

ARC Writing Lab Worksheets: Avoiding Plagiarism

Final draft version, compiled February 9, 2007, by J. Hines, Ed Prgms Intern

What “Citation” Is For:

Giving Your Writing Authority or Credibility

- As a student, you probably have some very important or original thoughts, but since your academic experience is less extensive, your opinions may need back-up to show that other people with more experience thoughts on the subject or have similar opinions.
- Citation can show that you are not alone in your opinion, and have tapped a valuable subject as well, “proving” to some extent the worth of your addressing it.

Referring Readers to More Information

- If your ideas are important enough to write about (and hence important enough to read about!), they may be interesting enough to readers to want to find out more by following up on the sources that you read. Telling them where to find these sources helps those readers.

What to Cite: (Adapted from *The OWL at Purdue*, <http://owl.english.purdue.edu/owl>)

These Need to Be Credited:

- “Real,” word-for-word quotes
- Paraphrases (these should be in *your own words*, not simply adapted)
- Ideas from other sources (published, as in a magazine or website, or unpublished, as from a lecture or conversation)
- “Copy-and-pastes” from anywhere

These Do Not Need to Be Cited:

- Your life
- Your research, writing, or art
- “Common knowledge” or everyday information, like historical or scientific facts (not the same as published opinions or reviews)

Research Journal — follow this suggested format. Include ideas you might not want to quote in your paper but that might be useful later.

Date	Source: Author (if any). Article or webpage title (if any). Book/Website/Journal title (volume & issue #'s). City (usu. first city on the list):
Page numbers (for each quote or note)	“Quotes” should always go in quotation marks. Also include key points you notice. Anything you’re inspired to write down while researching, mark with “mine” or similar notation.