

Plagiarism

What is plagiarism?

Plagiarism is direct copying without acknowledging the source or the author. In other words it is stealing other's work and is regarded as a serious academic offence.

How to avoid plagiarism

- **quoting directly**, using the author's exact words
e.g. "To be or not to be" (Shakespeare)
- **quoting indirectly** (**paraphrasing** or **summarising** the author's words)

Quoting

- using round brackets (), e.g.

Muller (1998) discusses the causes of asthma among workers working in dust.

or:

Causes of asthma among workers working in dust have been discussed (Muller, 1998).

Bibliography & Referencing

Bibliography = a list of literary sources that you have used in your report (books, journal articles, reports, handbooks, leaflets, the Internet). It is given at the end of the report and may be arranged in different ways.

Reference = a sign or indication that refers the reader to the source of information

Why are referencing and bibliography necessary?

By giving references you help the reader of your report to easily locate the full description of the item you have cited.

E.g.:

In this report I followed a model for writing dissertations, designed by Howell (2).

Possible approaches in citing bibliography

BOOKS:

1. Smith C.S., Jones M.(1992) Corporate Safety, Cambridge University Press

JOURNAL ARTICLES:

2. Howell E. (2000) Writing dissertations, *Journal of Academic Writing*, 12/9, pp. 63-72

WEB SOURCES:

3. Hallal W.: The Technology Revolution
(<http://horizon.unc.edu/horizon/contents>) last
accessed: June 2002 evolution

Paraphrasing

You are allowed to paraphrase but not copy:

Example:

Original

Women who wish to complete their education and establish careers before having babies should do so without fear of infertility, a demographer for the Population Council advises.

Paraphrase

According to the population geography expert, women who want to finish their studies and start a career before they have a baby, need not fear of not having babies.

Tips for paraphrasing

Structure: change the grammatical structure without changing the meaning (e.g. joining or dividing sentences)

Meaning: your paraphrase should have the same meaning

Words: use different vocabulary (e.g. synonyms, simpler phrases)


Length: it may vary but not too much

Style: use your own style

Steps in paraphrasing

- ➡ Read the source.
- ➡ Understand the source.
- ➡ Without looking at the text make a simple list of the main points that you remember from the source.
- ➡ Look at the text to check if you have included all the important parts.
- ➡ Join the points from your list into sentences, using suitable grammar and organisation of text.

Over to you



Summarise the following text and paraphrase the meaning of difficult words

Chemistry is an area of study which touches human life at innumerable points. It is the science which forms a bridge between physics and biology as well as between earth sciences and life and medical sciences. It is therefore a central science which holds the key to an appreciation and understanding of life cycles on the one hand through to man-made processes on the other.

The development of chemistry as a science has taken place at an increasingly rapid rate over the last two centuries, and has deepened upon quantitative reasoning. Chemists of the nineteenth century could not have anticipated the contribution which their research would make to the applications of chemistry today - applications which range from micro-circuits and developments in solid state devices to the use of hormones as a new generation of pesticides.