**Plagiarism**

The University and College take plagiarism very seriously. If you are caught you may score zero for that piece, you may score zero for that module or you may be asked to leave the course! This is to be expected. You would not expect us to tolerate an individual taking unauthorised notes into an exam or copying another candidate’s work – and why should it be any different for coursework?

There is no reason to plagiarise other than an attempt to deceive and pass someone’s ideas off as your own – referencing allows us to draw on the work of others so there is no need to copy without citing. Your style guide explains correct referencing procedure and the University Regulations explain the offences (both available here on Moodle).

Plagiarism is copying another student’s work. It is also copying text and not using speech marks (quotation) and a reference. In addition it is also paraphrasing by only changing a few words or the order of words – this is subtle but there are some good examples here: <http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml#plagiarized>

Plagiarism is also using a presentation you have found on the web and only changing a few images/words. It is anytime where the effort you have put in is basically a matter of finding, copying and perhaps changing a few bits!

How to avoid plagiarism:

Never copy text! Basically avoid the temptation to copy and rewrite text. Instead read widely and take notes (not copy – your own notes). Formulate these notes into a presentation or assignment and you will not only avoid plagiarism but will develop a more integrated and analytical piece.

For example this **is** plagiarism:

Never copy and paste text from a website! You need to avoid the temptation to copy and rewrite words. By writing up your notes into an assignment or presentation you will avoid plagiarism and get a better grade. It is good practice to read widely and take notes (not copy – your own notes) (Mills, 2009).

Why is it plagiarism:

All the author has done is change a few words and alter the order. What is said is very much the original author’s ideas and approach. The reference does not negate the fact that it is plagiarised.

This is ok:

In order to reduce the risk of plagiarism and to enhance your own powers of analysis it is good practice to take notes and to develop your project from these as oppesed to relying on rewritten copied text (Mills, 2009).