



# CHAT MEETING TRANSCRIPT

Title: Ask Ed Session

Date of chat: 24-Apr-2008 Time: 09:00 – 10:00 (GMT)

Location: Campus, Ask Ed



Hosted by	
Steve Hill	
TRANSCRIPT:	
Body	Action/Alert
24.04.2008 09:04:16 Steve Hill: Welcome to all of you, please let me have any questions you wish to ask about referencing or plagiarism.	
24.04.2008 09:04:29 CHRISTOFFEL JOHANNES VISAGIE: has entered the room.	
24.04.2008 09:05:22 JOLANDI VAN ROOYEN: has entered the room.	
24.04.2008 09:05:42 Samantha Gamage: has entered the room.	
24.04.2008 09:05:58 Matthew Coupe: Hi everyone	
24.04.2008 09:06:01 JOLANDI VAN ROOYEN: Hi everyone	
24.04.2008 09:06:19 Samantha Gamage: hi	
24.04.2008 09:06:24 Shahid Butt: has entered the room.	
24.04.2008 09:07:09 JOLANDI VAN ROOYEN: Steve, if I have used some examples to help me write a marketing plan how and where will I reference that?	
24.04.2008 09:07:14 Kaushini Priyanvada Haputhanthri: has entered the room.	
24.04.2008 09:07:42 Lahiru Darshana Kumarasiri: has entered the room.	
24.04.2008 09:08:18 JOLANDI VAN ROOYEN: If we have read articles related to the subject being investigated but don't use it physically in the assignment do we have to reference it?	
24.04.2008 09:08:46 Kaushini Priyanvada Haputhanthri: .	
24.04.2008 09:09:34 JOLANDI VAN ROOYEN: For the first question for example steps how to develop a marketing communications plan?	
24.04.2008 09:09:35 MARIKKAR IFAZA: has entered the room.	
24.04.2008 09:09:45 Steve Hill: Hi Jolandi, a good place to start for guidance is our 'Referencing and Bibliographies' document on CAMPUS, which gives some guidance. When you provide references and citations, you are telling your markers that you have read (and hopefully understood) relevant material and	



used it effectively. Without adequate referencing the markers don't know this.

24.04.2008 09:09:53 E.A. DHARMASIRI: has entered the room.

24.04.2008 09:10:04 CHANIELLE ESTMENT MANLEY: has entered the room.

24.04.2008 09:10:17 Ishan Ariyaratne: has entered the room.

24.04.2008 09:10:55 CHANIELLE ESTMENT MANLEY: Hi Steve Hill

24.04.2008 09:11:06 E.A. DHARMASIRI: hi steve

24.04.2008 09:11:17 Ishan Ariyaratne: hi everyone

24.04.2008 09:11:31 RAZWAN RASSEDEEN: has entered the room.

24.04.2008 09:11:37 ANNALISE SNYMAN: has entered the room.

24.04.2008 09:11:38 Nazlin Abdul: has entered the room.

24.04.2008 09:11:38 JOLANDI VAN ROOYEN: Ok, but it doesn't state whether we have to do in-text referencing for this type of information?

24.04.2008 09:11:45 RAZWAN RASSEDEEN: hi everyone..!!!

24.04.2008 09:11:52 CHANIELLE ESTMENT MANLEY: in my assignments i have quite a bit of text referencing. is this a good sign?

24.04.2008 09:12:14 CHANIELLE ESTMENT MANLEY: sorry, in text referencing

24.04.2008 09:12:22 Steve Hill: Hi Jolandi, regarding your question about when you haven't used a source directly, the top of page 2 of our guide to referencing and bibliographies has some advice on how to cite such work, using the example of Aitchison, 1981. Hope this helps?

24.04.2008 09:13:16 CARLA BARBOSA: has entered the room.

24.04.2008 09:13:23 CARLA BARBOSA: has entered the room.

