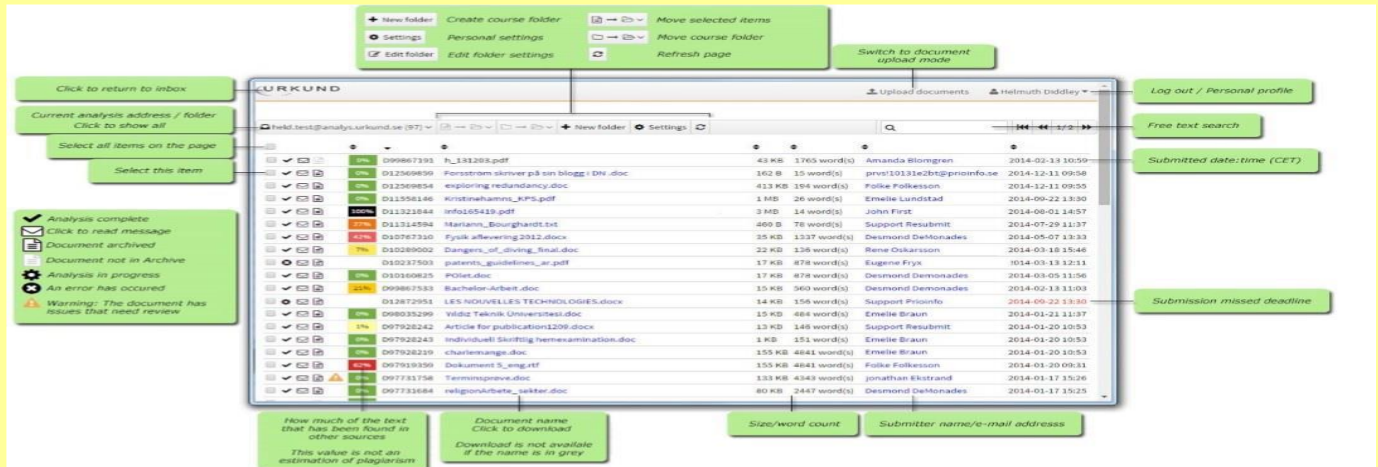
 **Teachers:** Web uploaded the article to one's analysis address. (see 'Web Inbox' below)

The **Teachers:** Evaluate the documents.

### How do I get started as a teacher?

An analysis address is required in order to start using Urkund software. Each and every analysis address belongs to an individual teacher and is used in order to receive a document that has been submitted for analysis. In order for a teacher to register an analysis address they need to contact the University Librarian (the Urkund administrator of Visva-Bharati). Once the analysis address is set up, it is ready to receive documents to be analysed. The documents can be submitted by attaching them to a regular email that is sent directly to the analysis address, or by using Urkund web inbox that can be accessed through Urkund site.

### Urkund Web Inbox



### How do I upload / submit a document to check as a student?

A student can either submit a document for review by sending it as an attachment in an email to the analysis address, or by registering a web inbox and submitting it through the web inbox portal. Usually, **it is not necessary for a student to register in order to submit documents**, a valid analysis address is the only requirement for submitting a document for analysis. The analysis address belongs to the institution/teacher and the institution/teachers are responsible for sharing this with the students.

### How do I upload / submit a document to check as a teacher?

Much like for the students, a teacher can simply submit a document to their own analysis address by email or by using the web inbox.

### How do I access or receive the report as a student?

In most cases the reports are not shared with the students. The teacher can choose to do so, either through enabling student access through the LMS-portal or by simply sharing the analysis report URL-link with the students. Urkund do not share any analysis reports with the students, it is a choice that is completely up to the teacher and the rules and directives of your institution.

### How do I access or receive the report as a teacher?

When the report is finished an email will be sent out to the owner of the analysis address that contains a link to the analysis report of the document.

Although many teachers find it perfectly sufficient to view the analysis reports through the link received in the report email, there is also the possibility of setting up a web inbox for viewing all incoming documents. The teachers are invited to create web inboxes when they are first registered in our system. Should the teacher miss that opportunity, and find themselves with an invalid link – please contact the Urkund support team and they will resend the web inbox creation link.

### How do I interpret the report findings?

Our languages are versatile, and there are often many ways of conveying a piece of information. With this in mind, it is highly unlikely that the student is the first person to formulate a sentence with this specific wording. The Urkund teams therefore advise that not all matches signify plagiarism, and that it is down to the discretion of the educator, who has the final say in the whether a match constitutes as plagiarism.

