

Plagiarism 101: How to Recognize & Avoid It*

*Read this document & use [NoodleTools](#)!



What is Plagiarism? It's easy to copy and paste, so why not just do it? You might think you're just borrowing, but it's much bigger than that. It's stealing! [The American Psychological Association](#) defines plagiarism as "the act of presenting the words, ideas, or images of another as one's own" (*Publication Manual of the APA*, 2020, p. 21). Students who lie, cheat, plagiarize, or claim products generated by Artificial Intelligence as their own violate the [ASD School Board's Academic Honesty Policy](#). See the [ASD Student Handbook](#) for more information.

You plagiarize when you quote, paraphrase, summarize, or present someone else's work without giving credit.

Turnitin* identifies a **Plagiarism Spectrum**:

1. Clone: Submitting another's work, word-for-word, as your own
2. CTRL+C: Contains significant portions of text from a single source without alterations
3. Find/Replace: Changing key words and phrases but retaining the essential content
4. Remix: Paraphrases from multiple sources, made to fit together
5. Recycle: Borrowing generously from the writer's (your) previous work without citation
6. Hybrid: Combines perfectly cited sources with copied passages without citation
7. Mashup: Mixes copied material from multiple sources
8. 404 Error: Includes citation to non-existent or inaccurate information about sources
9. Aggregator: Includes proper citations to sources, but the paper contains almost no original work
10. Re-Tweet: Includes proper citation, but relies too closely on the text's original wording and/or structure (*Plagiarism Spectrum*)

*Many teachers use Turnitin to help you identify plagiarism in your own writing. You upload your rough or final draft to Turnitin.com, and receive a similarity report that you can use to correct your document. Ask your teacher how to access Turnitin.com.

Copyright violation (using images, music, or other created works without permission) is a form of plagiarism, is illegal, and can result in loss of income for the creator and strong consequences for the plagiarizer. This includes, but isn't limited to:

- Copying & pasting media (especially images) into your own papers & projects (slideshows, websites, posters, etc)
- Making a video using footage from others' videos or using copyrighted music for the soundtrack
- Performing another person's copyrighted music (i.e., playing a cover)
- Composing a piece of music that borrows heavily from another composition (*What is Plagiarism*)

How to Avoid Plagiarism

- Take careful notes and be a deliberate researcher
- Cite sources properly
- Use [NoodleTools](#) to help you cite your sources (see Resources below for more information about NoodleTools)
- Take time to do your best without rushing and intentionally or unintentionally plagiarizing
- Submit your rough draft in time to correct plagiarism issues if your teacher uses Turnitin

What to Cite

- Words or ideas from any print or online source including but not limited to: website, book, song, TV or video production, database, periodical, computer code, social media, email, or letter
- Information gained via personal interview, whether conducted in person, over the phone, or in writing

- Exact words or a unique phrase
- Diagrams, illustrations, charts, pictures, or other visual materials that you didn't create
- Digital media, including images, audio, video, or other media that you repost or reuse (*Is it Plagiarism*)

What Not to Cite

- Your personal experiences, observations, insights, thoughts, and conclusions about a subject
- Your own results obtained through lab or field experiments
- Your own artwork, digital photographs, video, audio, etc.
- Generally-accepted facts (e.g., pollution is bad for the environment) and common knowledge (folklore, common sense observations, myths, urban legends, and historical events) (*Is it Plagiarism*)

Resources

NoodleTools is an online tool to help you through the research process, including creating a References page. Every student in ASD has access to [NoodleTools](#) through ASDGoogle Drive.

- To access, click on the 9-dot app launcher (aka waffle) and scroll down until you see the NoodleTools icon OR
- Optional login via [NoodleTools](#), click on Access via G-Suite & use lastname.firstname@asdk12.net + your student ID
- Click here for [NoodleTools Hints](#)
- Watch an overview [here](#)
- Ask your librarian or teacher if you need help

[APA Style Guidelines](#) and the [APA Blog](#) The American Psychological Association has tons of information on plagiarism, APA style, citations, Reference pages, sample papers, and FAQs.

[OWL, The Online Writing Lab](#) at Purdue has just about everything you will need including APA and other style guides, in-text citations, how to format quotations, and sample References pages and research papers.

[Plagiarism Infographic](#). Information in this document is also available as an infographic on the ASD Libraries web page.

References

American Psychological Association. (n.d.). Plagiarism. Retrieved April 3, 2020, from

<https://apastyle.apa.org/style-grammar-guidelines/citations/plagiarism>

Is it plagiarism yet? (n.d.). Retrieved April 7, 2020, from

http://owl.purdue.edu/owl/research_and_citation/using_research/avoiding_plagiarism/is_it_plagiarism.html

The plagiarism spectrum. (n.d.). Retrieved April 7, 2020, from <http://www.turnitin.com/static/plagiarism-spectrum/>

Publication manual of the American Psychological Association: The official guide to APA style (7th ed.). (2020).

Washington, DC: American Psychological Association.

What is plagiarism. (2017, May). Retrieved April 7, 2020, from <http://plagiarism.org/article/what-is-plagiarism>