

VeriGuide 维诚

使用手册（学生）

以维诚系统提交作业

香港中文大学对学生作业有严格的学术诚信要求，不论考试作弊或作业抄袭，一律以零容忍政策处理。违反有关规定的学生予以惩处，严重者包括开除学籍。

教务会教与学委员会决定由二〇〇八年九月起，所有本科及高级学位课程的学生作业均须经「维诚」系统提交。此决定适用于以计算机制作，且内容以文字为主的作业（即不包括以计算为主的理学科目作业、实验简报、艺术及建筑科目的绘图作业等）。「维诚」系统由工程学院计算器科学与工程学系老师代表教务会教与学委员会开发。系统将所有中、英论文存盘，然后与网上资料、早期的学期论文及其他同学所提交的学期论文作比较，提供数据让老师判断作业是否学生原创。系统亦会发通知给老师及论文委员会（如适用）。

一、登录

- VeriGuide 网址
- 登录

二、文件提交

- 选择课程
- 输入作业信息
- 注意事项
- 确认提交

三、提交记录与呈交声明

- 查看提交记录
- 提交呈交声明

附件一、呈交声明样例

一、登录

VeriGuide 网址

https://academic.veriguide.org/academic/login_CUHK.aspx

登录

输入你的登录名称 "学生编号"@link.cuhk.edu.hk 和 OnePass密码，然后按 "Sign in"。



[Eng] [繁] [简]
The Chinese University of Hong Kong

Overview: VeriGuide for CUHK

This is the new front-end for VeriGuide, a system to check similarities on documents from different sources to uphold academic honesty. Using this site, students could turn in their course assignments, and course lecturers could check the submission status. Please visit [Honesty in Academic Work](#) website for more information on academic honesty policy.

You may select one of the following editions of VeriGuide to upload your submission. Please refer to the [factsheet](#) on the differences between VeriGuide 2020 and VeriGuide Express.



VeriGuide 2020

This is the new VeriGuide which allows students to submit assignments, and teachers to view the similarity percentage and originality report of the students' submissions under each course in CUSIS. Teachers using VeriGuide 2020 can create assignment deadlines and assignment names. Permitted staff members can use the VeriGuide self-check function to check documents for general purpose, or submit research proposals to ORKTS.

[Click here to login VeriGuide 2020](#)



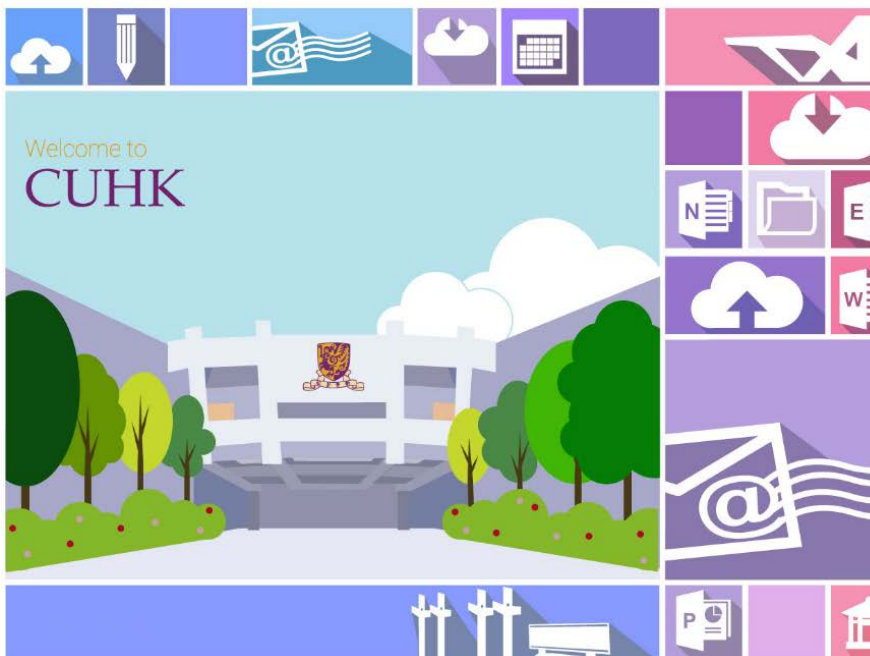
VeriGuide Express

VeriGuide Express is a web application that provides an alternative method for students to quickly submit assignments to VeriGuide 2020. Students should consider using VeriGuide Express during the peak submission period. Please note students should wait 15 minutes before going to VeriGuide 2020 to check their uploaded submissions. The submission time of the file upload will be unaffected and it is recorded when the students redirected to the assignment submission successful page.