24.04.2008 09:13:26 JOLANDI VAN ROOYEN: Thanks

24.04.2008 09:14:13 CARLA BARBOSA: morning everyone

24.04.2008 09:14:31 Samantha Gamage: hi steve

24.04.2008 09:15:02 Steve Hill: Hi Chantelle, it's important that you don't just copy out large sections of books etc even if you reference them. The section in our guidelines on citing in the body of the text shows how to deal with paraphrasing material. Paraphrasing shows your markers that you have



understood (or sometimes, misunderstood) the material so it helps to show your understanding.

24.04.2008 09:15:39 ANNALISE SNYMAN: .

24.04.2008 09:15:52 CARLA BARBOSA: .

24.04.2008 09:16:12 E.A. DHARMASIRI: Yeah i have the same question as chanielle, coz i have taken some quite abit references and does it affects the marks which are given to the assignment?

24.04.2008 09:16:25 RAZWAN RASSEDEEN: hi mr.steve

24.04.2008 09:16:33 CHANIELLE ESTMENT MANLEY: I havnt directly copied, but i still reference the material in the text. should i not reference it if its not a direct quote, for example.

24.04.2008 09:16:43 JOLANDI VAN ROOYEN: So with this you mean that we should write what was said by someone else in our own words and then reference it as well?

24.04.2008 09:16:48 RAZWAN RASSEDEEN: even i have the same question

24.04.2008 09:17:23 RAZWAN RASSEDEEN: .

24.04.2008 09:17:29 Samantha Gamage: when we submit assignments to Mydropbox,sometimes candidates own writing get higlighted as copied from Internet what can we do about this?

24.04.2008 09:17:47 E.A. DHARMASIRI: .

24.04.2008 09:18:06 Steve Hill: See my reply above. Don't just copy out large sections, but use paraphrasing and cite, as shown at top of page 2 of our guidance. Of course it is fine to use quotes that are directly relevant, but I once saw an assignment where three quarters of one page was made up of a quote!

24.04.2008 09:18:34 Steve Hill: Hi Jolandi, yes write it in your own words and cite it

24.04.2008 09:18:44 RAZWAN RASSEDEEN: .

24.04.2008 09:18:52 JOLANDI VAN ROOYEN: Thanks

24.04.2008 09:19:08 CARLA BARBOSA: .

24.04.2008 09:19:29 CHANIELLE ESTMENT MANLEY: wow! no i dont do that. i just have alot of relevant information, such as statistics and so on, which needs to be referenced. However i dont copy huhe sections like that.



24.04.2008 09:19:40 E.A. DHARMASIRI: yeah mam sam, even in the past asignment of mine, even though i wrote them in my own words, it detected, that i have copied from the internet

24.04.2008 09:19:46 CHANIELLE ESTMENT MANLEY: whole

24.04.2008 09:19:58 ANNALISE SNYMAN: .

24.04.2008 09:20:20 E.A. DHARMASIRI: .

24.04.2008 09:20:34 RAZWAN RASSEDEEN: .

24.04.2008 09:20:35 E.A. DHARMASIRI: assignment\*

24.04.2008 09:20:36 Samantha Gamage: What are we to do about Defenitions(like in A and NW assignments). do we have to refer them as well

24.04.2008 09:20:56 JOLANDI VAN ROOYEN: But how is it possible? If you have put it in your own words?

24.04.2008 09:21:03 Steve Hill: Hi Samantha, MDB and other anti-plagiarism tools are just that, tools, and the results need careful interpretation by markers, Sometimes, what you have written may already be on the MDB site since it stores what you write so that we can catch people using answers that they may have bought from internet sites. All of our markers are told of the need not to just blindly accept the bare statistics at face value, but to interpret them.

24.04.2008 09:21:26 Matthew Coupe: The useful policies and advice can be found in the Personal Support section at:  
<http://campus.nccedu.com/campus/personalsupport/policyandadvice>

24.04.2008 09:21:30 E.A. DHARMASIRI: .

24.04.2008 09:21:48 RAZWAN RASSEDEEN: yes... even i have my own words on the assignments, but myDropBox syas that it is copied from the internet.why is that??

24.04.2008 09:22:18 Steve Hill: Hi Samantha-definitions can be sited if they come from a particular source-most often you will have read the definition somewhere, so cite that source. There are often different definitions of the same concept.

