



DEFINING PLAGIARISM

The Rutgers University Academic Integrity Policy

(http://academicintegrity.rutgers.edu/files/documents/AI_Policy_2013.pdf) states that:

Plagiarism is the use of another person's words, ideas, or results without giving that person appropriate credit. To avoid plagiarism, every direct quotation must be identified by quotation marks or appropriate indentation and both direct quotation and paraphrasing must be cited properly according to the accepted format for the particular discipline or as required by the instructor in a course. Some common examples of plagiarism are:

- Copying word for word (i.e. quoting directly) from an oral, printed, or electronic source without proper attribution.
- Paraphrasing without proper attribution, i.e., presenting in one's own words another person's written words or ideas as if they were one's own.
- Submitting a purchased or downloaded term paper or other materials to satisfy a course requirement.
- Incorporating into one's work graphs, drawings, photographs, diagrams, tables, spreadsheets, computer programs, or other nontextual material from other sources without proper attribution.

GIVING CREDIT 101

Why do students, researchers and other writers provide citations in their work when using the ideas or direct quotes of others?

1. To inform others of where they obtained the information they are using.
2. To give credit to the person(s) who originally made the statement or claim.
3. To avoid plagiarism. When in doubt, provide a citation.

What is included in a citation?

1. Author (s) last name
2. Year the work was published
3. Page number the quote appeared on (if using a direct quote)

How would it appear when it is being used?

1. Decide which citation style you will be using. Some professors ask for you to use a specific one, others ask that you choose one and consistently use it. The most popular citation styles are APA, Chicago and MLA.
2. Everything in a citation, according to the style you choose, is formatted in a particular way. Every punctuation, underline or italics, and/or indentation is intentional and should be followed.
3. Citations can appear as part of a sentence, or be included at the end. The following is in APA style:
 - a. Head, Van Hoeck, Eschler & Fullerton (2013) conclude that, "...[direct quote]..." (p. 93).
 - b. "...[direct quote]..." (Head, Van Hoeck, Eschler & Fullerton, 2013, p. 93).

EXAMPLES OF PLAGIARISM

From the text:

Head, A. J., Van Hoeck, M., Eschler, J., & Fullerton, S. (2013). What information competencies matter in today's workplace? *Library and Information Research*, 37(114), 74-104.

These findings lead us to conclude workplace information competencies for today require the ability to locate information in multiple formats and synthesize diverse viewpoints, by taking a flexible, critical, and iterative approach to solving workplace information problems.

Example of Plagiarism #1:

These results cause us to conclude that information competencies on the job today require the skill to find information in numerous platforms and combining differing opinions, by implementing a flexible, critical, and repetitive approach to solving information problems at work.

- Replacing words with synonyms is a form of plagiarism.

Example of Plagiarism #2:

The authors concluded that taking a flexible, critical, and repetitive approach to solving workplace information problems today, includes the skills to locate information in multiple formats and combine differing viewpoints.

- Changing the order of a sentence, or in a paragraph, is a form of plagiarism.

Example of Plagiarism #3:

“These findings lead us to conclude workplace information competencies for today require the ability to locate information in multiple formats and synthesize diverse viewpoints, by taking a flexible, critical, and iterative approach to solving workplace information problems.”

- Including quotations marks without citing the original author(s) is a form of plagiarism.

TIPS FOR AVOIDING PLAGIARISM

- When copying and pasting from a source, be sure to highlight, or mark in some way, to go back and paraphrase that section; or include the citation information if leaving the direct quote.
- If you are trying to paraphrase a section, re-read the section several times until you can understand the idea or conclusion in your own words. Then, without looking the original source, write down what you understand it to be. You still need to include a citation at the end since the idea or conclusion is not your own.
- When in doubt, always include a citation.