

# Beware of plagiarism\*!

it's easy  
it's tempting

...but it can be very costly\*\*!



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Last year, more than 200 University of Ottawa students who were accused of plagiarism received various sanctions, including expulsion from the University.

\* *To plagiarize is to borrow someone else's words or ideas without mentioning his/her name and/or without using quotation marks ("...").*

\*\* *Consult the Senate regulations on possible sanctions.  
([www.uOttawa.ca/academic/info/regist/crs/home\\_5\\_ENG.htm](http://www.uOttawa.ca/academic/info/regist/crs/home_5_ENG.htm))*

# AVOIDING PLAGIARISM

**PLAGIARISM** is taking another person's words, ideas or statistics and passing them off as your own. The complete or partial **translation** of a text written by someone else also constitutes **plagiarism** if you do not acknowledge your source.

Since we cannot always be original it is entirely acceptable to present another person's ideas in your work. However, it must be done properly to avoid plagiarism.

## PRINCIPLES AND RULES

- When borrowing another person's words, use quotation marks and include a complete reference (author's name, date, pages).\*
- Do not paraphrase another writer's words and pass them off as your own.
- When borrowing another person's ideas, acknowledge their origin.

### **Two basic rules:**

1. If you use someone else's words, data, etc., use quotation marks and give a complete reference.
2. If you borrow someone else's ideas, give a complete reference.

*\* Internet sources must also be acknowledged.*

# EXAMPLES

## Should you want to use this source:

Over time technology has been instrumental in increasing industrial and agricultural production, improving transportation and communications, advancing human health care and overall improving many aspects of human life. However, much of its success is based on the availability of land, water, energy, and biological resources of the earth.\*

\*Pimental, David, "Population Growth and the Environment: Planetary Stewardship", *Electronic Green Journal*, #9, December, 1998. Online. Internet. [June 22, 1999]. Available WWW: <http://egj.lib.uidaho.edu/egj09/piment1.html>

## WHAT IS UNACCEPTABLE

### You wrote\*:

Research has shown that **technology has been instrumental in increasing industrial and agricultural production, improving transportation and communications, advancing human health care and overall improving many aspects of human life. However, much of its success is based on the availability of land, water, energy, and biological resources of the earth.**

### You wrote\*:

Research has shown that the advancement of **technology has been instrumental in increasing industrial and agricultural production, improving transportation and communications, health care and overall many aspects of human life.** (Pimental, 1998)

### You wrote:

Research has shown that the advancement of science has been beneficial to the areas of agricultural and industrial production and communication and transportation fields. Furthermore, science has greatly improved health care and is the prime factor in a higher standard of life for many people.

### This is unacceptable because:

- Other than the first four words, the text has been copied word for word from the original document without any quotation marks that would indicate that the passage is a quote.
- The source you are using is not cited.

### This is unacceptable because:

- Even though you mention your source, you use many of the author's words without quotation marks.

### This is unacceptable because:

- Though most of the words have been changed, the sentence structure has remained the same.
- This is paraphrasing without indicating the original source.

\* The words in bold are used in the source text.

# WHAT IS ACCEPTABLE

## **You wrote:**

In his article on the effects of population growth on the environment, Pimental argues that "technology has been instrumental in increasing industrial and agricultural production, improving transportation and communications, advancing human health care and overall improving many aspects of human life. However, much of its success is based on the availability of land, water, energy, and biological resources of the earth" (1998).

## **You wrote:**

According to Pimental, "technology has been instrumental in increasing industrial and agricultural production, improving transportation and communications, advancing human health care and overall improving many aspects of human life" (1998). He cautions, however, that technological progress is dependent on natural resources.

## **You wrote:**

According to Pimental (1998), technology has greatly improved our standard of living. He cautions, however, that technological progress is dependent on natural resources.

## **This is acceptable because:**

- The author has been acknowledged, and the quoting technique which has been used is adequate since this is an Internet source. However, when you quote a printed source (book, journal, etc.), be sure to include the page numbers.

N.B. Referencing styles vary from one discipline to another. Consult your professors.

## **This is acceptable because:**

- You have properly quoted and paraphrased the author.

## **This is acceptable because:**

- This is the proper way to paraphrase and the author's ideas have been credited.

**Note:** Some departments of the Faculty of Social Sciences and the Faculty of Arts have prepared booklets on the rules to follow when presenting a paper. They explain in detail the guidelines to be used when working with sources:

- *Writing and Style Guide for University Papers and Assignments*, prepared by F.-P. Gingras (Faculty of Social Sciences). [www.sciencesociales.uOttawa.ca/guide-en.asp](http://www.sciencesociales.uOttawa.ca/guide-en.asp)
- *How to avoid plagiarism*: [www.socialsciences.uOttawa.ca/images/pdf/plagiarism2.pdf](http://www.socialsciences.uOttawa.ca/images/pdf/plagiarism2.pdf)
- *History Essay Guide*, prepared by the Department of History. Available from the secretariat of the Department. [www.uOttawa.ca/academic/arts/history/essay\\_guide\\_undergrad.html](http://www.uOttawa.ca/academic/arts/history/essay_guide_undergrad.html)
- *Style Sheet. Working with Sources. Introduction to Research in English Literature*, prepared by the Department of English. For sale at the Campus Bookstore.
- Pathfinders: [www.uOttawa.ca/library/mrt/index-e.html](http://www.uOttawa.ca/library/mrt/index-e.html)

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