24.04.2008 09:22:57 E.A. DHARMASIRI: .

24.04.2008 09:23:05 RAZWAN RASSEDEEN: .

24.04.2008 09:23:22 CHANIELLE ESTMENT MANLEY: ive got a Q: if we use relevant information from the case study of the assignment, do we reference it as "Scenario"?



24.04.2008 09:23:27 ANNALISE SNYMAN: .

24.04.2008 09:23:29 JOLANDI VAN ROOYEN: Steve if the dropbox states that you have copied info from the internet what happen then?

24.04.2008 09:23:34 RAZWAN RASSEDEEN: .

24.04.2008 09:23:50 E.A. DHARMASIRI: .

24.04.2008 09:23:56 NCC Education (SEA): has entered the room.

24.04.2008 09:23:57 RAZWAN RASSEDEEN: .

24.04.2008 09:24:14 CARLA BARBOSA: .

24.04.2008 09:24:28 Sonja Groenewald: has entered the room.

24.04.2008 09:24:33 Steve Hill: Hi Razwan, don't forget that other people may plagiarise or copy your work if you are not careful. Also, you can't get away with re-cycling an old assignment that has previously been submitted to MDB

24.04.2008 09:24:54 RAZWAN RASSEDEEN: .

24.04.2008 09:24:56 ANNALISE SNYMAN: .

24.04.2008 09:25:08 E.A. DHARMASIRI: .

24.04.2008 09:25:49 Samantha Gamage: a

24.04.2008 09:26:14 RAZWAN RASSEDEEN: .

24.04.2008 09:26:31 RAZWAN RASSEDEEN: ok...

24.04.2008 09:26:42 E.A. DHARMASIRI: .

24.04.2008 09:26:48 Steve Hill: Hi Jolandi, if MDB says you have copied it tells us where from, so markers can check the source, and highlights different sources in different colours so they stand out visually. The marker then has to exercise their academic judgement, as an experienced teacher and marker, and decide on the seriousness of what they find.

24.04.2008 09:27:28 JOLANDI VAN ROOYEN: Will everyone's assignmnets then show that there was copied fromthe internet as this is the main source where we get our information from? And if we have referenced the parts that have been taken form the intenet is that fine?

24.04.2008 09:27:33 RAZWAN RASSEDEEN: .



24.04.2008 09:27:34 JOLANDI VAN ROOYEN: Ok thanks

24.04.2008 09:28:02 CHANIELLE ESTMENT MANLEY: thats agood idea, to highlight the references.

24.04.2008 09:28:18 Anne Brandolani: has entered the room.

24.04.2008 09:28:18 CARLA BARBOSA: .

24.04.2008 09:28:43 E.A. DHARMASIRI: Sending message...

24.04.2008 09:28:56 RAZWAN RASSEDEEN: Sending message...

24.04.2008 09:29:18 E.A. DHARMASIRI: .

24.04.2008 09:29:27 Sam Holt: has entered the room.

24.04.2008 09:29:34 ANNALISE SNYMAN: .

24.04.2008 09:30:02 Steve Hill: Hi again Jolandi, referencing appropriate internet material is fine, using our guidelines. Don't overlook references to your textbooks and any other sources. WE expect you all to use academic journals as well as just books, particularly on our top-up final year degree and PgD courses, for example using the University of WAles on-line library which UoW students have access to.

24.04.2008 09:30:41 JOLANDI VAN ROOYEN: Ok thanks

24.04.2008 09:31:21 Matthew Coupe: The referencing and bibliographies guide can be found here in the Personal Support section of Campus or directly at: <http://campus.nccedu.com/campus/personalsupport/policyandadvice>

24.04.2008 09:31:48 CHANIELLE ESTMENT MANLEY: Thank you for your help Dr Hill.

24.04.2008 09:31:55 JOLANDI VAN ROOYEN: Thanks Matthew

24.04.2008 09:31:55 CHANIELLE ESTMENT MANLEY: has left the room.

24.04.2008 09:32:16 CARLA BARBOSA: steve i am struggling to go into the wales on line library even after doing the correct procedure of putting in my user name and password?