[Click here to login VeriGuide Express](#)

[Home](#) | [Services](#) | [Partners](#) | [About](#)

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CUHK LOGIN

For MyCUHK, Microsoft 365, LibrarySearch...

Login with
Student: *Student-ID@link.cuhk.edu.hk*
Staff: *alias@cuhk.edu.hk*
Alumni: *alumni-ID@link.cuhk.edu.hk*
Password: OnePass Password

[Sign in](#)

- [Login Help](#)
- [Change Password / Forgot Password](#)
- [Forgot Alumni ID / Password](#)
- [Contact ITSC](#)

登录之后，你就可以提交作业或查看提交记录。

🏠 [文件提交](#) | [提交纪录](#) | [资源](#) 登出

概览



学术版

概览

这是你的 VeriGuide (维诚) 帐户概览页。



文件提交

你可选择合适的提交功能把你的文件上传至 VeriGuide。



提交纪录

你可查看你透过不同提交功能的提交纪录。

二、文件提交

在概览页按下 "文件提交"。



概览

这是你的 VeriGuide (维诚) 帐户概览页。

文件提交
你可选择合适的提交功能把你的文件上传至 VeriGuide。

提交纪录
你可查看你透过不同提交功能的提交纪录。

选择课程

1. 选择学年和学期，系统会显示你修读的科目
2. 选择你要提交的作业所属的课程
3. 如果系统没有显示相关科目，你可以输入课程编号来搜索（课程编号可参考上课时间表）



概览 > 提交作业

科目资料

学年 2011-2012

学期 1

选择科目 MMAT-5510--: Foundation of Advanced Mathematics
 PEDU-6051--: Curriculum: Perspectives and Design

...或输入编号来搜索

作业信息

作业评分员 (先选择科目)

作业号码 (先选择评分员)

截止日期

档案 浏览...

提交类型 个人项目 小组项目

下一步

输入作业信息

1. 选择评分老师（请点选老师的名字，如果没有显示老师的名字，则选 MBA IN FINANCE）
2. 选择作业号码（代表这是这门课的第几份作业，提交前请跟老师确认）
3. 输入提交作业的截止日期
4. 上载档案 ***细阅下页 "注意事项"**
5. 指明这是个人作业还是小组作业
6. 按 "下一步"

概览 > 提交作业

科目资料

已选课程

年度: 2011-2012

学期: 1

科目: MMAT-5510--: **Foundation of Advanced Mathematics**

(选择另一课程...)

作业信息

作业评分员

作业号码

截止日期

档案

提交类型 个人项目
 小组项目

下一步

注意事项

请确定你的文件符合以下各项，以避免在处理过程中发生问题：

- 以支援的文件格式储存
- 能够在你的电脑开启档案
- 没有以密码保护或加密
- 包含有效内容及不是空白档案
- 档案大小不大于 20 Megabyte (MB)

如在处理你的文件过程中持续发生问题，请尝试更改档案格式（如：转换成 PDF 档）并重新提交。

支援的文件格式

Acrobat Portable Document Format (.pdf)

微软 Word (.doc/.docx)

微软 Powerpoint (.ppt/.pptx)

纯文字文件

网页 HTML (.htm/.html)

微软 Excel (.xls/.xlsx)

OpenOffice

Zip 压缩档

身份遮蔽

为了保护您的身份免被暴露，请您在提交的文件中把个人信息置于<<* ... *>>里。

例子

姓名： <<*陈大文*>>

学生编号： <<*07234562*>>

注意：

此身份遮蔽功能仅适用档案内容，并不适用于档案名称。

确认提交

1. 覆阅你已输入的资料。如确实无误，勾选 是, 提交资料正确。 ，并按 "下一步" 继续。

概览 > 提交作业

科目资料

已选课程
年度: 2011-2012
学期: 1
科目: MMAT-5510--: Foundation of Advanced Mathematics

作业信息

已选作业
作业号码: 1
作业评分员: ██████████
截止日期: 2011-09-13
档案: C:\fakepath\Chen Dawen_MMAT5510.doc
提交类型: 个人项目

确认

仔细核对, 并确保所提交的作业正确无误。

是, 提交资料正确。 This field is required.

