

# Academic Integrity: Avoiding Plagiarism MLA Format

One of the most common and unintentional violations of academic integrity is plagiarism.

# PLAGIARISM means using someone else's work and passing it off as your own by not acknowledging your source. Examples of other peoples' work include: • Words • Ideas • Statistics • Images, or • Data

It is acceptable and common practice to present other authors' ideas in your work. None of us can be original all of the time, and it lends credibility when you integrate other scholars' ideas into your work. The key is to do this properly!

To avoid plagiarism when borrowing from another source, follow these rules on paraphrasing, quoting, and citing.

# Rule 1

Paraphrase your source

# Rule 2

Quote your source

# Rule 3

Give credit to your source

ASU 101: The ASU Experience Arizona State University

# Rule 1: Paraphrase your Source

One common way to incorporate others' ideas is to paraphrase. Paraphrasing is restating ideas from an original source using your own voice and giving credit to the original source.

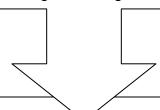
For an example of acceptable paraphrasing, see below.

### **Original Source**

Bornstein, David. <u>How to change the world</u>. Oxford: Oxford University Press, 2004.

# **Original Paragraph**

It has been said that there is no limit to what you can achieve if you don't care who gets the credit. For entrepreneurs, a willingness to share credit lies along the "critical path" to success, simply because the more credit they share, the more people typically will want to help them. But this quality, like willingness to self-correct, also grows out of motivation. If an entrepreneur's true intention is simply to make a change happen, then sharing credit will come naturally. However, if the true intention is to be recognized as having made a change happen, sharing credit may run against the grain.



#### **Correct Paraphrasing**

If entrepreneurs are more willing to share credit, which comes easily with an intent to make change, then people will be more willing to help them (Bornstein 235).

# **Rule 2: Quote your Source**

Another common way to incorporate another person's ideas is through direct quotation. Direct quotation is an extended word-for-word duplication of an author's original writing. Quotation also requires that you give credit to the original source.

For an example of acceptable quotation, see below.

# **Original Source**

Bornstein, David. <u>How to change the world</u>. Oxford: Oxford University Press, 2004.

#### **Original Paragraph**

It has been said that there is no limit to what you can achieve if you don't care who gets the credit. For entrepreneurs, a willingness to share credit lies along the "critical path" to success, simply because the more credit they share, the more people typically will want to help them. But this quality, like willingness to self-correct, also grows out of motivation. If an entrepreneur's true intention is simply to make a change happen, then sharing credit will come naturally. However, if the true intention is to be recognized as having made a change happen, sharing credit may run against the grain.

#### **Correct Use of Quotation**

In a recent book on social entrepreneurship, Borstein states that "If an entrepreneur's true intention is simply to make a change happen, then sharing credit will come naturally" (235).

# Rule 3: Cite your Source = Give Credit to your Source

Whenever you paraphrase or quote someone else's work, you must cite your source in **TWO** places:

1) **Within** your paragraph. This is called an "in-text citation." Your in-text citation includes brief information a reader will need to find the complete reference in your list of sources such as the author, date or page numbers.

#### AND

2) At the end of your paper in a list of sources. This list is called "References," "Works Cited," or "Bibliography." All the sources in your list must include the complete information needed to identify and retrieve that source (author's name, title of work, date of publication, URL, etc.).

For an example of a correct in-text citation, see below.

#### Original Source

Bornstein, David. <u>How to change the world</u>. Oxford: Oxford University Press, 2004.

## **Original Paragraph**

It has been said that there is no limit to what you can achieve if you don't care who gets the credit. For entrepreneurs, a willingness to share credit lies along the "critical path" to success, simply because the more credit they share, the more people typically will want to help them. But this quality, like willingness to self-correct, also grows out of motivation. If an entrepreneur's true intention is simply to make a change happen, then sharing credit will come naturally. However, if the true intention is to be recognized as having made a change happen, sharing credit may run against the grain.

#### **Correct Citation**

If an entrepreneur's goal is to gain recognition through the change that they make, then sharing credit may be counterintuitive for them (Bornstein 235).

Works Cited

Bornstein, David. <u>How to change the world</u>. Oxford: Oxford University Press, 2004.