
Citation and Academic Integrity: Strategies for Avoiding Plagiarism

UCLA Young Research Library
UCLA Graduate Writing Center

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GOALS:

- Introduce new students to UCLA's Academic Integrity policy
- Gain strategies to avoid plagiarism
 - Note taking skills
 - Citation skills
 - Academic writing skills
- Find out where to get help





As a Bruin, I commit myself to the highest ethical standards

- *Integrity* - I conduct myself with integrity in my dealings with and on behalf of the University.
- *Excellence* – I conscientiously strive for excellence in my work.
- *Accountability* – I am accountable as an individual and member of this community for my ethical conduct.
- *Respect* – I respect the rights and dignity of others.

Source: *[UCLA Office of the Dean of Students](http://www.truebruin.ucla.edu/about.htm)*
<http://www.truebruin.ucla.edu/about.htm>



UCLA Takes Academic Integrity Very Seriously

- Office of the Dean of Students
- Student Conduct Committee
- Holds on University Records
- Sanctions
 - Warning
 - Disciplinary Probation
 - Deferred Suspension
 - Deferred Dismissal
 - Suspension
 - Dismissal
- Revocation of Awarding of Degree



Forms of Academic Dishonesty

- Cheating
- Multiple submissions
- Facilitating Academic Dishonesty
- Fabrication
- Plagiarism

Source: *Student Guide to Academic Integrity*,
UCLA Office of the Dean of Students



UCLA Definition of "Plagiarize"

Presentation of another's words or ideas as if they were one's own, including ...

- Representing part of or an entire work produced by another as one's own original work
- Representing the identifiable but altered ideas, data, or writing of another person as if they were one's own work.

Source: [UCLA Student Conduct Code](#)

UCLA Office of the Dean of Students



How does Plagiarism Occur?

- Deliberate plagiarism
 - Purchasing a paper to turn in as one's own
 - Not citing sources
- Inadvertent or unintentional plagiarism
 - Sloppy note-taking
 - Lack of awareness of when to cite sources
- Lack of writing skills
 - Improper paraphrasing
- **Whether deliberate or inadvertent, it is still a violation of the student code.**

Strategies for Avoiding Plagiarism

- Note Taking
 - Develop a systematic method for organizing notes
- Proper Citation
 - Learn what & how to cite
- Learn how to incorporate others' words and ideas into your work
 - Quotation (exact)
 - Summary (general)
 - Paraphrase (specific)



Strategy: Note Taking

- Develop a systematic method for organizing notes
 - Use **text color** or fonts to distinguish what you have copied exactly from what is in your own words
- Identify the source of your notes in the notes
- Accurately and completely record the information you will need to cite your source.



Citation Management Programs

- Zotero (*free Firefox plug-in*)
 - <http://www.zotero.org/>
- Mendeley (*free desktop tool*)
 - <http://www.mendeley.com/>
- RefWorks (*subscription based online tool*)
 - <http://www.refworks.com/>
- EndNote (*proprietary desktop tool*)
 - <http://www.endnote.com/>



Strategy: Know What to Cite

Avoiding plagiarism, self-plagiarism, and other questionable writing practices: A guide to ethical writing

The purpose of this module is to help students, as well as professionals, identify and prevent questionable practices and to develop an awareness of ethical writing. This guide was written by Miguel Roig, PhD, from St. Johns University with funding from ORI.

[Disclaimer](#)

TABLE OF CONTENTS

[Download PDF of this Module](#)

[26 Guidelines at a Glance](#) ◀

[Introduction](#)

[On ethical writing](#)

[Plagiarism](#)

- ▣ [Plagiarism of ideas](#)
- ▣ [Acknowledging the source of our ideas](#)
- ▣ [Plagiarism of text](#)
- ▣ [Inappropriate paraphrasing](#)
- ▣ [Paraphrasing and plagiarism: What the writing guides say](#)
- ▣ [Examples of paraphrasing: Good and bad](#)



Roig - Guidelines at a Glance

- **Guideline 1:** An ethical writer ALWAYS acknowledges the contributions of others and the source of his/her ideas.
- **Guideline 9:** When in doubt as to whether a concept or fact is common knowledge, provide a citation.
- **Guideline 16:** Strive to obtain the actual published paper. When the published paper cannot be obtained, cite the specific version of the material being used...

Source: *Avoiding plagiarism, self-plagiarism, and other questionable writing practices: A guide to ethical writing* by Miquel Roig.



