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 Modern Language Association (MLA) defines plagiarism as "a kind of fraud, deceiving others to gain something of value … and it is always a serious moral and ethical offense" (*MLA Handbook 9*). 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, including AI, word-for-word, as your own
2. CTRL+C: Contains significant portions of text from a single source, including AI, 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 Works Cited 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

[MLA Style Center](#) The Modern Language Association (MLA) has tons of information on plagiarism, MLA style, citations, Works Cited pages, sample papers, and FAQs.

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

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

<div align="center">Works Cited</div>

"Is It Plagiarism Yet?" *Purdue OWL,* Purdue University, 2020,

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

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