UCD Library

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Avoiding Plagiarism

UCD Library guide to avoiding plagiarism

This guide will define plagiarism, help you recognise it and know how to avoid it. When preparing essays and projects, you continually engage with other peoples' ideas in books, lectures, and in class. When incorporating these ideas into your writing you must give credit where it is due.

What is plagiarism?

Plagiarism is using other peoples' ideas and words, without clearly acknowledging the source of that information.

How to avoid plagiarism

To avoid plagiarism you must give credit whenever you:

- Use another person's idea, opinion or theory
- Use facts, statistics, graphs, drawings etc. that are not common knowledge
- Use quotations of another person's spoken or written words
- Paraphrase another person's spoken or written words

To help you recognise what is considered plagiarism and what strategies you can use to avoid it, select one of the following:

How to recognise an unacceptable paraphrase, i.e. plagiarism

The following ORIGINAL text has been taken from the book THE GOOGLE STORY.

> "Not since Gutenberg invented the modern printing press more than 500 years ago, making books and scientific tomes affordable and widely available to the masses, has any new invention empowered individuals, and transformed access to information, as profoundly as Google."

Vise, David A. (2005) THE GOOGLE STORY. Macmillan: London

Unacceptable paraphrasing that is plagiarism	Acceptable paraphrasing that is not plagiarism
The most important invention that has affected access to information since Gutenberg invented the modern printing	*It has been stated that Google has revolutionised the information world by providing access to information through*

press and made books affordable and widely available, is Google, an invention that has empowered individuals and transformed access to information around the world.	*the internet. Vise notes that Google is the most radical information development since Gutenberg's invention of the printing press. (Vise, 2005 p.1)*

This passage is considered plagiarism because:
   • The writer does not cite the author as the source of the ideas
   • The passage is too close to the original text. Only a few phrases or words have been changed
	This is acceptable paraphrasing because:
	   • The author of the text has been cited correctly
	   • The writer has used their own words
	   • The writer gives credit for the ideas in the passage

Directly quoting the text

Google has revolutionised the way people access information in today's information technological society. *"Not since Gutenberg invented the modern printing press ... has any new invention empowered individuals, and transformed access to information, as profoundly as Google." (Vise, 2005 p. 1)* Google's easy to use search engine enables users to access information quickly and efficiently through various options, including Google Scholar and Google Book Search.

This is the correct way to use a direct quote because:

   ▪ The direct quote is in quotation marks
   ▪ The page number has been included

Strategies to avoid plagiarism

Put everything that comes directly from the text in quotation marks especially when taking notes
Paraphrase, but be sure you are not just rearranging or replacing a few words. Instead, read over what you want to paraphrase carefully; cover up the text with your hand, or close the text so you cannot see any of it (and so are not tempted to use the text as a guide). Write out the idea in your own words without peeking. Check your paraphrase against the original text to be sure you have not accidentally used the same phrases or words, and that the information is accurate.

When and how to use quotations

When to use quotations

- When the exact words are relevant to your argument
- When something is expressed in a unique way
- When rewriting would cause loss of impact

Short quotations can make a strong impact. When using someone's words you must use quotation marks, and state precisely where the quotation comes from – i.e. cite the author, date and page number at the end of the quotation.

How to use quotations

Place a short quotation into the text (fewer than 40 words) using double quotation marks. Longer quotations should begin on a new line, and be in a free-standing block of typewritten lines.
Place the passage you are using in quotation marks, and give the author/source of information. The following example uses the APA citation style.
Within a quotation use three dots (…) to indicate omitted words.

Example: He stated that Google has "empowered individuals and transformed access to information" (Vise, 2005 p. 1)
     OR
Vise (2005) argues that Google has "empowered individuals and transformed access to information" (p. 1).

Writing about other's work

When you decide to use a citation you may need to use a reporting verb to integrate it into your text. For example "Hudson (2004) identifies the benefits of video counselling for families of teenagers with epilepsy (p. 76)." - Note the page details are given at the end of each sentence.
Below is a table of other useful reporting verbs that you may use with citations. You can use reporting verbs in the present or past tense. Before selecting a verb it is important to read the citation carefully, and use the verb that most accurately describes the author's claim.

Active & Passive Verbs

Examples of Active Verbs	Examples of Passive Verbs
Vise (2005) established that (p.27) Vise (2005) *examined* the issue from a different perspective. (p.27) Referring to "transformed access to information", Vise (2005) states that . (p.27). Vise (2005) contends that (p.27)	Vise (2005) claimed that (p.27) Vise (2005) suggests that. (p.27) Three possible interpretations of these results have been suggested (Vise, 2005 p.27) According to Vise (2005). (p.27)

Plagiarism and the Internet

The Internet is a popular source of information for student papers. To avoid plagiarising web resources you should follow the same guidelines as print sources When referring to ideas or quotations from a website, you must cite that source. When copying visual information or graphics from a website the source of the visual information or graphic must be cited.
When citing information found on a website, note the date the website was accessed, and cite the URL in the text only. It may not be necessary to cite a website in the reference list.

Example: Child, B. (2011) Lost Alfred Hitchcock work discovered in New Zealand. Available at: http://www.guardian.co.uk/film/2011/aug/03/alfred-hitchcock-film-new-zealand (Accessed: 13 September 2011)

Conclusion:

- Learn how to store your references carefully in EndNote
- Learn how to cite your sources of information
- Check the citation style used in your school
- Read the UCD Plagiarism Policy and Procedures and UCD Briefing for Students