

# PLAGIARISM

## TO AVOID PLAGIARISM, YOU MUST GIVE CREDIT WHENEVER YOU USE:

- ✓ Another person's idea, opinion, or theory
- ✓ Any facts, statistics, graphs, drawings—any pieces of information—that are not common knowledge
- ✓ Quotations of another person's actual spoken or written words
- ✓ Paraphrase of another person's spoken or written words

## STRATEGIES FOR AVOIDING PLAGIARISM

- ✓ Put in **quotation marks** everything that comes directly from the text, especially when taking notes
- ✓ **Paraphrase**, but be sure you are not just rearranging or replacing a few words
- ✓ **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

## COMMON KNOWLEDGE

Common knowledge consists of facts that can be found in numerous places and are likely to be known by a lot of people.

**Example:** Barrack Obama is the current president of the United States.

This is general information. You do not need to document this fact.

## DOCUMENTING SOURCES

When using someone else's words or ideas, you need to make sure to give credit where credit is due. In order to avoid plagiarism, make sure that you have either thoroughly **paraphrased** an idea (when putting another's idea into your own words) or put quotation marks around any information that is **directly quoted** from another's writing.

- ✓ Paraphrase or directly quote the information, then cite the author's last name and relevant page number(s) in parentheses.

Paraphrase: *Children need to practice a new skill several times before they are able to retain it (Wong 71).*

Direct Quote: *"For a child to learn something new, you need to repeat it on the average eight times" (Wong 71).*

- ✓ Paraphrase or quote the information, and mention the author's last name in your sentence. Place only the relevant page number(s) in parentheses.

Paraphrase: *According to Wong, children need to practice a new skill several times before they are able to retain it (71).*

Direct Quote: *Wong stated, "For a child to learn something new, you need to repeat it on the average eight times" (71).*