



PLAGIARISM CHECKLIST FOR FACULTY

Some Causes of Plagiarism

- ◆ Students may fear failure or fear taking risks in their own work.
- ◆ Students may have poor time-management skills or they may plan poorly for the time and effort required for research-based writing, and believe they have no choice but to plagiarize.
- ◆ Students may view the course, the assignment, the conventions of academic documentation, or the consequences of cheating as unimportant.

Intentional Plagiarism

- ◆ Copying, quoting, paraphrasing, or summarizing from any source without adequate documentation
- ◆ Purchasing a pre-written paper (either by mail or electronically)
- ◆ Letting someone else write a paper for you
- ◆ Paying someone else to write a paper for you
- ◆ Submitting as your own someone else's unpublished work, either with or without permission

Accidental Plagiarism

- ◆ Students may not know how to integrate the ideas of others and document the sources of those ideas appropriately in their texts.
- ◆ Students will make mistakes as they learn how to integrate others' words or ideas into their own work because error is a natural part of learning.



- ◆ Students may not know how to take careful and fully documented notes during their research.
- ◆ Academicians and scholars may define plagiarism differently or more stringently than have instructors or administrators in students' earlier education or in other writing situations.
- ◆ College instructors may assume that students have already learned appropriate academic conventions of research and documentation.
- ◆ College instructors may not support students as they attempt to learn how to research and document sources; instead, instructors may assign writing that requires research and expect its appropriate documentation, yet fail to appreciate the difficulty of novice academic writers to execute these tasks successfully.
- ◆ Students from other cultures may not be familiar with the conventions governing attribution and plagiarism in American colleges and universities.
- ◆ In some settings, using other people's words or ideas as their own is an acceptable practice for writers of certain kinds of texts (for example, organizational documents), making the concepts of plagiarism and documentation less clear cut than academics often acknowledge and thereby confusing students who have not learned that the conventions of source attribution vary in different contexts.

Some Causes of Plagiarism

- ◆ Cite every piece of information that is not a) the result of your own research, or b) common knowledge. This includes opinions, arguments, and speculations as well as facts, details, figures, and statistics.
- ◆ Use quotation marks every time you use the author's words. (For longer quotes, indenting the whole quotation has the same effect as quotation marks.)
- ◆ At the beginning of the first sentence in which you quote, paraphrase, or summarize, make it clear that what comes next is someone else's idea:



According to Smith..., Jones says... In his 1987 study, Robinson proved...

- ◆ At the end of the last sentence containing quoted, paraphrased, or summarized material, insert a parenthetical citation to show where the material came from.

References:

<http://wpacouncil.org/node/9>

<http://library.duke.edu/research/plagiarism/index.html>

http://www.writing.northwestern.edu/avoiding_plagiarism.html

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