



Plagiarism

Plagiarism is a term used to describe a practice that involves knowingly taking and using another person's work and claiming it directly or indirectly as your own.

Plagiarism Includes:

- Collusion without official approval between two or more students, with the result that identical, or near identical work, is presented by all those involved.
- Falsification: where content of assignments, e.g. statistics, has been invented or falsely presented by a student as their own work.
- Replication: where a student submits the same or very similar piece of work, on more than one occasion to gain academic credit.
- Taking unauthorized notes into an examination.
- Obtaining an unauthorized copy of an examination paper.
- Communication with other students in an examination in order to help, or be helped with answers.
- Impersonation of another person in an examination.

Neville, Colin., 2010. The complete guide to referencing and avoiding plagiarism. New York: OUP

How to avoid plagiarism

The responsibility to avoid plagiarism lies with the writer, so you must:

- Cite and reference everything used and studied for your assignment.
- Use quotation marks for quotes and indent quotes of significant length so they stand out from the rest of the text. This easily identifies them as someone else's words and not your own.
- Always acknowledge any sources used for your assignment within the text and also in the bibliography at the end.
- When paraphrasing someone's work always acknowledge them as the source of the ideas.
- Take time to reference your work, by doing so you would avoid panic plagiarism which happens if you leave it to the last minute.
- Always seek assistance from your tutor or library staff if you are unsure about how to reference.