

# Plagiarism Awareness

## 1. Introduction

### 1.1 Start

*Plagiarism Awareness: Don't Stumble Into It Accidentally!*

To begin, click the START button.”

### 1.2 Welcome

Welcome to the *Plagiarism Awareness: Don't Stumble Into It Accidentally!* tutorial!

You can listen to or view the contents of this tutorial on the left menu.

To navigate forward click the NEXT button located in the bottom right hand corner of this screen.

### 1.3 Learning Outcomes

Upon completion of this tutorial you will be able to:

- Upon completion of this tutorial you will be able to:
- Define and recognize plagiarism
- Explain the importance of citation in the scholarly environment
  - Demonstrate strategies to avoid inadvertent plagiarism through:
  - acknowledgement of someone else's ideas unless the information is

- common knowledge
- using your own words to paraphrase or summarize the words of someone else
- using quotation marks to identify the words of others
- Recognize and explain the consequences of plagiarism

## 2. Definition

### 2.1 Definition

Plagiarism is a type of academic dishonesty.

Plagiarism is defined as using someone else's ideas or original work without giving proper credit in your course projects including papers, presentations, posters, and more.

Many students find themselves plagiarizing by accident when they carelessly or inadequately cite the original work.

### 2.2 Original Works Activity

*(Pick Many, 0 points, 3 attempts permitted)*

Scholars value knowing the source of information used in articles, books and other scholarly resources. So it is important to cite all types of original work when using ideas that are not your own.

Of course, you don't have to site a source for things that are common knowledge like who is the president of the United States. We think you probably know what to do...

Test your knowledge by clicking on each kind of original work you would cite if using it in an assignment.

Correct Choice	
X	Graphs
X	Photos
X	Data
X	Text

## 3. Types of Plagiarism

### 3.1 10 Types of Plagiarism

To learn more about the kinds of plagiarism you want to avoid, let's look at the results of a survey from the company Turnitin.com. They surveyed secondary and higher education faculty worldwide to discover the ten most common forms of plagiarism.

They are listed in order of the most frequently used to least frequently used forms of plagiarism.

Click on each yellow arrow icon to review a sample of each type of plagiarism identified by faculty.

### 3.2 Types of Plagiarism Activity

*(Drag and Drop, 10 points, 3 attempts permitted)*

Turnitin.com identified 10 different and common types of plagiarism.

Drag and drop the correct responses to the file folder. When finished, click submit.

Drag Item	Drop Target
Using an old paper for a new class or assignment	Important Types of Plagiarism to avoid folder
Paper with inaccurate citations	Important Types of Plagiarism to avoid folder
Types of Plagiarism Activity	
Properly citing sources in a paper with almost no original work	Important Types of Plagiarism to avoid folder
Using someone else's words as your own	Important Types of Plagiarism to avoid folder
Using the wrong citation style	

### **3.3 Consequences**

Plagiarizing at ASU can come with some serious consequences ranging from a lower grade on a project to expulsion. So, play it smart and learn the best strategies for avoiding plagiarism.

Learn about the types of plagiarism to avoid, when to cite and how to successfully use information in your course projects by summarizing, paraphrasing and knowing when and how to quote.

# 4. Recognizing Plagiarism

## 4.1 Key Skills Needed

Plagiarism is not always clear cut and obvious.

To help you avoid accidentally plagiarizing you need to develop and practice skills that provide the keys to properly incorporating sources in your research.

These skills revolve around:

- Citing
- Summarizing/Paraphrasing
- Quoting

## 4.2 Should I Cite It?

So here are some general rules when using and citing sources for research papers and assignments. Ask yourself, “Should I cite it?”

- If you use an idea from a source--CITE IT! Even the smallest, most simple idea!
- If you use any wording from a source--CITE IT! Use quotations when you use someone else’s words, even if you are rephrasing much of the source’s ideas into your own words.
- If you use the organizational structure of a source--CITE IT!
- If you use a fact or statistic from a source--CITE IT! Even the tiniest little fact or statistic should be cited, especially if you think it is not common knowledge.
- If you use an image, table, graph, and so on from a source--CITE IT!
- If you are uncertain about citing something, to be safe CITE IT. Uncertainty is a signal you should pay attention to.

### **4.3 When Should You Cite Activity!**

*(Pick Many, 10 points, 3 attempts permitted)*

Check the box next to each true statement. Click SUBMIT when finished.

Correct	Choice
X	If you use an idea from a source
	If you retrieve and consult a source when doing your pre-writing research
X	If you use the organizational structure of a source
	If you use a known fact or something that is considered “common knowledge” that everyone knows about.
X	If you use information from a table or graph
X	If you insert an image in your paper

### **4.4 Summarizing & Paraphrasing**

One common way to incorporate others’ ideas is to summarize or paraphrase. Paraphrasing is restating ideas from an original source using your own words and giving credit to the original source.

