

How Do I Avoid Plagiarism?

Do not...

- Purchase, buy, borrow, “lift,” or steal another’s work.
- Copy and paste from a digital copy.
- Copy from a hard copy (paper).
- Copy, paste, and replace words using the thesaurus.
- Just rearrange phrases, substitute some words, or make minor stylistic changes.



Do...

- Print or save the author’s work with all reference information.
- Read a paragraph, look away, restate in your own words.
- Cite authors for their ideas, even in your notes.
- Cite your sources even when you paraphrase or summarize in your own words.
- Use quotation marks when using an author’s exact words.
- Cite your teachers and speakers when you use notes from their lectures.
- Cite your source *in your text* and in your bibliography (parenthetical citation).
- Put your *own* ideas, spin, interpretation, analysis, and “voice” into your work.

Do not cite...

- Common facts and information (e.g., *George Washington was the first president of the United States*, or *Yahoo is a popular web portal*.)
- Your own ideas, interpretations, and observations (this includes lab notes) unless they have been previously published (Yes, it is possible to plagiarize yourself!).
- Titles are not copyrighted, so if you happen to give the same title to your work as someone else you are OK. For example, this handout is entitled “How Do I Avoid Plagiarism.” This is the same title as dozens of other papers and web sites, which is OK. It is *not* OK to copy and paste this page and put your own name on it and claim authorship.

These web pages will help you understand plagiarism

1. **How to avoid plagiarism:** <http://www.northwestern.edu/provost/policies/academic-integrity/how-to-avoid-plagiarism.html>

This page from Northwestern University has good explanations and excellent examples of correct and incorrect citation.

2. **Avoiding Plagiarism:** <https://owl.english.purdue.edu/owl/resource/930/01/>

This Purdue University site has practice activities to help your learn about and avoid plagiarism.

3. **Plagiarism Tutorial for Students:** <http://tlt.psu.edu/plagiarism/student-tutorial/defining-plagiarism-and-academic-integrity/>

4. **Plagiarism:What it is and how to avoid it** <http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

This page from Indiana University has some good examples and explanations of plagiarized text.

5. **How Not to Plagiarize:** <http://www.writing.utoronto.ca/advice/using-sources/how-not-to-plagiarize>

This page from the University of Toronto has a bit different format – more of a “frequently asked questions” and answers page.

6. **Plagiarism and academic integrity:** <http://library.leeds.ac.uk/skills-plagiarism#activate-understanding-plagiarism> Information, activities, and tutorials for students.