**Urkund should, first and foremost, be viewed as a tool for teachers to assess potential plagiarism and it is always the teacher/institution that ultimately decides what constitutes as plagiarism.**

### How do I delete a document?

A user cannot delete a document from the Urkund system, regardless of their role as a teacher or a student. This is an action reserved for the Urkund's support team. Please note that the support team will only delete documents at the request of the institution's designated Urkund administrator. Should you wish to delete a document that has been submitted, we urge you to get in touch with your institutions Urkund administrator and provide them with the document number you wish to be deleted.

## How do I avoid cases of self-plagiarism?

Simply put – If the student submits multiple drafts of the assignment from the same email address – to the same analysis address – then it will not be used as a source in the analysis report created for the teacher. This function is in place to allow multiple draft submissions and not clog up the analysis report with invalid cases of ‘self-plagiarism’

If a document is submitted twice, using different email addresses then this will be included in the analysis report. So as always, it’s key to check the analysis report thoroughly.

If a teacher submits a document, from their connected email address to their own analysis address, then this will be analysed against all other documents currently in our database. This is to ensure teachers can submit all student documents from a specific assignment and can check them against each student’s submission.

## What file formats do you support when submitting?

It is primarily up to the teachers/professors which file formats they accept that decides what is sent through Urkund. If there are no such instructions available, Urkund supports the following file formats: .doc, .docx, .xls, .xlsx, .sxw, .ppt, .pptx, .pdf, .pdf 2.0, .txt, .rtf, .html, .htm, .wps, .odt, .odp, .ods, .tif, .tiff, .ps, .hwp, .pages (4), and .zip (zip-files are only supported when submitting over email and certain integrations).

## Why was my file/document rejected by Urkund?

A file may be rejected by Urkund if the file contains fewer than 430 characters and/or 20 words. Urkund cannot process a file that does not meet these criteria and therefore will not produce an analysis.

Urkund does not recognize pictures, links (copied or shared), videos, scanned documents, or protected files. If any of these files are sent to Urkund, the system will send an email to the submitter stating that the file does not contain enough characters.

## The Report

When a teacher/student submits a document for analysis to Urkund via the Urkund analysis address, the report is generated and sent to the teacher via an e-mail link to the online report. Also, it is deposited in the web inbox. The report will include the percentage of equivalence between the document and the available databases.

## Analysis

In the report view, the submitted document will appear on the left side of the screen while the relevant source material will appear on the right. Both texts are clearly marked (equivalence percentage, colour highlights), indicating which parts one should focus on. Compare the highlighted segments with the sources provided. By clicking on the source link, you will see how the text was written in the source. Red areas in the source material indicate how the text has been edited, for example, words omitted from the inspected document will be highlighted.

The screenshot displays the 'Urkund Analysis' interface. On the left, a document titled 'Examen\_of\_alving\_forday.docx' is shown with a 47% similarity score. The main area compares the document text with a source from 'http://www.britannica.com/...'. The interface includes a 'List of sources' on the right, a 'Click to expand and view all highlights from a source' button, and various analysis tools at the bottom such as 'Show/hide any alternate highlights in the origin', 'Show/hide any 'runned' passages', and 'Go to the first highlight'. Annotations with green callouts explain features like document information, source lists, and text highlighting.

## Review

An “Active” window is displayed for each similarity found, so that the teacher may either disregard the similarity (by inactivating by clicking on ‘Active’). The percentage will change according to the teacher’s selections) or accept it for inclusion in the final report. The report can also be saved as a PDF document from Urkund and sent to the student via email. There is a provision to share the analysis.

NB: a) URKUND never determines what plagiarism is, but Urkund compares textual similarity and subject similarity. Urkund marks your documents that are similar to other sources, and gives the teacher access to the original material where Urkund have found the similarity.

b) Filing naming pattern: before to upload the file for analysis through URKUND, file naming will be <name of the scholar><name of the Dept.><VB><first five-six words of the thesis title>

c) File only contains the texts of all the chapter in a single running file excluding references. Further, File does not contain any preliminaries (title page; acknowledgement; declaration; certificate; preface; list of tables, list of figures, etc.) and appendices (Bibliography; sample questionnaire; list of research related publications; etc.).