24.04.2008 09:33:00 JOLANDI VAN ROOYEN: Thanks Steve for your help

24.04.2008 09:33:05 JOLANDI VAN ROOYEN: has left the room.

24.04.2008 09:33:29 Sam Holt: Hi Carla, if you contact me



(samuel.holt@homail.com) after this session I'll help you with the online library.

24.04.2008 09:33:37 RAZWAN RASSEDEEN: Sending message...

24.04.2008 09:33:40 Samantha Gamage: Sending message...

24.04.2008 09:33:50 Sam Holt: Sorry, use this email address:  
samuel.holt@nccedu.com

24.04.2008 09:34:04 CARLA BARBOSA: thank you so much sam, really appreciate that alot

24.04.2008 09:34:12 ANNALISE SNYMAN: .

24.04.2008 09:34:36 Steve Hill: Annalise, do you have a question?

24.04.2008 09:35:31 RAZWAN RASSEDEEN: Sending message...

24.04.2008 09:35:47 ANNALISE SNYMAN: no i am fine, mainly had the same questions as the other people, its clear now thanks

24.04.2008 09:36:03 RAZWAN RASSEDEEN: why does MDB sya that my own words are copied from the internet??

24.04.2008 09:36:17 Steve Hill: Hi Analise, glad that its clearer now.

24.04.2008 09:36:35 CARLA BARBOSA: what will happen if you accidentally referenced something wrong, will that be plagerism and will be in trouble (even if we didnt know or mean it)?

24.04.2008 09:36:42 Steve Hill: Hi Razwan, don't forget that other people may plagiarise or copy your work if you are not careful. Also, you can't get away with re-cycling an old assignement that has previously been submitted to MDB

24.04.2008 09:36:43 Samantha Gamage: after checkin an assignment through MDB, how much percentage copied from internet is acceptable

24.04.2008 09:36:52 ANNALISE SNYMAN: thanks alot

24.04.2008 09:36:56 RAZWAN RASSEDEEN: .

24.04.2008 09:37:16 E.A. DHARMASIRI: Sending message...

24.04.2008 09:37:20 E.A. DHARMASIRI: .

24.04.2008 09:37:58 CARLA BARBOSA: how does someone check there assignment on MDB (what does MDB stand for?)



24.04.2008 09:38:07 E.A. DHARMASIRI: .

24.04.2008 09:38:23 ANNALISE SNYMAN: .

24.04.2008 09:38:47 Samantha Gamage: .

24.04.2008 09:38:55 Steve Hill: Hi Samantha, the acceptable % is a matter on interpretation. It's best if your centre gives you access to MDB before you send in the assignment so that you can check and consider what MDB throws up. As I said previously, we don't just pick a % and say 'acceptable' or 'unacceptable' but instead we interpret what the statistics say.

24.04.2008 09:38:58 RAZWAN RASSEEDEN: .

24.04.2008 09:39:22 Samantha Gamage: .

24.04.2008 09:39:40 E.A. DHARMASIRI: .

24.04.2008 09:39:49 RAZWAN RASSEEDEN: .

24.04.2008 09:39:52 Maria Shahzad: has entered the room.

24.04.2008 09:39:56 Steve Hill: Hi Carla, MDB stands for MyDropBox, which our centres have been advised to purchase, although there are lots of other plagiarism detection sites.

24.04.2008 09:40:04 RAZWAN RASSEEDEN: .

24.04.2008 09:40:05 E.A. DHARMASIRI: .

24.04.2008 09:40:43 Ishan Ariyaratne: .....

24.04.2008 09:40:46 Steve Hill: Carla, if you don't have access to MDB or a similar programme, you should ask your tutors at your centre for access.

24.04.2008 09:40:50 RAZWAN RASSEEDEN: .

24.04.2008 09:40:59 ANNALISE SNYMAN: is this where we upload our assignments to?

24.04.2008 09:40:59 E.A. DHARMASIRI: .

24.04.2008 09:41:14 Gareth Evans: has entered the room.

24.04.2008 09:41:14 RAZWAN RASSEEDEN: .

24.04.2008 09:41:28 RAZWAN RASSEEDEN: .



