

What is Plagiarism?

Plagiarism is using another person's work or ideas without clearly acknowledging the source of that information. Using someone's work includes:

- Original ideas, art, graphics, computer programs, music, and other creative expressions.
- Writing, charts, pictures, graphs, diagrams, data, websites, etc.

How can I avoid Plagiarism?

You must put others' words in quotation marks or block quotations and cite these sources. You must give citations when using others' ideas, even if those ideas are paraphrased in your own words.

Why are citations so important?

You would not want someone taking credit for a research paper you wrote or a painting or sculpture you created. A scientist must document how an experiment was developed, tested and hypothesized. This is done so that others may check the work to verify the results. The same is done for a research paper; you must give a blueprint so that others can see how you came to your conclusions.

What if I've read so much about a topic that I'm not sure if they are my ideas or not?

You can eliminate this problem by citing **ALL** your sources as you gather them. Do not make the mistake of trying to find a material's source after you have already used it in your paper. Take down the proper citation information with each book, article or other material as you gather information even if you don't think you will use that source.

**CCS does not tolerate plagiarism!!!!
Common Knowledge**

Common Knowledge is information that can be found in numerous places and the general public already knows such as, *President Kennedy was assassinated* or *Prince Charles is heir to the British throne*. These facts do not need to be cited.

How to cite sources

Parenthetical Citations: The most common citation method is to identify the source in the text, and then to put the page number of the cited material in parentheses at the end of the cited material. Include the author's last name if it is not mentioned in the paragraph.

A direct quote must include the author's words verbatim and should include a statement giving credit to the source such as, *According to Reynolds, Reynolds states,* or *Research of Michael Reynolds concludes, etc.* These are all acceptable ways to introduce a quote.

According to Aesop, "Honesty is the Best Policy" (Pinkney, 85).

*** For long quotes, (those of four or more lines) use block quotations. You do not use quotation marks in a block quote and the period goes at the end of the sentence and before the citation information as opposed to after the citation information in a short quote.

Many children enjoy expressing themselves through artistic endeavors as Janice

Beaty reveals:

Even when peers at higher levels are building nearby, the novice builder usually does not try to copy their methods. Block building, like art, is a very personal and satisfying expression of a child's individual creativity.... The youngsters truly will learn cognitive concepts only by striggling with building problems on their own and finding their solutions. (258)

*** When breaking up a long quotation, if there is a period (or a sentence or several sentences) between the first and last of what you are quoting, use a 4-dot ellipse. If it is part of the same sentence, use the 3-dot ellipse.

*** The author's last name links the reader to a list of sources (Works Cited) at the end of the paper where the publishing information is given. They are arranged alphabetically by author's name. If no author is given, the title is listed alphabetically.

Works Cited

Beaty, Janice. Observing Development of the Young Child. 4th ed. Upper Saddle River, NJ: Prentice-Hall, 1998.

Pickney, Jerry. "The Mermaid and the Woodcutter." Aesop's Fables. New York: SeaStar Books, 2002.

Information needed for every citation includes:

Author's name, Title, and Publication Information.

Additional information if applicable:

Edition, Volume, Title of article, Title of Journal, Editor, Translator, Compiler, Network address (URL), Page Number(s), Institution or Organization Name, etc. For information obtained on the Internet, it is not a bad idea to include the date the research was gathered and a printout of the first page of the website due to the ephemeral nature of the web (here today, gone tomorrow).

Paraphrase

To **Paraphrase** is to take someone's ideas and to put them in your own words. This is acceptable if you are not copying the text verbatim. However, you must still acknowledge the source in your bibliography. One way to do this is to begin your summary with a statement giving credit to the source as in a quote.

You can use any unique words or phrases in your summary but they must be in quotation marks to acknowledge that they are the author's words and not your own. *Turner warns that "gross negligence" exists in our legal system (24).*

When paraphrasing, cover the original text and write your summary from memory using your own words. Check the original when finished to make sure you have an accurate account of the author's intent and to verify that you have not used the author's words instead of your own.

