



## Plagiarism

Plagiarism is the presentation of someone else's words or ideas as your own. Plagiarism is a form of stealing.

Whether *deliberate* or *accidental*, plagiarism is a serious and punishable offence. Punishments for plagiarism vary from receiving a grade of zero (the minimum at Sheridan) to possible expulsion. Please consult the Sheridan Student Handbook for more information.

### Deliberate Plagiarism

- Copying a phrase, sentence or passage from a source (novel, magazine, journal, etc.) and passing it off as your own by omitting quotation marks and a source citation (reference).
- Summarizing or paraphrasing someone else's ideas without acknowledging your use of that source.
- Handing in as your own work a paper, assignment etc. that you have bought, had a friend write, or copied from another student.

### Accidental Plagiarism

- Forgetting to place quotation marks around another writer's words or ideas.
- Omitting a source citation for another's idea because you are unaware of the need to acknowledge the idea.
- Carelessly copying a source when you mean to paraphrase.

### Avoiding Plagiarism

- Think about what type of source you are using. Is it your own independent material, common knowledge, or someone else's independent material? If it is the latter, you **must** acknowledge it.
- If you are quoting someone else's material, is the quotation exact? Have you used quotation marks? Have you shown omissions with ellipsis (...) marks and additions with [square brackets]? Example: "She [Juliet] will not stay the siege [...] nor ope her lap to saint-seducing gold" (Shakespeare 218).
- If you are paraphrasing or summarizing someone's material, have you used your own words and sentence structures? Does your paraphrase or summary use quotation marks when you resort to the author's *exact* language? Example: Kiramski commented that the two partners created "a complicated web of deceit" among their co-workers (Carroll, 68).
- Have you represented the author's meaning without distortion? Are all your source citations complete and accurate? Does your Bibliography include all the sources you used or consulted?

### Remember:

- When in doubt, cite all work.
- Ignorance is no excuse! You can be penalized for committing accidental plagiarism.