




# AVOIDING PLAGIARISM

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# Definition

- According to dictionary.com, Plagiarism is
    - “an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own, as by not crediting the original author...” (<http://dictionary.reference.com/browse/plagiarism>)
  - Plagiarism is tantamount to stealing someone else's idea, and in the days of copyrights can be a very costly crime.
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# What's the Problem?

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1 March 2011 Last updated at 17:23 GMT

## German Defence Minister Guttenberg resigns over thesis



The German army was being restructured under Mr zu Guttenberg, so his departure leaves a gap in government

**German Defence Minister Karl-Theodor zu Guttenberg has stepped down after he was found to have copied large parts**

## 10 High-Profile People Whose Degrees Were Revoked

*These notable figures saw their degrees stripped for plagiarism or other crimes.*  
By **MENACHEM WECKER**

May 2, 2012 | [RSS Feed](#) | [Print](#)

Although college and graduate school alumni may assume their diplomas are set in stone, there's no such thing as "no backsies" when it comes to college conferrals, as Joel McHale's character on the television show *Community* knows. McHale plays Jeff Winger, a lawyer who enrolls in community college after his degree is revoked. School administrators—both on television and in real life—seem to think of the degrees they dole out like driver's licenses, which can be suspended or revoked for bad behavior.



# Why Do People Plagiarize?

- If we simply give credit (and in the approved way) to the people whose ideas we use we will not be guilty of plagiarism. We call this “citing sources.” So why do people plagiarize?
  1. They are lazy cheats.
  2. They do not know about plagiarism.
  3. In our “cut and paste” environment it is so difficult to resist.
  4. They are uncomfortable with their own writing skills.
  5. They do not know how to avoid it.



# Remember...

- Plagiarism in academia is using the words and/or ideas of others without permission or without acknowledging the rightful author of those words or ideas with a bibliographic reference.
- When we use the ideas of people all we need to do is cite the sources we use and we will not be guilty of plagiarism.
  - Note, we do not need to cite every piece of information we use in our papers. That which is deemed to be common knowledge (e.g. Jamaica got its independence in 1962) does not need to be cited. If you are not sure that something is common knowledge, cite it.

# Levels of Plagiarism..Still Plagiarism.

- Inadequate documentation occurs when there is no deliberate intention to represent borrowed material as the student's own, but where the student is careless in documentation. Repeated acts of inadequate documentation can be considered to be plagiarism.
- Substantial plagiarism occurs when the writer gives no acknowledgment of sources from which substantial material such as phrases, sentences, or even ideas are drawn.

# Levels of Plagiarism..

- Complete plagiarism occurs when an entire essay is copied from an author or composed by another person and is presented as original work. This also includes “academic dishonesty,” where a student submits a paper written by the student himself/herself for another course, but without permission to do so.
- It must be observed, that whatever the level of plagiarism, because the incidents are to be constantly tracked, the penalties will be applicable.


# Common Examples of Plagiarism

- Downloading papers from commercial Web sites and turning them in as your own.
- Downloading pictures, bits of music, or parts of other people's PowerPoint presentations found on the Web into PowerPoint presentations that you are creating.
- Turning in as your own work a paper (or parts of a paper) that someone else wrote.
- Turning in as your own work a paper that you purchased or downloaded for free.
- Cutting and pasting (or otherwise copying directly) from articles, Web sites, or other sources without citing them.
- Paraphrasing or summarizing what you read without citing the source.
  - Accessed from University of Memphis PPT on Plagiarism, October 22, 2012.  
[http://www.google.com.jm/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.memphis.edu%2Finstructionalsvcs%2Fdocs%2Fplagiarism.ppt&ei=jNiEUPOiE4To8QT7zYHgCw&usg=AFQjCNErEW27INUMxY8q\\_xQJBoEz4ESLBQ](http://www.google.com.jm/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.memphis.edu%2Finstructionalsvcs%2Fdocs%2Fplagiarism.ppt&ei=jNiEUPOiE4To8QT7zYHgCw&usg=AFQjCNErEW27INUMxY8q_xQJBoEz4ESLBQ)




# Plagiarism Policy

- If a student is suspected of plagiarism or admits to such, the following steps will be taken:
  1. The faculty member will meet with the student to discuss the situation. If plagiarism is determined, the faculty member will then inform the Academic Office by filling out the “plagiarism discovery form” and submitting it to the Dean’s office. The incident is then recorded on the school’s “Student Plagiarism Database,” to determine whether or not this is the first infraction of the student, and what action is appropriate.



2. Once plagiarism has been confirmed and the incident recorded, penalties will follow as stipulated below:


- For a first offence, the student will be asked to redo the paper/assignment making the necessary corrections, which will then be scored with no more than the minimum passing grade.
- A second offence will attract a total failure of the course and suspension from school for at least one semester. The student will also be warned at this stage about further sanctions if the offense is repeated.
- A third infraction of plagiarism will result in the student's expulsion from the institution.

