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Tips for Avoiding Plagiarism

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Abstract

Paraphrase

What is it? Including ideas or information from an original source in your paper

How do I comply? Must be rephrased in *your own words*. Use as few original words as possible- good rule of thumb: no more than two words from the source in a row

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Tips for Avoiding Plagiarism

Paraphrase

What is it? Including ideas or information from an original source in your paper

How do I comply? Must be rephrased in *your own words*. Use as few original words as possible- good rule of thumb: no more than two words from the source in a row

Best paraphrases:

- include only the author's ideas but with your words.
- are accurate and fair.
- are properly cited.

How do I do that?

- Break down complex phrases into smaller ones
- Identify relationships such as cause and effect or contrasts
- Put in a new order
- Change parts of speech (ex. Decision to decide); change voice from passive to active
- Use synonyms

Quoting

What is it? Including identical wording from the original source

How do I comply? Must use " " or by indenting, depending upon style guide. Use the quote exactly the way it appears, although focusing on a specific part is allowed by using beginning and ending ellipses: "... no one wants to be misquoted...". Don't use a "block quotes" of 40 words or more as it implies you are lazy or don't understand the material in order to paraphrase.

Citing

What is it? Giving credit to a source idea

How do I comply? Every field adopts its own standard known as a style guide. Ask your instructor which style guide is used in your field. Ex. Most medical journals use NLM (Nat'l Lib of Med), but our HIIM program prefers APA style. Visit our SWOSU Libraries resources for more information: <https://library.swosu.edu/>

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