

PLAGIARISM

Plagiarism is using someone else's words and ideas and presenting them as if they were your own. Plagiarism is common problem in schools and is sometimes committed by accident.

All sources used have to be acknowledged when pupils write up their project that is they must say where they found the information.

Examples:

'I copied and pasted a paragraph from the Internet into my report without changing any words. Information on the web is free after all...'
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Answer: This is plagiarism.

Straight copying from any source - a book, a magazine or a website - without changing any words is cheating and the most commonly committed form of plagiarism.

'I used the ideas of an author and wrote them in my own words in my research but didn't acknowledge the source '.

Answer: This is plagiarism.

Using the ideas of another, even when you write them in your own words and don't say where the original idea came from, is also plagiarism.

I copied a diagram I liked from the Internet but put a note beside it to say where I'd copied it from.
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Answer: This is correct and not plagiarism.
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This is referencing a source correctly. You didn't create the diagram but you've stated where you got it from.
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I copied a few lines of a paragraph from a newspaper article. I enclosed them in quotation marks and presented the information as a quote from a newspaper.

Answer: This is correct and not plagiarism.
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Another example of referencing a source of information correctly.

To avoid plagiarism, all sources of information, e.g. A website, podcast, encyclopaedia, book or conversation must be **referenced**. All sources of information have to be acknowledged when pupils write up their project that is they must say where they found the information. Remind students to keep a note of sources which they refer to as they go, as it can be tricky re tracing your steps at a later date.

This allows staff to check their work and see what information sources they have used. Acknowledging sources is called 'citing' or

referencing' and this has to be written in a certain way (see below) so that staff can easily locate that source. The information needed for referencing or citing does vary but for a book it is:-

the author,

year of publication,

title,

Place of publication & Publisher

For example:

Moore, H. (2009) *The story behind oil*. London: Heineman Library.

Petrie, W.

Remember it is really important to get all the punctuation and italics in the correct places.

The bibliography is the list of all sources used for the project.

Here is an example:

Bibliography:

BP (2010) *BP at a glance*. Available at:

<http://www.bp.com/sectiongenericarticle.do?categoryId=3&contentId=2006926> (Accessed: 10 February 2010).

Farquhar, G. (2010) 'Falklands' oil potential generates great expectations in the City', *Press & Journal* (Aberdeenshire edn.), 10 February, p.19.

Hartman, E. et al. (2010) *Fossil fuels*. London: Raintree.

Moore, H. (2009) *The story behind oil*. London: Heinemann Library.

Raum, E. (2009) *Fossil fuels and biofuels*. London: Heinemann Library.

Shell (2010) *The new energy future*. Available at:

http://www.shell.co.uk/home/content/gbr/responsible_energy/new_energy_future/ (Accessed: 10 February 2010).

Strachan, D. (2009) 'Scraping the bottom of the barrel', *New Scientist*. 5 December, pp. 34-39.

The World Book Encyclopaedia (2006) Chicago: World Book, Inc.