

Avoiding Plagiarism

What is plagiarism?

Plagiarism is

- Using someone else's words or ideas without giving them credit
- Presenting someone else's ideas as your own
- Asking someone else to write your paper
- Borrowing someone else's paper and using it as your own
- Purchasing or downloading papers from the internet

Avoid plagiarism by using direct quotations, paraphrasing, or summarizing. Remember, *always cite sources!*

Cite sources...

- | | |
|--|---|
| ⇒ When using <i>Quotes, Summaries, or Paraphrases</i> | ⇒ When using an <i>Idea</i> from another source |
| ⇒ When using <i>Facts</i> that are not widely known | ⇒ When using <i>Judgments</i> and <i>Opinions</i> of others |
| ⇒ When using <i>Graphs, Charts, Images, or other Statistical Information</i> from a source | ⇒ When using <i>Video</i> and <i>Sound</i> |

To paraphrase...

- | | |
|---|---|
| ⇒ Locate the individual statements or major idea units in the original | ⇒ Compare the meaning of the paraphrase to the original to ensure that the rewording is sufficient and the meaning has been preserved |
| ⇒ Change the order of major ideas, maintaining the logical connections among them | ⇒ Weave the paraphrase into your essay in accordance with your rhetorical purpose |
| ⇒ Substitute synonyms for words in the original, making sure the language in your paraphrase is appropriate for your audience | ⇒ Document the paraphrase |
| ⇒ Combine or divide sentences as necessary | |

For more strategies:

Reading and Writing in the Academic Community, 3rd edition (page 67), by Mary Lynch Kennedy and Hadley M. Smith

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For example...

⇒ **Original passage:**

- *Students frequently overuse direct quotation in taking notes, and as a result they overuse quotations in the final [research] paper. Probably only about 10% of your final manuscript should appear as directly quoted matter. Therefore, you should strive to limit the amount of exact transcribing of source materials while taking notes.*

--Lester, James D. Writing Research Papers. 2nd ed. (1976): 46-47.

Plagiarism looks like...

- *Students often use too many direct quotations when they take notes, resulting in too many of them in the final research paper. In fact, probably only about 10% of the final copy should consist of directly quoted material. So, it is important to limit the amount of source material quoted while taking notes.*

Paraphrasing looks like...

- *When taking notes, many students often use too many direct quotes. This excessive use of quotation commonly carries over into the research paper itself. James D. Lester recommends that only 10% of a research paper should consist of quotes. In order to help limit the number of direct quotations used in a paper, he suggests that students limit the amount of quotations they include in their notes (Lester 46-47).*