# Plagiarism

**Plagiarism** is using the work of another author as your own or copying work from another source without giving proper credit.

**All authors should be given proper credit.**

Tips to avoid plagiarism:

- If copying text word for word, add quotes and include a citation
- If paraphrasing or summarizing information from a source, include a citation
- When using diagrams, illustrations, pictures, etc., include a citation
- Ensure all in-text citations have a matching reference on your reference page

**When deciding if you should include a citation (giving credit to an author) ask yourself these questions:**

- Did the idea come from your brain or did you read it somewhere?
- Are you summarizing or paraphrasing something you read, watched, or heard?
- Are you including a direct quote from a source?
- Is the information common knowledge? (When it is common knowledge a citation is not needed. However, if you are unsure it is better to cite the source.)
- Did you create the image/graphic or did you copy it from the internet/ a source?

**A rule of thumb:** If you paraphrase or summarize a source more than once in a paragraph, cite that source in every instance.

**Example Paragraph:** This sentence came from a source that I read and I am paraphrasing it here (citation 1). This sentence is my own thought about that information. I came up with some ideas on my own. This sentence comes from the original source I cited before, but I am paraphrasing something different this time (citation 1). This information is a summary of a different source that I read (citation 2).