24.04.2008 09:41:35 Ishan Ariyaratne: .

24.04.2008 09:41:39 CARLA BARBOSA: so do test our assignments in MyDropBox before handing them in, and can anyone else see them (fellow students, lecturer?)

24.04.2008 09:41:47 E.A. DHARMASIRI: .

24.04.2008 09:41:57 RAZWAN RASSEDEEN: .

24.04.2008 09:42:28 ANNALISE SNYMAN: .

24.04.2008 09:42:52 E.A. DHARMASIRI: is it enough just to put a bibliography without citing?

24.04.2008 09:42:52 Steve Hill: Hi Carla, if you use the wrong source, we will probably regard it as just sloppy work, but if nearly every reference is wrong, we will be more suspicious. I've seen assignments where 70% of references were wrong, not just minor errors, so to me it looks worse than just sloppy ;-)

24.04.2008 09:43:30 CARLA BARBOSA: oh ok tks steve

24.04.2008 09:43:32 Maria Shahzad: hi sir ...

24.04.2008 09:43:38 E.A. DHARMASIRI: .

24.04.2008 09:44:10 ANNALISE SNYMAN: .

24.04.2008 09:44:48 CARLA BARBOSA: steve ive heard that there are several examples of the harvard reference method? what if ours isnt exactly the same as what some others are using?

24.04.2008 09:44:50 E.A. DHARMASIRI: .

24.04.2008 09:45:04 RAZWAN RASSEDEEN: regarding the website we have to do can we copy a java script code to website? how must reference be mentioned

24.04.2008 09:45:18 Steve Hill: Hi E.H. Dharmasiri, you must cite in the text as well as include the references at the end, as otherwise we won't know which parts of the assignment are your own work and which are other peoples.

24.04.2008 09:45:27 RAZWAN RASSEDEEN: .

24.04.2008 09:46:00 Maria Shahzad: the refernce part will be in comma's mr.steve ..?/

24.04.2008 09:46:08 RAZWAN RASSEDEEN: .

24.04.2008 09:46:38 CARLA BARBOSA: in text referencing E.H. Dharmasiri,



bibliography at the end of assignment

24.04.2008 09:47:38 E.A. DHARMASIRI: Sending message...

24.04.2008 09:47:46 RAZWAN RASSEDEEN: Sending message...

24.04.2008 09:47:49 RAZWAN RASSEDEEN: :)

24.04.2008 09:48:29 Steve Hill: Carla, you are right that different sites have slight variations of Harvard, but we focus on the essentials, which are that we can identify exactly which source you have used and that we can go back to that source and check what you have cited and also check your understanding of the source. If we can't do that, then the referencing is inadequate. We insist on Harvard because that is the accepted standard in business and IT since it is easy to use-when we see a citation with name and date, an experienced tutor will often be able to identify the source just from the in-text citation (but you still need the full details in the bibliography).

24.04.2008 09:48:29 E.A. DHARMASIRI: do we need to cite each and every image downloaded from the internet

24.04.2008 09:49:12 RAZWAN RASSEDEEN: .

24.04.2008 09:49:18 E.A. DHARMASIRI: .

24.04.2008 09:49:29 Maria Shahzad: ..

24.04.2008 09:49:43 Sarah Ahmed: hello evryone

24.04.2008 09:49:43 CARLA BARBOSA: thank you steve that makes it much more clearer

24.04.2008 09:49:50 Sarah Ahmed: hello mr. Hill

24.04.2008 09:49:50 E.A. DHARMASIRI: .

24.04.2008 09:50:01 CARLA BARBOSA: hi sarah

24.04.2008 09:50:05 RAZWAN RASSEDEEN: do we have to mention from where the images are taken? must we do that for all images?

24.04.2008 09:50:18 Sarah Ahmed: hi carla

24.04.2008 09:50:26 Samantha Gamage: Sending message...

24.04.2008 09:50:32 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:50:32 E.A. DHARMASIRI: .



