



Plagiarism

What is plagiarism?

Copying and using someone else's work as if it were your own.

Cheating! Academic theft! Serious academic misconduct!

Can you steal words or music or images?

Yes – the content of a book or webpage or photograph etc. is the author's **intellectual property**.

What does intellectual property include?

Books, poems, journal articles music, newspaper articles, song lyrics, video content, radio broadcasts, websites and more!

So I can't use any of these sources for my assignments?

Of course you can!

You must develop your own academic arguments by discussing evidence and views from other writers.

But when you use a source – say so!

Acknowledgement the author of the work by citing and referencing – see the referencing section for how to do it.

Types of plagiarism

- Copying or pasting text or images into your work without citing the source
- Paraphrasing without acknowledging the source of the ideas
- Copying another student's work – even if they have given you permission
- Buying a complete assignment from an Internet source
- Changing a few words of a sentences and not referencing
- Using incorrect references

- Self-plagiarising – submitting work you have already submitted for another assignment
- Submitting work as your own when it was produced collaboratively in a group
- Accidental plagiarism by poor paraphrasing or referencing skills

Why is plagiarism a problem?

- It is illegal - breaking copyright
- If you need to copy other peoples work you are not demonstrating your own thoughts and understanding
- It is cheating and it potentially penalises honest students
- It is serious academic misconduct and could lead to disciplinary action such as repeating assignments or even suspension
- It penalises the authors of the original work – would you like it if someone used your work as if it was theirs?

How will my tutor know if I've plagiarised?

- The University of Bolton uses Turnitin software to detect plagiarism
- Experience - changes in written language style are easily spotted when marking work

Is plagiarism easy to avoid?

Yes – with sound academic skills!

- Reference properly
- Don't copy and paste, use your own words
- After you have written a point in your assignment, ask yourself:
Is this my own idea? Who has influenced my thinking Are these my own words?
- Good time management
 - take the time to check work through
 - enough time to do the assignment properly without copying or cutting corners or making poor choices under pressure such as buying an assignment
- Note-taking - keep track of your sources as you write your assignment, even at the note-making stage, so that you can keep track of where you got ideas and quotes from – especially page numbers

- Learn how to paraphrase effectively – decide when you must quote or paraphrase.
- Avoid accidental paraphrasing by reading back through your work
- Use the Originality Report function on Turnitin
- Ask for help if you are unsure

Should I worry?

No! If you follow the rules there is nothing to worry about.

If in doubt cite and reference!

Access LEAP Online at: www.bolton.ac.uk/leaponline