Avoid plagiarism! Here's how and why:

Plagiarism is “representing the words, ideas, or perspectives of others as your own” (Lennon and Gurak). Plagiarism is a serious matter and can get any author into a world of trouble. For example, at Middle Georgia State University even accidental plagiarism could cause a student to fail a class. When you plagiarize, you are stealing from another person because you are not giving them credit for what they created.

**The following tips will help you avoid plagiarism and properly credit your sources:**

# "Quoting"

* Quote and provide a source for all words, phrases, or ideas taken directly from another person
* Quote instead of paraphrase to preserve special phrasing or emphasis, especially striking or colorful examples, precise meaning, and the original line of reasoning (Lennon and Gurak)
* Use quotes to convey the authority and complexity of an expert opinion, the voice of the original, its sincerity, or its emotional intensity (Lennon and Gurak)

# Paraphrasing, or stating an idea another way

* Provide a source any time you paraphrase someone else's words, phrases, or ideas. Even after changing a few words from the original, the idea and thought is still not your own and should be cited
* Be sure to preserve the author’s original intent in the paraphrase
* Refer to the author early in the paraphrase, to indicate the beginning of the borrowed passage

# Citing1

* Properly cite your sources on all ideas, thoughts, or quotes you gather from others. This includes any research, quotes, visuals, etc. It is better to over-cite than to not cite a source (Procter)
* Take careful notes that include the author, title, website and publication information when doing research and always record the source of your notes
* Include a works cited or reference page
* Use citation tools like Microsoft Word, RefWorks, or EndNote to help you
* Choose one common format, like MLA or APA, for sourcing and use that format throughout your document
* Source even words, phrases, and ideas of your own that you have used previously

# Works cited

Lennon, John M., Gurak, Laura J. *Technical Communication*, 15th ed., Pearson, 2020. 4.

Procter, Margaret. “How Not to Plagiarize.” *Writing Advice*, advice.writing.utoronto.ca/using-sources/how-not-to-plagiarize/.

Anti-plagiarism resources

# Guides

Dr. Rogers at MGA – "On Plagiarism" : chipspage.com/WritingMatters/plagiarism.html

Middle Georgia State University – Library Citation Guide: mga.edu/library/citing.php

Purdue OWL – Research and Citation Resources: owl.purdue.edu/owl/research\_and\_citation/resources.html

MIT – Academic Integrity: integrity.mit.edu

UNC – Plagiarism Tips and Tools: writingcenter.unc.edu/tips-and-tools/plagiarism

UC Santa Cruz – Interactive Tutorials: guides.library.ucsc.edu/citesources/plagiarism

University of Oxford – Plagiarism: ox.ac.uk/students/academic/guidance/skills/plagiarism

Otis College of Art and Design – "What is plagiarism and how to avoid it" : otis.libguides.com/plagiarism

Kent State University – Causes of Plagiarism: www.kent.edu/writingcommons/causes-plagiarism

U.S. Office of Research Integrity – Ethical Writing Guide: ori.hhs.gov/content/avoiding-plagiarism-self-plagiarism-and-other-questionable-writing-practices-guide-ethical-writing

Easybib – What is Plagiarism? : easybib.com/guides/students/research-guide/what-is-plagiarism

# Tools

Grammarly Plagiarism Checker: grammarly.com/plagiarism-checker

Easybib Plagiarism Detector: easybib.com/grammar-and-plagiarism

# Citation formats and formatters

APA Style: apastyle.apa.org

MLA Style: style.mla.org

Citation Machine: citationmachine.net

Easybib Citation Creator: easybib.com