24.04.2008 09:50:47 Matthew Coupe: The document with the exact format that we require for referencing can be found at:  
[http://campus.nccedu.com/campus/personalsupport/download/file/CEAZ\\_08\\_Referencing\\_Bibliographies.pdf](http://campus.nccedu.com/campus/personalsupport/download/file/CEAZ_08_Referencing_Bibliographies.pdf)

24.04.2008 09:50:48 RAZWAN RASSEDEEN: .

24.04.2008 09:51:01 E.A. DHARMASIRI: .

24.04.2008 09:51:09 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:51:18 CARLA BARBOSA: thanks mathew

24.04.2008 09:51:20 RAZWAN RASSEDEEN: .

24.04.2008 09:51:28 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:51:28 Steve Hill: Razwan, anything on the web is copyright protected, even if there is no copyright notice. If you copy code from a website and pass it off as your own, then this is potentially plagiarism. However, as a fundamental principle of OO programming is code re-use, its perfectly acceptable to use libraries of code. You must be confident that you can justify why you have used a particular piece of code, as programming assignments are about testing your understanding of programming.

24.04.2008 09:51:44 RAZWAN RASSEDEEN: .

24.04.2008 09:51:52 E.A. DHARMASIRI: .

24.04.2008 09:52:33 Sarah Ahmed: .

24.04.2008 09:52:55 Maria Shahzad: ..

24.04.2008 09:53:19 ANNALISE SNYMAN: /

24.04.2008 09:53:20 Steve Hill: Razwan, see previous answer. Images are also copyright, and can only be used with permission from the copyright owners. I have successfully won damages from people who have breached my copyright copying from the web. You can only copy if you are told that the material may be copied and used, or you have obtained explicit permission.

24.04.2008 09:53:36 E.A. DHARMASIRI: .

24.04.2008 09:53:47 RAZWAN RASSEDEEN: can we refer other sites and include the URL in the comment of the any programming language

24.04.2008 09:53:53 Steve Hill: Hi Sara, do you have a question?



24.04.2008 09:54:14 RAZWAN RASSEDEEN: .

24.04.2008 09:54:17 Sarah Ahmed: no Sir ... i dont have any questions

24.04.2008 09:54:23 Steve Hill: Hi Razwan, urls are not copyright protected, so you can include them

24.04.2008 09:54:25 Waheed Khalid: Mr Steve : Is it possible to use the exact format as outlined or is it ok if we give all the information required to trace back but don't follow the exact format of Harvard Referencing?

24.04.2008 09:54:38 Waheed Khalid: \*is it necessary

24.04.2008 09:54:44 Steve Hill: OK Sara, read the thread

24.04.2008 09:54:51 Samantha Gamage: in web assignments can students included copied java scripts from Internet in the assignment.? and how can we refer that?

24.04.2008 09:55:13 RAZWAN RASSEDEEN: .

24.04.2008 09:55:27 Sarah Ahmed: .

24.04.2008 09:55:37 RAZWAN RASSEDEEN: .

24.04.2008 09:55:46 RAZWAN RASSEDEEN: .

24.04.2008 09:56:00 Steve Hill: Hi Waheed-see previous answer on this. We would expect you to use Harvard rather than, for example, endnotes or footnotes, but we acknowledge that there are slight variations in guides to Harvard referencing.

24.04.2008 09:56:05 E.A. DHARMASIRI: when preparing presentation for e-commerce do we need to cite thw images taken from the internet(where should we do it)

24.04.2008 09:56:11 Steve Hill: Hi Samantha

24.04.2008 09:56:19 RAZWAN RASSEDEEN: ya .... i have the same question as Samantha gamage!

24.04.2008 09:56:37 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:56:40 RAZWAN RASSEDEEN: :)

24.04.2008 09:56:56 RAZWAN RASSEDEEN: hi kaushini

24.04.2008 09:57:02 Steve Hill: Hi Samantha, you can only copy someone else's scripting if they give you permission, and you should acknowledge the source.



24.04.2008 09:57:30 Samantha Gamage: .

24.04.2008 09:57:37 Hamed Abed: Hi guys, Hi Mr.Hill sorry for coming late, I got chat session ... :)

24.04.2008 09:57:43 E.A. DHARMASIRI: .