Footnotes and Endnote

Two other citation methods are **footnotes** and **endnotes**, which use raised numbers at the end of an idea or quoted words to link the reader to the source given at the bottom of the page (footnote) or at the end of the paper (endnote).

Avoiding Plagiarism

The following examples illustrate four ways of plagiarizing a passage and the correct ways to use the information giving credit to the source. The first two emphasize the actual words whereas, the second two emphasize the idea. The plagiarized passages are in *italics*. Consider the following passage:

There was a tendency before the 1970s to see animal violence as pathological, and there still was a tendency in the 1990s to view human violence as pathological. Violence in animals was first reported in captive or crowded populations, and it was inferred that this violence was an abnormal response to the stress of these situations. However, by the 1980s, it was recognized that animal aggression and violence are usually adaptive.

--Maxson, Stephen C. "Animal Studies of Aggression and Violence." Violence in America: An Encyclopedia. Vol. 1. New York: Charles Scribner's Sons, 1999.

1. Copying the text word-for-word without quotation marks or mention of the author's name:

Many experiments have been done to examine animal behavior. *Violence in animals was first reported in captive or crowded populations, and it was inferred that this violence was an abnormal response to the stress of these situations.* Scientists no longer believe this to be true.

CORRECT ACKNOWLEDGEMENT

Many experiments have been done to examine animal behavior. According to Maxson, "Violence in animals was first reported in captive or crowded populations, and it was inferred that this violence was an abnormal response to the stress of these situations"(117). Scientists no longer believe this to be true.

2. Citing the author but neglecting to put words and phrases in quotation marks to identify the author's words in contrast to your own:

Before the 1970s, *there was a tendency to see violence in animals as pathological*, and in the 1990s, this tendency switched to viewing *human violence as pathological*. This violence in animals was first studied *in captive or crowded populations*. Therefore, it was assumed to be caused by *the stress of these situations*. Recently, it is viewed *that animal aggression and violence are usually adapted* (Maxson).

You cannot correctly acknowledge this passage because the passage words are mixed in with the original words. It must be re-written into complete sentences, carefully selecting the quoted material.

3. Paraphrasing the passage (rewriting the material in your own words) without giving credit to the source (author):

It was previously believed that violence in animals was a pathological response to captivity but it is now believed that animals adapt to their surroundings and that anger and aggression are not symptoms of abnormal behavior but a response to their environment.

CORRECT ACKNOWLEDGEMENT

Although it was previously believed that violence in animals was a pathological response to captivity, Maxson asserts that animals adapt to their surroundings and that anger and aggression are not symptoms of abnormal behavior but a response to their environment (117).

4. Using the author's idea without acknowledging the source:

Humans, like animals, behave aggressively not because of a pathological response to stress and captivity but as a natural response to environmental conditions.

CORRECT ACKNOWLEDGEMENT

Aggression is more adaptive than pathological. As Maxson relates, humans, like animals, behave aggressively not because of a pathological response to stress and captivity but as a natural response to environmental conditions (117).

This summary of Maxson's passage includes the word *pathological*, which also appears in the original. Generally, an individual word can be taken from the source without quotation marks unless the author used it in a unique way. Any time two or more consecutive words from the source are used, they must be in quotation marks.

****** Always check your paper carefully using these principles as a guideline and the *MLA Handbook for Writer's of Research Papers* to correctly cite your sources. When in doubt.....ask for help!!!!**

****** Keep in mind that the purpose of a research paper is to gather as much information on a topic as needed in order to formulate a thesis statement (your opinion) and then to use these sources to support your thesis (purpose of the paper).**

Some information for this handout was gathered from the following websites:

Student Judicial Affairs. [Avoiding Plagiarism](http://sja.ucdavis.edu/avoid.htm). University of California, Davis, 2001.

<http://sja.ucdavis.edu/avoid.htm>

Writing Tutorial Services. [Plagiarism](http://www.indiana.edu/~wts/wts/plagiarism.html). Bloomington: Indiana University, 2003.

<http://www.indiana.edu/~wts/wts/plagiarism.html>



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