# What is Plagiarism? & How to Avoid It

LIBRARY IIT Gandhinagar 28<sup>th</sup> July, 2016

#### Introduction

- Writings, presentations, discussions, deliberations, debates etc. are integral part academic & research works
- Generating new ideas, building upon others ideas is also major part of academic & research work
- Important to know how to borrow others ideas, where & when to use acknowledge them appropriately
- \* Academic institutions are symbol of ethical values
- \* Respect for others ideas & words is a must
- Some where down the line, we are ignoring these values & started plagiarizing others works
- \* Knowledge of use of resources a basic requirement
- \* Awareness of tools & techniques serves the purpose

#### What is Plagiarism?...

Merriam-Webster Dictionary

- "to use the words or ideas of another person as if they were your own words or ideas
- to steal & pass off (ideas or words of another) as one's own
- to use (another's production) without crediting source
- to commit literary theft
- to present as new & original an idea or product derived from an existing source"
  - http://www.merriam-webster.com/dictionary/plagiarize

#### What is Plagiarism?...

In other words,

- An act of presenting words, ideas, images, sounds, charts, graphs, tables, illustrations or any creative expressions (published/unpublished) of others as your own
- \* Academic dishonesty, cheating, theft...

#### What constitutes a Plagiarism?...

\* Copying & pasting material from online resources

- \* Getting a paper from web & submitting as your own
- \* Using another persons work & claiming it as your own
- \* Using photographs, video, audio without acknowledgement
- Quoting a source without using quotation marks-even if you do cite it

#### What Constitutes a Plagiarism?...

- Citing sources which you did not use
- \* Using your own work without properly citing it
- \* Hiring some one to write your paper/assignment
- \* Using other's data or research findings without citing
- \* Fabricating data & submitting as correct data
- Submitting a computer program developed in whole or in part by someone else

#### What Constitutes a Plagiarism?

- Copying ideas or any part from source text without proper citation/ acknowledgement
- Paraphrasing content from source document without proper citation/ acknowledgement
- Preparing summary based on set of sources without proper citation/ acknowledgement
- \* Turning in same paper for more than one class without permission of both teachers
- \* Buying or selling term papers or assignments

#### Why do People Plagiarize?...

- \* Lack of awareness why it is important to cite sources
- \* Simply not knowing what constitutes plagiarism
- \* Lack confidence in own ideas & writing abilities
- \* Not able to figure out how to respond to writing assignment/task
- Never used or not aware of citation styles (MLA, APA, IEEE Style Guides, Chicago Manual etc.)
- \* Lack of knowledge on the ethics of academic / poor writing skills

#### Why do People Plagiarize?

- Competition, peer pressure, set deadlines etc.
- \* Disorganized- managing time, information sources, class notes, instructions etc.
- \* Everyone does it, get high grades so what is big deal
- \* Chances of getting caught or action being taken is rare
- \* Clarity with regard to what is expected
- Not understanding consequences

#### **Types of Plagiarism**

#### \* Deliberate/intentional

- Copying from another source without citing
- \* Buying, stealing, or borrowing a paper
- \* Copying a friend's work
- \* Cutting & pasting blocks of text from electronic sources without proper citing
- \* Unintentional/accidental/ignorance
  - Careless paraphrasing
  - \* Quoting excessively
  - Poor documentation
  - \* Building on someone else's ideas without citation
  - Using source too closely when paraphrasing
  - \* Failure to use your own "voice"

#### What are the consequences?

- Depends on set policies & guidelines
- Depends on severity of act
- \* Warning- from instructor, higher-ups
- \* Reprimanding & punishment
- \* Failing in assignment/course
- \* Suspension
- \* Expulsion
- Noting on transcription
- \* Any other- depending on act of plagiarism

Remember- academic integrity & self esteem at stake

#### How to Avoid Plagiarism?

\* Effective management of time

Developing good research skills

### Effective management of time

- Every task has timeline, due date, deadline
- \* Note these dates & allocate time & follow schedule accordingly
  - Collecting information
  - \* Reading & taking notes
  - \* Drawing an outline
  - Preparing rough draft
  - Final draft
  - \* Extra time for last minute changes