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3. At all stages of the process the student is to be warned in writing by the Academic Office of what stage of the process s/he is at, the sanctions applicable and possible increased sanctions if the offense is repeated.

Students may exercise their right to appeal by making such appeal in writing, to the Academic Affairs Committee, no later than fourteen (14) days after being informed of the decision regarding their plagiarism. If such does not provide a satisfactory outcome to the students they may appeal the decision to a higher authority, namely Academic Dean and then President for a final decision.



# Can you identify Plagiarism?

- In the next few slides we provide some instances of notes that are plagiarized while some may not be. Let's see if you can differentiate between them.
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# Is this Plagiarism?

- Actual Quote
  - “The way in which the book of Leviticus is written is to set a blue print for a nation to follow in order for its life in the community to be sustainable. Others sometimes read the book of Leviticus as a reflection on Israel’s history after their national programme had collapsed, in order to set out what would have saved the people (Roper 2012, 10).”
- The student writes:
  - The way in which the book of Leviticus is written is to set a blue print for a nation to follow in order for its life in the community to be sustainable. Others sometimes read the book of Leviticus as a reflection on Israel’s history after their national programme had collapsed, in order to set out what would have saved the people.

# Is this Plagiarism?

- Actual Quote
  - According to Roper (2012), “There tends to be an intensification, acute periods in the experience of injustice. The powers that be, that have their way, flex their muscles from time to time and reduce human beings to mere casualties and collateral damage (34).”
- Student Writes
  - There tends to be an intensification in the experience of injustice. The powers that be, that have their way, flex their muscles and reduce human beings to mere casualties.

# Is this Plagiarism?

- Original Quote
  - “Jubilee is a concept which is at the heart of the Christian world view. Many profoundly important Christian themes converge around the idea of a Jubilee (Roper 2012, 24).”
- Student Writes
  - Jubilee is an important concept to the Christian world view. A lot of profoundly important Christian themes come together around the idea.

# Is this Plagiarism?

- Original Quote
  - ‘The words “to set the oppressed free” are also important to us who are reading them today, because there is resonance with our own historical experience.’
- Student writes
  - According to Roper (2012, 17), ‘The words “to set the oppressed free” are also important to us who are reading them today, because there is resonance with our own historical experience.’





# Is this Plagiarism?

- Original Quote
  - “The words “to set the oppressed free” are also important to us who are reading them today, because there is resonance with our own historical experience.”
- Student Writes
  - Roper (2012, 17) suggests that because of the historical experience of the Caribbean people we can identify closely with the words “to set the oppressed free.”



# How to Avoid Plagiarism

- We may avoid plagiarism by first being careful how we take notes for a paper. As we take notes we ensure that we do the following on a note card or pad.
    1. Write down the full bibliographic reference of the book from which we are getting our idea.
    2. Write out the quote on the note or card exactly as it appears in the book/document
    3. Always record the page numbers along with the quote
- 



Yoder, John Howard. *The Politics of Jesus: Vicit Agnus Noster*. 2nd ed. Grand Rapids, Mich.: Wm. B. Eerdmans Publishing Company, 1994.

Yoder

*“The tradition tells us that we must choose between the individual and the social.”*

p. 113

# Learn to Paraphrase well

- It is clear that mainly whites, and according to Dickson (1789:58) non-whites too, had their private affairs unfairly exposed in the newspapers.
- Write your paraphrase: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Turabian

## Bibliography

Yoder, John Howard. *The Politics of Jesus: Vicit Agnus Noster*. 2nd ed. Grand Rapids, Mich.: Wm. B. Eerdmans Publishing Company, 1994.

## Foot Note

1. John Howard Yoder, *The Politics of Jesus: Vicit Agnus Noster*. 2nd ed. (Grand Rapids, Mich.: Wm. B. Eerdmans Publishing Company, 1994), 113.

# Turabian

- **Reference:**


Yoder, John Howard. 1994. *The politics of jesus: vicit agnus noster*. 2nd ed. Grand Rapids, Mich.: Wm. B. Eerdmans Publishing Company,

- **Parenthetical:**

(Yoder 1994, 113)



# APA Reference List

- Yoder, John Howard (1994). *The Politics of Jesus: Vicit Agnus Noster*. 2nd ed. Grand Rapids, Mich.: Wm. B. Eerdmans Publishing Company.
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# APA In-text Citation

- **PARAPHRASE**

- Yoder (1994) suggests...
- ...a historical reality we can relate to (Roper, 2003).

- **DIRECT QUOTE**

- "... there is resonance with our own historical experience (Roper, 2003, p. 10)."
- According to Roper (2012), "... there is resonance with our own historical experience (p. 10)."
- Roper (2012) maintains that "... there is resonance with our own historical experience (p.10)."