

Plagiarism

UNBC regulations on plagiarism according to the 2000-2001 Calendar (p. 168):

Plagiarism When doing research, we move around among other people's ideas. A problem arises when we come to express our own synthesis of these ideas, because "ideas, as well as the expression of those ideas, are considered to belong to the person who first puts them forward. Therefore, when you incorporate in your paper either ideas or phrasing from another writer, whether you quote directly or indirectly, you need to indicate your source accurately and completely." (Slade *et al.* 1994: 55) If you don't, you are guilty of plagiarism. The word actually derives from the Latin *plagiarius*, a kidnapper. (*The American Heritage College Dictionary* 1044) Plagiarism is "the act of using and passing off as one's own the ideas or writings of another." It includes submitting the work of another, using citations which have been designed in order to mislead the reader as to the nature or authenticity of the source. Complete plagiarism involves an entire essay or form of creative work of another, from whatever source (including the World Wide Web) being copied and presented as original work. Unless prior written and signed permission is obtained, submitting the same essay, paper or other term work for credit in more than one course constitutes a similar situation to complete plagiarism.

Note: Slade, Carole, et al. *Form and Style*. 9th edn.
Boston: Houghton Mifflin, 1994.

How to Lessen the Chances of Plagiarizing

1. Don't hand in someone else's paper as your own.
2. If you would like to use the same term paper for more than one course, get permission in writing.

*With these two unusual situations out of the way,
We can focus on tips relevant to most students.*

3. Be comfortable with one system of documentation. Pick the one most common in your intended field of study (e.g., psychology uses APA, English uses MLA, and Biology uses CBE). Ask more than one professor in your major. Learn only one system well because if you attempt to master more than one, you will get them confused. Being comfortable with the system means knowing how to do some of the common citation patterns and common bibliography forms, and relying on a manual or handbook for the more complex or unusual ones.
4. When taking notes from any source, copy all of the necessary bibliographic information. (You can see why it is handy to know some of the most common bibliographic entry forms.)
5. When you write a quotation in your notes, make sure that it has quotation marks around it. Even a short one. Even one or two words. When you paraphrase in your notes, do it properly the first time. Do not copy an author's words and phrases in your paraphrase thinking that you'll improve it later, for you will forget or be in too much of a rush, and then you will have plagiarized.
6. Separate your ideas from others' as you are taking notes. Use brackets [] to enclose your comments.
7. Know the regulations, laws, and punishments for plagiarism. This knowledge can motivate.
8. Admit that you cannot write as professionally as the source you are reading. You should sound like a serious student who is entering the ongoing conversation among academics.
9. Have your ideas control the paper. If you come to write and you have lots of notes but no ideas, you know full well that a string of quotations from other people does not make a research paper, so the temptation is strong to let some of your notes seem to be your ideas. It's safer to think, and have the research relate to your ideas.
10. Try writing a short version of your paper in 30 minutes using no notes. This will help you take ownership of the topic and see what you think about it. A related strategy: Try writing your first draft without using your notes. Whenever you want to insert other people's ideas, leave a blank or put parentheses with the source's name if you can remember it.