#### Developing Good Research Skills...

- Follow instructions from your course instructor
- \* Use library & web-based resources
- \* Identify scholarly resources
- \* Search for information from these sources
- \* Evaluate & select right source of information
- Organize collected information sources
- \* Read & take proper notes of content & source
- \* Use right tools- databases, citation style & software
- \* Seek assistance from library staff

#### Developing good research skills...

#### \* Take good notes

- \* Note what ideas are extracted from source
- \* Note source(s) as you are taking notes
- Indicate in your notes which ideas are taken from sources (Source name) and
- \* Indicate which are your own insights, thoughts, ideas (My idea)
- \* Write in your own words & ideas
- \* Give credit to sources wherever consulted/used
- \* Give credit using in-text citations
- Include sources in your references
- \* Follow style guides- APA, MLA, IEEE
- \* Avoid using someone else's work with minor 'cosmetic' changes
- \* Be careful copying & pasting from online/electronic sources

#### Developing good research skills

Use Major Strategies

- \* Quoting
- \* Paraphrasing
- \* Summarizing

\* Using content in Common knowledge/domain

## Quoting

- \* Quotations are exact words of an author, copied directly from a source, word for word
- \* Quotations must be cited! Use in text citation

Use quotations when you want to,

- \* add power of an author's words to support your argument
- \* disagree with an author's argument
- highlight eloquent or powerful phrases or passages
- \* Comparing & contrasting specific points of view
- \* note important research that precedes your own

### Paraphrasing

- Paraphrasing means rephrasing words of an author, putting his/her thoughts in your own words
- \* When you paraphrase, you rework source's ideas, words, phrases & sentence structures with your own
- \* Like quotations, paraphrased material must be followed with in-text documentation & cited
- Paraphrase when you want to:
- \* use information on your note cards & wish to avoid plagiarizing
- avoid overusing quotations
- \* use your own voice to present information

### Summarizing

- \* Summarizing involves putting main idea(s) of one or several writers into your own words along with main point(s)
- \* Summaries significantly shorter than original & take broad overview of source material
- \* Necessary to attribute summarized ideas to their original sources

Summarize when you want to:

- \* establish background or offer an overview of a topic
- \* describe knowledge (from several sources) about a topic
- \* determine main ideas of single source

# Using content in Common knowledge/domain

No citation required, if information is

- widely accessible or commonly known
   e.g Indian population, first President of India
- \* likely to be known by a lot of people
- found in a general reference resources, such as a dictionary or encyclopaedia
- \* Advisable to cite, if you are not clear

### **Detecting Plagiarism**

- \* Plagiarizing & detecting it was difficult in print era
- \* Technology- made it easier to track down & identify plagiarism
- \* Search engines can easily detect
- \* Full-text journal articles in library databases
- Computer-assisted detection allows vast collections of documents to be compared to each other
- \* Free & Commercial plagiarism detection services available
- \* Your instructor may well recognize source

