Avoiding Plagiarism

What happens if I don’t reference properly?
or
What is plagiarism?
The UWA definition for plagiarism is usually
- “The unattributed use of someone else’s words, creations, ideas and arguments as one’s own….it is usually further extended to include the use of ‘too close’ or extensive paraphrase” (from Notes on Plagiarism and Its Definition at www.teachingandlearning.uwa.edu.au/page/59146)

At UWA, plagiarism, whether deliberate or unintentional, is considered
- serious misconduct
- unethical behaviour
- theft of intellectual property

When does plagiarism occur?
"Plagiarism occurs when the author claims credit for work that is not theirs. This can happen by failing to reference sources adequately, appropriately or in-line with accepted conventions"

It is plagiarism when authors
- do not reference enough
- reference in the wrong place or in the wrong way
- do not reference at all!

What is plagiarism in written work?
- Failing to acknowledge the source of all quotations or paraphrased ideas, whether they be facts, details, figures, opinions, interpretations or speculations.
- Quoting directly, or rewriting with only minimal paraphrasing, the work of another person without indicating that you are quoting.
- Misrepresenting the work of someone else as your own (This is the worst form of plagiarism and is treated as a very serious offence at UWA).

Even when you use paraphrases and summaries of ideas rather than direct quotes, you still need to reference the original source of the ideas. If you are not sure whether referencing is required, reference it.
How do I avoid plagiarising?

Here are some suggestions

**When taking notes**

1. Note down the relevant bibliographical details for each source that you look at, **including page numbers**. One method is to start a new page for each new source, put **bibliographical details** at the top of the page, and page numbers down the margin matching the information from those pages.
2. Avoid copying sections of your reading into your notes. Instead make notes in your own words. You will still need to reference the ideas in your assignment.
3. Indicate in your notes what is a quotation (use quotation marks), paraphrase (write PARA before the information) or summary (write SUM before the information).
4. Note your own ideas and responses to your sources as you go.
5. Use a different colour pen to record your ideas and the ideas for your sources.

**When writing**

- Make sure you have your own thoughts (your **voice**) in your assignment. You can start with your observations of what you have read. Use your sources as evidence to support or highlight your own 'voice'.
- Make sure you know and follow the referencing style for your course or unit. If there is not a set style, choose one and use it **consistently** and correctly.
- Refer to **Guides, Manage Your References** for all the referencing styles used at UWA.
- Check that you have inserted all your references correctly BEFORE you hand in your assignment.

**What are bibliographic details?**

- Bibliographic details are **all** the details of the publications which contain the ideas, creations, arguments, images, etc that you refer to in your assignments. They include:
  - author’s surname, first name initials, date of publication, title of journal article or book chapter, title of book or journal, publication place and publisher’s name. For online sources, include web page details and date web page accessed. Refer to the **Harvard style guide** for more details [http://www.library.uwa.edu.au/education_training_and_support/guides/harvard_citation_style](http://www.library.uwa.edu.au/education_training_and_support/guides/harvard_citation_style)