

Writing Center Handouts

Avoiding Plagiarism

What is Plagiarism? *Plagiarism is the practice of using someone else's words, ideas, expressions as your own by incorporating it into your work without giving them proper credit.*

Make Sure You DO:

- Correctly paraphrase and/or summarize by including an in-text citation to clearly indicate what is being cited

Note: To paraphrase is to restate someone else's work in your own words and requires in-text citations.

- Use direct quotations sparingly. Only select quotes that strengthen your argument and be sure to elaborate using your words.

Note: To quote is to use the precise words that someone else has written or spoken in your work. Direct quotes must be cited inside quotation marks, followed by an in-text citation.

- Provide a reference for every image, diagram, or figure, unless you created it

Note: If an existing image has been edited, it must be referenced.

- Include a reference/work cited page of all the work that have been cited on the last page of the assignment.

Note: This includes paraphrasing, direct quotes and footnotes.

Make Sure You DON'T:

- Copy and paste a text from another source without using proper in-text citation, direct quotes and references.

Note: Whether it is intentional or not, failing to properly credit someone else's work is considered plagiarism

- Use another student's work or submitted someone's work as your own.

Note: Collaboration with classmates is only permitted if approved by the professor

- Allow anyone else to submit your work as their own.

Note: This is collusion which is considered academic misconduct

- Copy from a previous work submitted for any previous class or assignment unless approved by the professor.

Note: Self plagiarism is considered academic dishonesty

The Pledge:

As a member of Stetson University, I agree to uphold the highest standards of integrity in my academic work. I promise that I will neither give nor receive unauthorized aid of any kind on my tests, papers, and assignments. When using the ideas, thoughts, or words of another in my work, I will always provide clear acknowledgement of the individuals and sources on which I am relying. I will avoid using fraudulent, falsified, or fabricated evidence and/or material. I will refrain from resubmitting without authorization work for one class that was obtained from work previously submitted for academic credit in another class. I will not destroy, steal, or make inaccessible any academic resource material.

By my actions and my example, I will strive to promote the ideals of honesty, responsibility, trust, fairness, and respect that are at the heart of Stetson's Honor System.