#### **Plagiarism Detection Software**

Commercial

□ Ithenitcate http://www.ithenticate.com/

Plagium <u>http://www.plagium.com/</u>

Turnitin <u>http://www.turnitin.com/</u>

URKUND <a href="http://www.urkund.com/en/">http://www.urkund.com/en/</a>

PlagScan <u>http://plagscan.com</u>

### Free Resources to check Plagiarism

#### Free

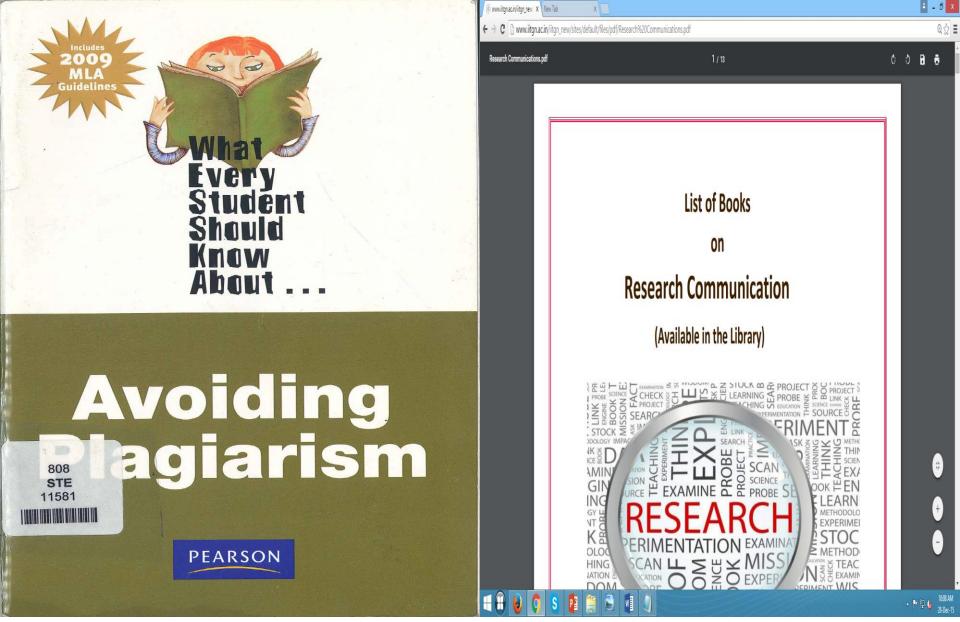
- \* DupliChecker http://www.duplichecker.com/
- \* CopyLeaks https://copyleaks.com/
- \* PaperRater http://www.paperrater.com/
- \* PlagiarismChecker http://www.plagiarismchecker.com/help-teachers.php
- \* Quetext http://www.quetext.com/
- \* Viper http://www.scanmyessay.com/

#### To sum up...

- Important to understand what constitutes plagiarism
- Must understand & use appropriate writing methods to avoid plagiarism
- \* If we ignore, consequences are heavy & severe
- To maintain academic & scholarly integrity, one need to give credit to source from where we borrow & use ideas or information
- \* Referencing/citing is must in any type of documents
- \* Different types of citation style manuals available
- \* Use standard/recommended manual for reference



#### Resources to Read & Follow



**Source:** Stern, L. (2007). *What every student should know about avoiding plagiarism* (1st ed). New York: Pearson/Longman. ISBN: 978-0321446893 [Class No.: 808 STE; Acc. No.: 011581]

**Source:** List of books on "Research Communication" available in Library <u>http://www.iitgn.ac.in/iitgn\_new/sites/default/files/pdf</u> /Research%20Communications.pdf.

#### References...

Plagiarism: What It is and How to Recognize and Avoid It <u>http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml</u>

Introduction to the Guidelines for Handling Plagiarism complaints <u>http://www.ieee.org/publicatons\_standards/pulications/rights/plagiarism.ht</u> <u>ml</u>

Academic plagiarism <u>http://www.academicplagiarism.com</u>

What is Plagiarism?: Gervase Programs: Learning to Lead <a href="http://gervaserprograms.georgetown.edu/honor/system/53377.html">http://gervaserprograms.georgetown.edu/honor/system/53377.html</a>

What is Plagiarism? <a href="http://www.plagiarism.org/plag\_article\_what\_is\_plagiarism.html">http://www.plagiarism.org/plag\_article\_what\_is\_plagiarism.html</a>

#### References...

Plagiarism and why is it important?-University of Arizona http://www.library.aizona.edu/help/tutorials/plagiarism/index.html

Plagiarism: What it is and How to Recognize and Avoid it <u>http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml</u>

What is Plagiarism and How to Avoid It <a href="http://www.sps.ed.ac.uk/undergrad/year\_1\_2/what\_is\_plagiarism">http://www.sps.ed.ac.uk/undergrad/year\_1\_2/what\_is\_plagiarism</a>

Plagiarism: What is it? How do I avoid it? <u>http://jerz.setonhill.edu/writing/academic1/plagiarism/</u>

How to Avoid Plagiarism http//www.northwestern.edu/provost/students/integrity/plagiarism.html

#### References...

Plagiarism-what it is and how to avoid it <u>http://gethelp.library.upenn.edu/guides/engineering/ee/plagiarize.html</u>