24.04.2008 09:57:51 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:58:06 Steve Hill: HI E.H. Dharmasiri, you should only include the images if you have permission, and cite the sources

24.04.2008 09:58:09 RAZWAN RASSEDEEN: should we prpare the report using passive voice?

24.04.2008 09:58:14 Kaushini Priyanvada Haputhanthri: .

24.04.2008 09:58:21 E.A. DHARMASIRI: .

24.04.2008 09:58:39 RAZWAN RASSEDEEN: :)

24.04.2008 09:58:47 Sarah Ahmed: .

24.04.2008 09:58:49 Waheed Khalid: Mr Steve : What I mean is that when work from some book is used then its required to mention the book name and then the author name

24.04.2008 09:59:05 RAZWAN RASSEDEEN: .

24.04.2008 09:59:16 E.A. DHARMASIRI: .

24.04.2008 09:59:17 Steve Hill: Hi Razwan, the passive voice is more complex than the active voice. Reports should be completed in the third person, rather than using 'I did ...' etc.

24.04.2008 09:59:37 RAZWAN RASSEDEEN: ya... the book name and the author should be mentioned right?

24.04.2008 09:59:51 E.A. DHARMASIRI: .

24.04.2008 09:59:59 Waheed Khalid: now we can follow Harvard format for that as well as some other variations which essentially would not the Harvard format

24.04.2008 10:00:42 Steve Hill: Hi Waheed, if you include material from a book or other source, or you papraphrase part of a book, then it should be cited-see guidance on pages 1-2 of our 'Referencing...' guide

24.04.2008 10:00:50 RAZWAN RASSEDEEN: :)



24.04.2008 10:01:02 E.A. DHARMASIRI: .

24.04.2008 10:01:31 Steve Hill: Hi Razwan, yes name and date, with a, b, c if more than one publication by the same author in a particular year.

24.04.2008 10:01:42 Sarah Ahmed: .

24.04.2008 10:01:42 E.A. DHARMASIRI: .

24.04.2008 10:01:46 Samantha Gamage: .

24.04.2008 10:01:50 RAZWAN RASSEDEEN: .

24.04.2008 10:02:01 Hamed Abed:

24.04.2008 10:02:06 Maria Shahzad: .

24.04.2008 10:02:16 E.A. DHARMASIRI: .

24.04.2008 10:02:26 RAZWAN RASSEDEEN: ok thanks mr.hill, i got it!

24.04.2008 10:03:00 Steve Hill: You've all kept me busy, its been good to 'chat', does anyone have any more questions?

24.04.2008 10:03:04 RAZWAN RASSEDEEN: .

24.04.2008 10:03:24 E.A. DHARMASIRI: if we learn something from the NCC text books, do we need to cite it

24.04.2008 10:03:27 RAZWAN RASSEDEEN: .

24.04.2008 10:03:40 Sarah Ahmed: yes Mr. Hill... i have got a question

24.04.2008 10:03:48 E.A. DHARMASIRI: .

24.04.2008 10:03:55 CARLA BARBOSA: thanks steve for all your help and advice, hope to speak to you soon again keep well enjoy weekend bye everyone

24.04.2008 10:04:04 Sarah Ahmed: after completeing our BSC hons degree programme.... when do we get our certificates?

24.04.2008 10:04:11 Steve Hill: Hi EA Dharmasari, yes, if you include material from NCC texts that should also be cited

24.04.2008 10:04:18 E.A. DHARMASIRI: .

24.04.2008 10:04:28 Maria Shahzad: ..



24.04.2008 10:04:37 E.A. DHARMASIRI: .

24.04.2008 10:04:40 Samantha Gamage: :)

24.04.2008 10:04:49 ANNALISE SNYMAN: Thank you steve for everything, really helps a lot. Enjoy the rest of your day! bye everyone

24.04.2008 10:04:52 RAZWAN RASSEDEEN: Ya.. dharmasiri, i have the same Q\*

24.04.2008 10:05:04 Sam Holt: Hi Sarah, you will receive your certificates approximately a month after your final results are decided at the exam board.

