

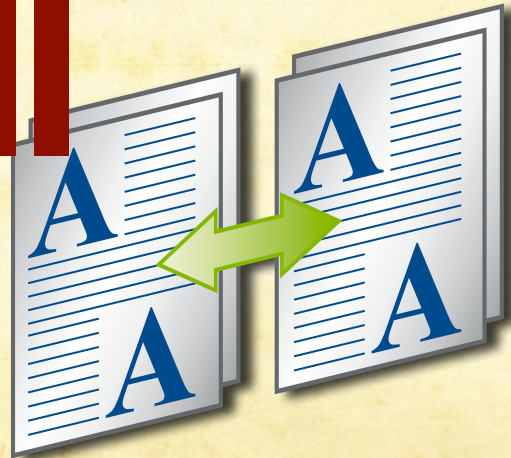
The **WRITING** CENTER

**Elftmann Student
Success Center**

A Guide On How To:

Avoid Plagiarism

- Definition
- Consequences
- The Copyright Law
- Preventive Steps



Avoiding Plagiarism

Plagiarism is not only immoral and illegal, but easier than ever to commit.

What is plagiarism?

Plagiarism is taking another author's idea or work, and presenting them in print or speech as if they were your own. All of the following is considered plagiarism:

- turning in someone else's completed work as your own
- copying words or ideas from another author without giving due credit
- not using quotation marks to designate someone else's ideas
- failure to or misidentifying sources of information
- changing the wording, but maintaining the sentence structure, of another's idea

In a nutshell, plagiarism is copying someone else's math homework and turning it in as your own work, cutting-and-pasting information from the Internet and/or not giving due credit, or copying the textbook word-for-word without quotation marks.

What can I do to make sure I don't plagiarize?

The best way to avoid plagiarism is to use the evidence to **support** your own idea. These specific strategies can help you do that:

Always **state** where you got your information from using citations and a bibliography.

Include the source information as you write your research **notes**.

Use a **coding system** to tell which notes are your own words and which are directly quoted.

Use **quotation marks** when using a statement directly from a source.

College instructors often find that plagiarism occurs because students don't allow enough time to conduct their research. Plan enough time to be able to use your research properly.

What are the consequences of plagiarism?

According to the *Dunwoody College of Technology Student Handbook*:

Academic Honesty

Cheating, plagiarism, and any other forms of academic dishonesty will not be tolerated with penalties up to and including expulsion. See course syllabus for additional academic honesty guidelines.

Copyright Violations

Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing (may also be subject to civil and criminal liabilities including fines up to \$250,000 or 5 years imprisonment).

The consequences in the classroom almost always result in a failure for the assignment, or even a failure in the course. In your career field, you may be denied a promotion or a position.

Is every written work under the copyright law?

This law was written to protect *original* ideas, so not everything is covered. There are some published works that can be used freely without plagiarizing, like:

| | |
|--|--|
| Commonly known facts | <ul style="list-style-type: none">• There is calcium in milk• The capital of Minnesota is St. Paul |
| Works in the public domain | <ul style="list-style-type: none">• The lyrics to "Twinkle Twinkle Little Star"• Government documents |
| Works of easily accessible information | <ul style="list-style-type: none">• The phone book• Directory |

References

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- Lucas, Stephen E. (2009). *The Art of Public Speaking*. 10th ed. Boston, MA: McGraw Hill.
- What is Plagiarism? (2011.) Retrieved April 14, 2011, from http://www.plagiarism.org/learning_center/what_is_plagiarism.html



Contact Us

Teresa Milligan

studentsuccess@dunwoody.edu

612-381-3398

dunwoody.edu/studentsuccess