Plagiarism-University of North Carolina at Chapel Hill <u>http://www.unc.edu/depts/wcweb/handouts/plagiarism.html</u>

Plagiarism-OWL Pudue <u>http://owl.english.purdue.edu/owl/owlprint/589</u>

Plagiarism in Plain English http://www.lib.utexas.edu/services/instruction/learningmodules/plagiarism

### Plagiarism Policies at the Universities

 De Montfort University http://www.dmu.ac.uk/documents/about-dmu-documents/partnerships/educationalpartnerships/how-to-avoid-plagiarism-and-be-citation-wise.pdf

University of California https://libraries.ucsd.edu/\_files/ioc/tips%20for%20avoiding%20plagiarism%202010.pdf

University of Oxford https://www.ox.ac.uk/students/academic/guidance/skills/plagiarism?wssl=1

University of Cambridge http://www.admin.cam.ac.uk/univ/plagiarism/

Yale University http://ctl.yale.edu/writing/using-sources/understanding-and-avoiding-plagiarism/whatplagiarism

#### Plagiarism Policies at the Universities

 Massachusetts Institute of Technology (MIT) https://integrity.mit.edu/handbook/what-plagiarism

\* Stanford University

https://communitystandards.stanford.edu/stude nt- conductprocess/honor-code-and- fundamental- standard/additionalresources/what-plagiarism

Harvard University

http://static.fas.harvard.edu/registrar/ugrad\_han dbook/current/chapter2/plagiarism.html

\* Duke University

http://library.duke.edu/research/plagiarism

#### **Other Additional Resources**

MIT Academic Integrity Handbook http://web.mit.edu/academicintegrity/handbook/handbook.p df

Plagiarism: A Good Practice Guide - Jisc http://www.webarchive.org.uk/wayback/archive/20140614152 728/http://www.jisc.ac.uk/media/documents/programmes/pla giarism/brookes.pdf

The University of Melbourne http://docplayer.net/15289900-Using-sources-and-avoidingplagiarism.html

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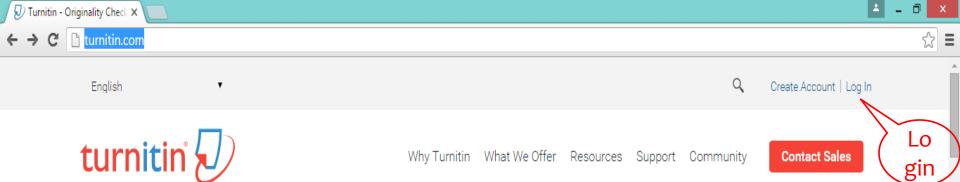
\* An inbox to check student assignments

- \* An archive of students' papers that have been submitted to Turnitin application
- \* A program which helps instructors / researcher to evaluate the originality of submitted documents

#### How Does Turnitin Work?

Turnitin compares text of each submitted documents against,

- All documents that were previously submitted & archived in Turnitin database
- Journal articles that are electronically available
- Searchable web sources
- Turnitin returns an originality report to instructor highlighting area that match with other's works
- Turnitin doesn't say whether a document is duplicate or not
- It simply helps instructors / researchers to find potential originality problems





