



How can we avoid plagiarism?

STRATEGIES FOR STUDENTS

- ▶ Make sure you fully understand the requirements of each assignment
- ▶ Give yourself plenty of TIME to complete the assignment—don't leave it until the last minute
- ▶ Record the citation information FIRST ... even before you take notes
- ▶ You can create your "Works Cited" page by using "Citation Machine" available on the Library Home Page
- ▶ When in doubt ... Ask your teacher or your librarian!

STRATEGIES FOR TEACHERS

- ▶ Require original thought, opinion or creativity
- ▶ Provide an assignment sheet with clear instructions and requirements
- ▶ Use project checkpoints so you can see that students are on track
- ▶ Be clear about how much collaboration is allowed
- ▶ Require a personal evaluation/ reflection at the end of the assignment

WORKS CITED

Valenza, Joyce. "Anti-Plagiarism Campaign." *Classroom Connect* (December 2003/January 2004).

The BH-BL Research Guide www.bhbl.org

Springfield Township HS Research Integrity Policy; <http://www.sdst.org/shs/library/acadintegrity.html>



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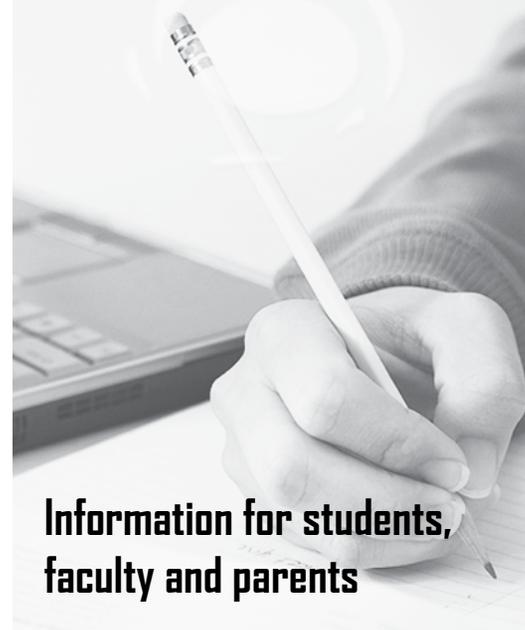
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Plagiarism

What it is...

Why it's wrong...



Information for students,
faculty and parents



What is plagiarism?

Plagiarism is “the act of presenting the creative expression of others—their words, ideas, images, sounds, or other media—as your own” (Valenza, 2003-2004).

Whether you quote directly (using quotation marks) or indirectly (paraphrasing, or rewriting in your own words), you must always give the author proper credit by including the source in an in-text citation and listing it on your “Works Cited” page.

“Common knowledge” need not be cited—but what exactly is “common knowledge”?

Common knowledge is information that is generally known or can be found in numerous sources, for example, beginning and ending dates of the American Civil War.



Why it's wrong ...

The answer is pretty straight-forward: Plagiarism is ethically and morally wrong because you are using someone else's work and saying it's your own. You are lying about your work, and you are stealing someone else's.



Why it's so easy ...

Most incidents of plagiarism occur because students cut and paste from the Internet.

Often this is unintentional—many students are under the impression that everything on the Internet is “public information” or free. This isn't true, of course. All ideas and information taken from online sources (like online encyclopedias, databases, and websites) must be credited in the same manner as books and magazines.

If you plagiarize from an online source, you will get caught. REMEMBER: If you can find it online, so can your teacher or librarian!



YES or NO? Is it plagiarism if you ...

- a) Copy from your classmate (with their permission); or let another student copy from you (homework, tests, quizzes, etc.)?
- b) Submit one student's work for a group assignment?
- c) Paraphrase or rewrite something by changing only a word or two here and there?
- d) Create text using online foreign language translators?

Answers: a) yes; b) yes; c) yes; d) yes

Consequences

Students should be aware that all instances of plagiarism must be reported to the administration. Parents will be notified.

A record of infractions will be maintained and students will face increasing consequences for continued offenses. Teachers and administrators will agree on the level of seriousness of the offense on a case-by-case basis.

Level 1: Redoing the assignment for reduced credit

Level 2: A zero grade for the assignment and/or disciplinary action

Offenses are cumulative for all high school years. Multiple offenses will result in more serious disciplinary consequences.

Other consequences can include:

Development of bad habits that can get you into even more trouble in the future

Disqualification for membership in Honor Societies

Difficulty in obtaining college recommendations, or the withdrawal of recommendations already given