To Cite or Not to Cite

You want to incorporate another scholar's idea, without actually quoting her, in the handout you are creating to distribute at a conference where you are making a presentation.

Yes, Roig's Guideline 1: "An ethical writer ALWAYS acknowledges the contributions of others and the source of his/her ideas."

In your thesis proposal, you mention that there were mass protests against the Vietnam War in the late 1960's.

No, this is considered common knowledge.

You are quoting a person you interviewed in the course of your field research.

Yes & No. Consult your style manual.

APA = in-text only; MLA = in-text + works cited.



Strategy: Know What to Cite

- Miguel Roig – "Avoiding plagiarism, self-plagiarism, and other questionable writing practices: A guide to ethical writing"
 - <http://ori.hhs.gov/avoiding-plagiarism-self-plagiarism-and-other-questionable-writing-practices-guide-ethical-writing>
- Guidelines at a Glance
 - <http://ori.hhs.gov/plagiarism-0>



Strategy: Know How to Cite

- Choose the appropriate style manual
- Include in the "Reference List" only works cited in your text
- Be accurate, thorough, consistent

Citation Guides and Style Manuals

Social Sciences

- Publication Manual of the American Psychological Association. Washington, DC: American Psychological Association, 2010. 6th ed.

Humanities

- MLA Handbook for Writers of Research papers. New York : Modern Language Association of America, 2009. 7th ed.

Physical and Natural Sciences

Scientific Style and Format : the CSE Manual for Authors, Editors, and Publishers. Reston, Va. : Council of Science Editors, 2006. 7th ed.

All Disciplines – Historical Research

- Chicago Manual of Style. Chicago : University of Chicago Press, 2010. 16th ed.



Citation Examples

Examples: online journal article

□ APA

Rye, J. F. (2006). Leaving the countryside: An analysis of rural-to-urban migration and long-term capital accumulation. *Acta Sociologica*, 49(1), 47-65. doi:10.1177/0001699306061899

□ MLA

Rye, Johan Fredrik. "Leaving the Countryside: An Analysis of Rural-to-Urban Migration and Long-Term Capital Accumulation." *Acta Sociologica* 49.1 (2006): 47-65. Web. 12 July 2010.

□ Chicago

Rye, Johan Fredrik. "Leaving the Countryside: An Analysis of Rural-to-Urban Migration and Long-Term Capital Accumulation." *Acta Sociologica* 49, no. 1 (2006): 47-65. doi:10.1177/0001699306061899.



Strategy: Know How to Cite

- Graduate students use and cite a broad range of research materials
- You need to cite an entry from a multi-volume reference work that is being published over a period of years.

Note: the work is still in progress

MLA: "...write *to date* after the number of volumes ("3 vols. to date") and leave a space after the hyphen that follows the beginning date ("1982- ")."

Cassidy, Frederic, and Joan Houston Hall, eds. *Dictionary of American Regional English*. 4 vols. to date. Cambridge: Belknap-Harvard UP, 1985- . Print.

Source: *MLA Handbook for Writers of Research papers*. New York : Modern Language Association of America, 2009. 7th ed.



Citation Websites

- OWL (Purdue University)
 - <http://owl.english.purdue.edu/owl/section/2/>
- Research and Documentation Online (Diana Hacker)
 - <http://www.dianahacker.com/resdoc/>



True or False?

Even if you correctly cite your source
you can still be guilty of plagiarizing?

True, improper paraphrasing....

The Art of Writing...

Strategy: Academic Writing Skills

Learn how to properly incorporate others' words and ideas into your work

- Quotation (exact)
 - Verbatim (exactly as written, including punctuation)
- Summary (general)
 - Short synopsis of the main idea(s) of a work
- Paraphrase (specific)
 - Restate in own words and style a specific piece of a text

UCLA Graduate Writing Center

- One-on-one appointments – meet confidentially with a writing consultant
- Workshops that teach skills, process, and specific genres (literature review, etc.)
- Workshops and programs organized by broad disciplinary areas
- Online workshops
- Master's Thesis Writing Groups
- Dissertation Boot Camps

Want Help?

- UCLA Graduate Writing Center (GWC)
 - <http://gsrc.ucla.edu/gwc/>
- GWC Writing and Research Workshops
 - <http://gsrc.ucla.edu/gwc/workshops/>
- Library Workshops
 - <http://www.library.ucla.edu/service/6362.cfm>