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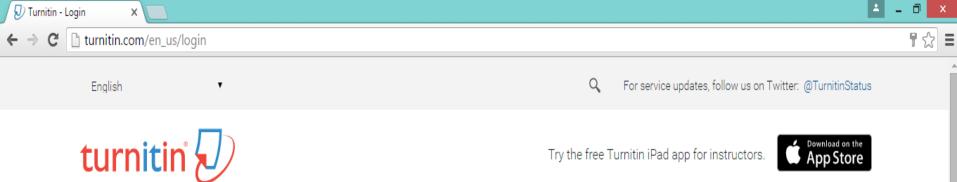
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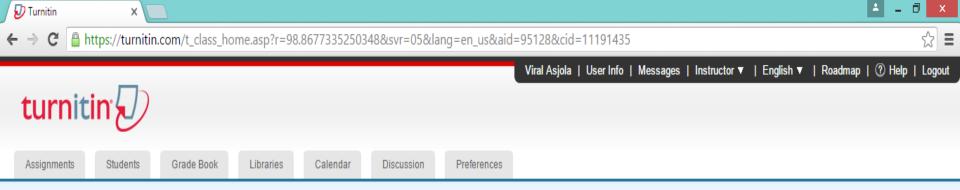
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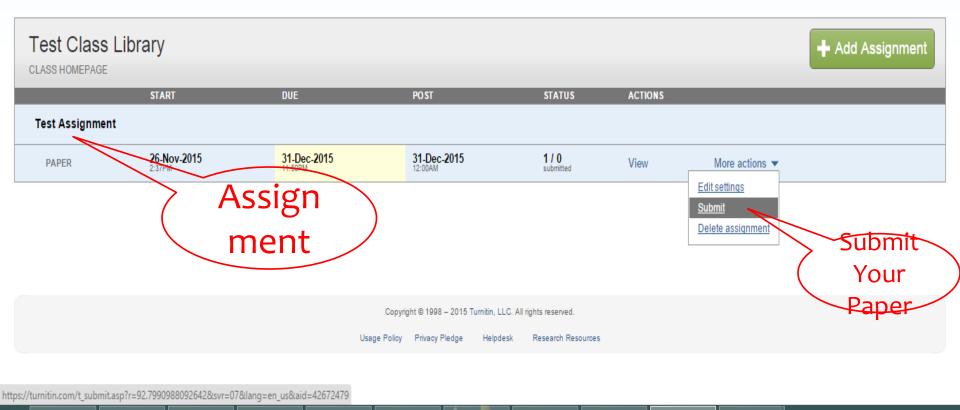
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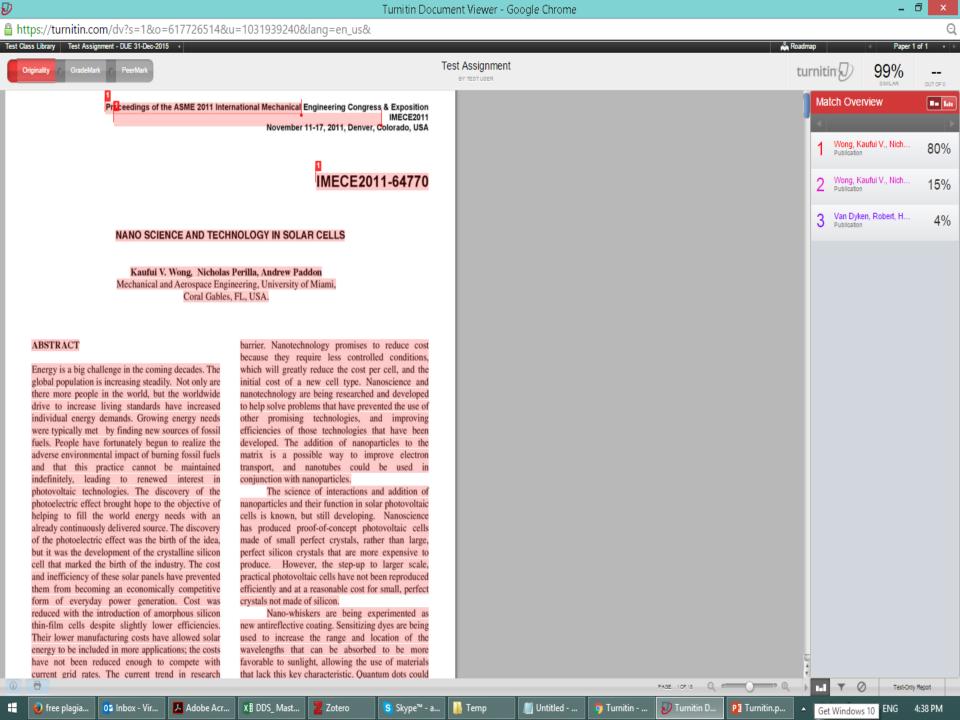
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\* Manuals https://guides.turnitin.com/01\_Manuals\_and\_Guides



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