



# How to avoid plagiarism

## Plagiarism...where do you draw the line?

In the list below, number 1 is plagiarism, number 6 is not.

Where you would draw the line in the list as to *what is* and *what is not* plagiarism?

### Plagiarism



1. Copying a paragraph verbatim, (word for word), from a source without any acknowledgement.
2. Copying a paragraph and making small changes e.g. replacing a few verbs, replacing an adjective with a synonym. Source is included in the references.
3. Cutting and pasting a paragraph by using sentences of the original but omitting one or two and putting one or two in different order, without using quotation marks. Including an acknowledgement in the text e.g. (Jones, 1999) plus inclusion in the reference list
4. Composing a paragraph by taking short phrases of 10-15 words from a number of sources and putting them together, adding words of your own to make a coherent whole. All sources are included in the reference list.
5. Paraphrasing a paragraph with substantial changes in language and organisation; the new version also has changes in the amount of detail used and the examples cited. Acknowledgment included in the text e.g. (Jones, 1999) and in the reference list.
6. Quoting a paragraph by placing it in block format with the source cited in the text and in the list of references.



### Not plagiarism

Adapted from: Swales, J.M. and Feak, C.B. (2004) *Academic writing for graduate students: essential tasks and skills*. Ann Arbor: University of Michigan Press.