

How to Avoid Plagiarism

Loyalsock Township High School

Introduction / Overview

Students at Loyalsock Township High School are provided a variety of writing experiences throughout their high school careers. One form of writing in which all students participate is research papers.

Students have access to many sources of information when doing research papers, including the Internet. It is imperative that students understand how to find credible information and cite the information correctly, regardless of the source. It is incumbent upon the faculty to adequately address with students how to use sources of information properly so as not to plagiarize another author's work.

Listed below are the minimum guidelines for citing an author's work:

- ✓ All word-for-word quotations (except common sayings or common knowledge).
- ✓ All passages that you have summarized or paraphrased.
- ✓ All charts, graphs, and diagrams that are not your own.
- ✓ All statistics that you have not compiled yourself.
- ✓ All theories or interpretations that are not your own.
- ✓ All key words or terms that you have taken from a special source.

Plagiarism is a form of cheating. In order to educate students about plagiarism, all teachers, prior to assigning research projects to students, will teach a formal unit on plagiarism. Included in the unit is instruction on the following items:

- An Overview of Plagiarism
- Definition of Plagiarism
- Forms of Plagiarism
- Examples of Plagiarism

Following the unit of study on plagiarism, students and parents are expected to sign the plagiarism waiver form indicating their understanding of plagiarism and the consequences of plagiarism.

Further information about the topics listed above is available at the following websites:

- Additional information and an **overview of plagiarism** can be found at:
<http://www.indiana.edu/~istd/overview.html>
- Additional **definitions** of plagiarism can be found at:
<http://www.indiana.edu/~istd/definition.html>

- **Examples of plagiarism** can be found at <http://www.indiana.edu/~istd/examples.html> and students can practice their understanding of plagiarism at <http://www.indiana.edu/~istd/practice.html>
- Students can then **test their knowledge** using the following site: <http://www.indiana.edu/~istd/test.html>
- **MLA style guides and information** can be found at any of the following:
http://owl.english.purdue.edu/handouts/research/r_mla.html
<http://www.mla.org/>
<http://www.dianahacker.com/resdoc/>

See next page for Plagiarism Waiver Form

Plagiarism Waiver Form

I understand that guidelines exist to avoid plagiarism while performing writing tasks, including research, responding to literature, and/or composing an essay which may or may not require finding sources to support my writing. I understand that I must...

1. Cite the source when using another person's idea(s), words, photographs, maps, statistics, or graphs.
2. Give credit to a source when using new information from that source, even if I previously cited the source.
3. Place quotation marks around any words that are copied directly and be sure to cite the source from which I obtained those words.
4. Cite everything I borrow unless the information is common knowledge.
5. Not copy and paste any articles, stories, reviews, descriptions, etc. from any Internet source.
6. Not buy, borrow, copy or steal another student's paper and turn it in as my own.

I acknowledge that I understand plagiarism. I agree not to plagiarize, and I understand that the consequence for plagiarism is a failing grade on the plagiarized assignment and/or school discipline. I also acknowledge that membership into the National Honor Society will not occur if I plagiarize.

Student Name (printed) _____

Date _____

Student Signature _____

Date _____

Parent Signature _____

Date _____

Teacher Signature _____

Date _____