2. 同意作业呈交声明条款，并按 "下一步" 继续。
3. 成功提交后，系统会显示作业提交确认，请记下参考号码。



4. 提交成功与否，系统都会发电邮到学生的中大 CWEM 邮箱。学生可登入查阅。

三、提交记录与呈交声明

学生于提交作业后，必须签署呈交声明，并交予项目办。

查看提交记录

1. 前往 "提交记录"。

2. 进入后可查看提交文件的相关信息

参考号码	提交时间	年度 / 学期	科目	作业	档案名称	呈交声明
██████	2011-12-20 18:21:03	2011-2012 / 1	PEDU-6051--	1	██████████.docx	下载
██████	2011-11-19 19:34:17	2011-2012 / 1	PEDU-6051--	2	██████████.docx	下载
██████	2011-09-11 19:45:42	2011-2012 / 1	MMAT-5510--	1	Chen Dawen_MMAT5510.doc	下载

提交呈交声明

1. 点击下载呈交声明（可参考附件一的样例）
2. 打印、签署，并交回项目办

附件一、呈交声明样例

The Chinese University of Hong Kong Academic Honesty Declaration Statement

Submission Details

Student Name	CHEN, Dawen (s1155[REDACTED])		
Year and Term	2011-2012 Term 1		
Course	[REDACTED]		
Assignment Marker	[REDACTED]		
Submitted File Name	Chen Dawen_MMAT5510.doc		
Submission Type	Individual		
Assignment Number	1	Due Date (provided by student)	2011-09-13
Submission Reference Number	[REDACTED]	Submission Time	2011-09-11 19:45:42

Agreement and Declaration on Student's Work Submitted to VeriGuide

VeriGuide is intended to help the University to assure that works submitted by students as part of course requirement are original and that students receive the proper recognition and grades for doing so. The student, in submitting his/her work ("Work") to VeriGuide, warrants that he/she is the lawful owner of the copyright of this Work. The student hereby grants a worldwide irrevocable non-exclusive perpetual license in respect of the copyright in this Work to the University. The University will use this Work for the following purposes:

(a) Checking that this Work is original

The University needs to establish with reasonable confidence that the Work is original, before this Work can be marked or graded. For this purpose, VeriGuide will produce comparison reports showing any apparent similarities between this Work and other works in order to provide data for teachers to decide, in the context of the particular subjects, course and assignment, whether, any such reports that show the author's identity will only be made available to teachers, administrators and relevant committees in the University with ultimate responsibility for marking, grading, examining, degree and other awards, quality assurance, and where necessary, for student discipline.

(b) Anonymous archive for reference in checking that future works submitted by other students to the University are original

The University will store this Work anonymously in an archive, to serve as one of the bases for comparison with future works submitted by other students of the University, in order to establish that the latter are original. For this purpose, every effort will be made to ensure this Work will be stored in a manner that would not reveal the author's identity, and that in exhibiting any comparison with other work, only relevant sentences/ parts of this Work with apparent similarities will be cited. In order to help the University to achieve anonymity, this Work submitted should not contain any reference to the student's name or identity except in designated places on the front page of this Work (which will allow this information to be removed before archival).

(c) Research and statistical reports

The University will also use the material for research into the methodology of textual comparisons and evaluations, on teaching and learning, and for the compilation of statistical reports. For this purpose, only the anonymously archived material will be used, so that student identity is not revealed.

I confirm that the above submission details are correct. I am submitting the assignment for:

an individual project OR

a group project, to be done on behalf of all members of the group, on the understanding that ALL group members are responsible should there be any plagiarized contents.

I have read the above and in submitting this Work fully agree to all the terms. I declare that this Work here submitted is original except for source material explicitly acknowledged, the same or closely related material has not been previously submitted for same or different courses, and that the submitted soft copy with details listed in the <Submission Details> above is identical to the hard copy(ies), if any, which has(have) been / is(are) going to be submitted.

I also acknowledge that I am aware of University policies and regulations on honesty in academic work, and of the disciplinary guidelines and procedures applicable to breaches of such policies and regulations, as contained in the University website <Honesty in Academic Work: A Guide for Students and Teachers>.

Signature (CHEN, Dawen)

Date

Instruction for Submitting Hard Copy / Soft Copy of the Assignment

This signed declaration statement should be attached to the hard copy assignment or submission to the course teacher, according to the instructions as stipulated by the course teacher. If you are required to submit your assignment in soft copy only, please print out a copy of this signed declaration statement and hand it in separately to your course teacher.