



STUDENT GUIDE TO PLAGIARISM & COPYRIGHT

PLAGIARISM...You've heard of it. You may know someone who is guilty of it. That someone may be you. But whether it is deliberate or accidental, plagiarism is wrong.

The good news is that the more you know about plagiarism, the less likely you may be to commit it. So read on to find out what plagiarism involves, how to recognize it, and most importantly, how to avoid it.

WHAT IS PLAGIARISM?

Plagiarism is “presenting within one’s own work the ideas, representations, or words of another person without customary and proper acknowledgement of that person’s authorship.”

(Ivy Tech Community College Student Handbook)

While plagiarism often involves printed work, such as books or articles, it is possible to plagiarize using a variety of other materials, including photographs, artwork, graphic designs, videos, audio recordings, and online information. The Internet is a common source of plagiarism.

***Plagiarism is a violation of
Ivy Tech Community College’s
policy on academic integrity.***

If found guilty of plagiarism, you may be subject to disciplinary actions such as restriction of privileges, failure of your assignment or course, or even suspension or dismissal from the College.

WHAT IS PLAGIARISM?

WHAT IS NOT PLAGIARISM?

You are not committing plagiarism when you write about your personal experiences or opinions or when you provide information that is considered “common knowledge.”

Common knowledge is information generally known to others; it is often found consistently described in several sources. For example, the statement “George Washington served as the first President of the United States” is common knowledge.

PLAGIARISM AND WRITING

You may unintentionally plagiarize through improper use of writing techniques used to incorporate someone else’s original information into your own work. *Each of these techniques, described below, requires that you give credit to the information source.*

Direct quotations: These are the exact words of the original source, and they must be enclosed in quotation marks. Quotations may include words, phrases, or sentences.

Paraphrasing includes the source material, but it is restated in your own words and style; the paraphrased material is about the same length as the original.

Alternatively, a **summary** includes just the main points of the source material, and it is also written in your own words. A summary is usually shorter in length than the original.

FOR MORE INFORMATION ON...

PLAGIARISM:

Indiana University's

Writing Tutorial Services:

[http://www.indiana.edu/~wts/
pamphlets/plagiarism.shtml](http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml)

Purdue University

Online Writing Lab:

[http://owl.english.purdue.edu/
handouts/research/r_plagiar.html](http://owl.english.purdue.edu/handouts/research/r_plagiar.html)

CITATIONS:

Citation Machine:

<http://citationmachine.net>

Duke University Libraries:

[http://www.lib.duke.edu/libguide/
cite/works_cited](http://www.lib.duke.edu/libguide/cite/works_cited)

NoodleTools NoodleBib Express:

<http://www.noodletools.com/login/php>

COPYRIGHT:

Indiana University-Purdue

University-Indianapolis

Copyright Management Center:

<http://www.copyright.iupui.edu/>

Ball State University Copyright Center

<http://www.bsu.edu/library/collections/copyright/>

United States Copyright Office:

<http://www.copyright.gov/>