24.04.2008 10:05:11 E.A. DHARMASIRI: .

24.04.2008 10:05:21 RAZWAN RASSEDEEN: :)

24.04.2008 10:05:35 Steve Hill: Hi Sarah, we hold an exam board and following the exam board UoW will issue the certificates. Can you check with customer service for the exact date or check with the centre?

24.04.2008 10:05:35 E.A. DHARMASIRI: .

24.04.2008 10:05:36 RAZWAN RASSEDEEN: :)

24.04.2008 10:05:36 Waheed Khalid: Sam Holt - Good to see you here :)

24.04.2008 10:05:42 Sarah Ahmed: hello Mr. Sam Holt.... thanx a lot for the reply

24.04.2008 10:05:54 Steve Hill: Thanks Sam

24.04.2008 10:06:05 RAZWAN RASSEDEEN: .

24.04.2008 10:06:06 Sam Holt: No problem. Glad to help.

24.04.2008 10:06:06 Samantha Gamage: ok thanks Steve it was really helpfull

24.04.2008 10:06:07 Sarah Ahmed: thanx Mr. Hill....

24.04.2008 10:06:16 E.A. DHARMASIRI: .

24.04.2008 10:06:33 RAZWAN RASSEDEEN: .

24.04.2008 10:06:49 RAZWAN RASSEDEEN: .

24.04.2008 10:06:49 E.A. DHARMASIRI: .

24.04.2008 10:07:09 Sarah Ahmed: Mr. frank has entered guyz... lets go for our



chat

24.04.2008 10:07:10 Steve Hill: Have a good weekend and success in your NCC Education courses everyone.

24.04.2008 10:07:18 RAZWAN RASSEDEEN: ok bye everyone.....

24.04.2008 10:07:21 E.A. DHARMASIRI: .

24.04.2008 10:07:24 Sarah Ahmed: thanx a lot for ure time Mr. Hill

24.04.2008 10:07:25 Waheed Khalid: Thanks Mr-Steve

24.04.2008 10:07:39 RAZWAN RASSEDEEN: thanks Mr.hill, it was very helpful

24.04.2008 10:07:46 Waheed Khalid: Mr-Steve: Glad to have chat with you today :)

24.04.2008 10:07:55 RAZWAN RASSEDEEN: bye bye

24.04.2008 10:08:11 Waheed Khalid: We have other chat now....we need to run to it..

24.04.2008 10:08:18 Waheed Khalid: Thanks everyone for all the help :)

24.04.2008 10:08:24 Sarah Ahmed: yeah it was great to have a chat with you Mr. Hill

24.04.2008 10:08:33 E.A. DHARMASIRI: ?>)

24.04.2008 10:08:36 Hamed Abed: Thanks Mr.Hill for your time :)

24.04.2008 10:08:41 Sarah Ahmed: take care...bbye

24.04.2008 10:08:44 RAZWAN RASSEDEEN: .

24.04.2008 10:08:44 Sarah Ahmed: has left the room.

24.04.2008 10:08:45 E.A. DHARMASIRI: .

24.04.2008 10:08:52 RAZWAN RASSEDEEN: .

24.04.2008 10:09:07 ANNALISE SNYMAN: has left the room.

24.04.2008 10:09:19 Waheed Khalid: Bye

24.04.2008 10:09:37 RAZWAN RASSEDEEN: bye everyone



24.04.2008 10:10:04 E.A. DHARMASIRI: .

24.04.2008 10:10:29 E.A. DHARMASIRI: Thanks Mr.Hill

24.04.2008 10:13:15 Steve Hill: Thank you everyone, goodbye.

24.04.2008 10:13:42 Yen Ming Chin: Thanks, Steve. This is really good.

24.04.2008 10:17:01 Yen Ming Chin: has entered the room.

24.04.2008 10:19:52 Yen Ming Chin: has entered the room.

24.04.2008 10:24:18 Samantha Gamage: .

24.04.2008 10:30:16 RAZWAN RASSEDEEN: has left the room.

24.04.2008 10:32:43 Matthew Coupe: has left the room.

24.04.2008 10:34:00 Matthew Coupe: has entered the room.