## SOME RECENT ACTIVITIES:

- **Special Sessions:** Three special sessions have been arranged jointly by VBLN and IQAC, VB as below:
  - a) On **'Registration in Vidwan and IRINS' on 10 February at 11.30am.** Total twenty-one faculty members have attended the session.
  - b) On **'Similarity checking through URKUND (Plagiarism checking software) to avoid Plagiarism'** on 11 February at 11.30am. Total seventeen faculty members have attended the session.
  - c) On **'Resource Discovery (Remote Access and Discovery)' on 12 February at 11.30am.** Total eleven faculty members have attended the session.
- **Virtual Training Session:** On EPWRF India Time Series (ITS) has been arranged on 26 February 2021 at 11.30am through Cisco Webex platform. Total forty-eight participants (faculty members, scholars, library professionals) have attended the session.
- d) **Similarity Checking Through URKUND Software:** On request from the academics 21 articles/ Files have been checked through URKUND software and report has been forwarded through mail.
- **Documents / Article Delivery Services:** During the month 11 no. of soft copies of the articles have been collected and delivered through mail as requested by the academics/scholars.
- **Exhibition and Celebration of Important Days at Reference Section, Central Library:** Organized special exhibitions of books and allied materials including quotations and photographs to celebrate:
  - a) **International Mother Language Day** on 21 February 2021.
  - b) 289th Birth anniversary of **Sir George Washington** 22 February 2021.
  - c) 219th Birth anniversary **Victor Hugo** on 27 February 2021.
- **Remote Access Login/Password:** On request from the academics 05 new Remote Access including Discovery Services have been opened and on request 06 existing expired accounts have been renewed for their accessibility. The name of the Remote Access platform is OpenAthens from the EBSCO Information Services.
- **New Additions (Books) during the Month**
  - Central Library: Number of Books received as Purchased: 812 (Acc. No. 440369-441181)

[New Arrivals \(Books and Periodicals\)](#)

[Books](#)(click)

[Journals](#) (click)

## CONFERENCES/SEMINARS:

- ✚ Basic Skill Development Training on 'Current Trends in Library and Information Science' by CSIR-INDIAN INSTITUTE OF PETROLEUM (Council of Scientific & Industrial Research) venue: CSIR-Indian Institute of Petroleum P.O.: IIP Mohkampur, Haridwar Road, Dehradun-248 005, Uttarakhand (India). Last date for submission of Application: 01/04/2021. Commencement of course: 05/04/2021. Website: [www.iip.res.in](http://www.iip.res.in)
- ✚ ICRECONF organizes, The 3rd International Conference on Research in Education, 5-7 March 2021 in Berlin, Germany. Website: <https://www.icreconf.org/>
- ✚ BIRC Organizes 3rd International Conference on Role of Knowledge Management and Economics Development on 6th to 7th March 2021 at Singapore. Website: <https://research-cluster.com>

## IMPORTANT LINKS:

- ✚ **All India Council of Technical Education (AICTE)**

All India council for Technical Education has been established under the AICTE Act, 1987. The council is authorized to take all steps that are considered appropriate for ensuring coordinated and integrated development of technical education and for maintenance of standards. <https://www.aicte-india.org>
- ✚ **Medical Council of India (MCI)**

The Medical Council of India (MCI) was set up by the Indian Medical Council Act, 1956, amended in 1993. The council is empowered to prescribe minimum standards for medical education required for granting recognized medical qualifications by universities or medical institutions in India. <https://www.mciindia.org>



Glimpses of Special sessions by VBLN and IQAC, VB during 10-12 February

**EPWRF India Time Series**  
(www.epwrfits.in)

Online Database On Indian economy and statistics developed by EPW Research Foundation and structured in 21 subject modules

Module Name	No.	Module Name
1. National Accounts Statistics of India**	12.	External Sector Statistics
2. Industrial Accounts Statistics of India**	13.	Monetary Statistics
3. Agricultural Statistics**	14.	Financial Markets
4. Agricultural Wages in India**	15.	Banking Statistics**
5. Rates in Rural India**	16.	Insurance Statistics**
6. Survey of Industries**	17.	Finances of the Government of India
7. Industrial Production Series**	18.	Finances of State Government
8. Statistics of Mines**	19.	Combined Government Financial Statistics**
9. Health Statistics**	20.	Health Statistics**
10. Labour Statistics (To be released)	21.	Educational Statistics**
11. State-wise data**	22.	Labour Statistics (To be released)

\*\* Includes vital Banking indicators for 722 districts

Glimpses of Virtual Training Session on 26 February



Dr Sujit Kujur is leaving VBLN for joining his new assignment as Deputy Librarian at Sikkim Central University