For example, here is the text of an original source. Below it is an acceptable paraphrase and summary.

In this sample the main idea expressed in the short paragraph is summarized in one sentence using our own words and construction.

Finally, note the in-text citation at the end of our summary and paraphrase,

(Bornstein, 235). This signals your reader that the idea comes from another source and you are crediting that author. The in-text citation includes the author's last name and page number from the source.

## **4.5 Summarizing/Paraphrasing Hints**

Look at these strategies for paraphrasing:

- Read the original source, then set it aside and imagine explaining the main idea to a friend without going back to look at the source. Write your explanation down.
- Compare your paraphrase or summary to the original source to see if you have repeated many of the same words or phrases and in the same order! If so, use a quote or quotations.
- Compare your paraphrase or summary to the original source to ensure you are not unconsciously copying the structure, such as the order of ideas. If you have, then be prepared to change it.

## **4.6 When to Quote?**

Direct quotation, meaning extended word-for-word duplication of an author's original writing, seems pretty straight-forward but sometimes it is hard to know when to use quotations. For example, can you use individual words from the source? Or is there a limit on the number of words you can borrow before quoting?

There are no hard and fast rules about the number of words you can use from the original source before using a quote. If you find your paraphrase has many of the same words and phrases as the original just quote it to avoid plagiarism.

In the sample paraphrase notice the colored text indicates many of the same words and phrases from the original are used. They are rearranged to summarize the main idea from the original but the amount of words and phrases taken from Bornstein without quotations marks around them is plagiarism.

It is better to simply quote the relevant sentence, as in the bottom example, and avoid accidentally plagiarizing the source. The direct quotation is longer but more honest.

## ***4.7 Quoting a Source - Hints***

Here are three great hints for determining if you should quote a source:

- If the source you are using makes a point better than you can when you attempt a paraphrase or summary, then quote it!
- Quote a source especially if the author's words are particularly memorable or powerful.
- Quotes can be parts of a sentence (apt or memorable phrases, for example), full sentences or even multiple sentences, but in general, try to limit quoting lengthy passages.

## ***4.8 Organization of Content***

Using a source's organizational structure is not common but an easy way of plagiarizing. Just reviewing a source's table of contents and seeing how the content of a book is organized and presented may be enough to influence the unaware researcher into using the same approach in a research paper.

For example, say you have found a great book on entrepreneurship and innovation in business that helps you think about your topic in a more logical and structured way. Even if you don't use the exact same content as in the example, just using the structure is a form of plagiarism! It is the same as taking someone else's ideas and using them without citation because the editor of this book devised this arrangement of chapters on his own.

# 5. Conclusion

## 5.1 Learning Outcomes

Now that you have completed this tutorial, you can:

- Define and recognize plagiarism
- Explain the importance of citation in the scholarly environment
- Demonstrate strategies to avoid inadvertent plagiarism through:
  - acknowledgement of someone else's ideas unless the information is common knowledge
  - using your own words to paraphrase or summarize the words of someone else
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- Recognize and explain the consequences of plagiarism

## 5.2 Conclusion

Congratulations, you've completed the *Plagiarism Awareness* tutorial!

Click on "Tutorials" to return to the Tutorials page or "Next" to complete a brief quiz.

# 6. Credits

## 6.1 Credits

Credits	
<b>Slide 2.1</b>	
Council of Writing Program Administrators. <i>Defining and avoiding plagiarism: The WPA Statement on Best Practices</i> . Retrieved from <a href="http://wpacouncil.org/positions/WPAplagiarism.pdf">http://wpacouncil.org/positions/WPAplagiarism.pdf</a>	
<b>Slide 2.2</b>	
Melis, T.S., Walters, C.J. & Korman, J. (2015). Surprise and opportunity for learning in Grand Canyon: the Glen Canyon Dam adaptive management program. <i>Ecology and Society</i> 20(3):22. <a href="http://dx.doi.org/10.5751/ES-07621-200322">http://dx.doi.org/10.5751/ES-07621-200322</a>	
<b>Slide 3.1</b>	
Turnitin. (2016). <i>The Plagiarism spectrum: Tagging 10 types of unoriginal work</i> . Retrieved from <a href="http://www.turnitin.com/assets/en_us/media/plagiarism_spectrum.php">http://www.turnitin.com/assets/en_us/media/plagiarism_spectrum.php</a>	
<b>Slide 3.2</b>	
<i>Expelled from school</i> . Retrieved from <a href="https://i.ytimg.com/vi/FFPSbMwdHWQ/maxresdefault">https://i.ytimg.com/vi/FFPSbMwdHWQ/maxresdefault</a>	
<b>Slide 4.9</b>	
Canals, J., ed. (2015). <i>Shaping entrepreneurial mindsets: Innovation and entrepreneurship in leadership development</i> . Palgrave Macmillan.	

The sources and images used in this tutorial are listed here.