



Avoiding Plagiarism

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What is the definition of plagiarism as presented by *The Brief New Century Handbook, 2nd ed.*? _____

You're plagiarizing if you...

- a) Buy a paper from an Internet site, another student or writer, or any other source and pass it off as your own.
- b) Turn in a paper that someone else has written, whether the person has given it to you, you've downloaded it from the Internet, or you've copied it from any other source.
- c) Changed selected parts of an existing paper and claim the paper as your own.
- d) All of the above

What must you document? (Circle all that apply)

- a) Words or ideas that appear in books, magazines, newspapers, songs, computer programs, TV programs, movies, web pages, letters, advertisements or any similar medium
- b) You don't have to document common knowledge or your own thinking.
- c) Information you gain through interviews or conversing with another person (via the phone, face to face, or in writing)
- d) When you copy exact words or a unique phrases
- e) Your own thinking that consists of your analysis, synthesis, and interpretation of a topic
- f) When you reprint existing diagrams, charts, graphs, pictures, or other visual materials
- g) When you repost or reuse any electronically-available media including images, audio, and video

What are the 2 ways you can avoid plagiarism?

- a) When researching, be extremely careful and methodical in how you take notes on content and when you paraphrase, quote, or summarize.
- b) Never use sources
- c) Practice using documentation and become comfortable with citing the sources you use (this includes MLA, APA, Chicago, and Turabian documentation styles).
- d) All of the above
- e) Both a and c

Circle the 6 Steps to Effective Paraphrasing.

1. Read over the text several times until you grasp its full meaning.
2. Quoting whenever possible because paraphrasing is not credible.
3. Set the original text aside, and write your paraphrase on a note card or sheet of paper.
4. On the note card, jot down the subject of the paraphrase and a few key words that will help you put this information in context later on in your paper.
5. Cut and paste the information you want in your paper without citing it until you are done.
6. Go back and check your notes to make sure you included all the necessary information that was in the original material.
7. Use quotation marks to identify unique words or terminology that you borrowed directly from the original material.
8. Do not waste your time understanding the text, just use its ideas however you would like.
9. Record the bibliographic information on the note card so you can easily refer to it if you use the material in your paper.