

Cutting & pasting from the Internet

- Although it's easy and fast to do research on the Internet by simply cutting and pasting information, you **MUST** reference this information properly.
- Keep track of research notes carefully, so you'll always know what information came from what source!
- Record the author, Web site title, URL etc. alongside any information you cut and paste.
- Use quotations or paraphrase the information and be sure to include a list of references (Works Cited).

Using facts or statistics without saying where they're from

- If you use a fact or statistic—from a speech, from a book, from the Internet—you **MUST** give proper credit to the original source **UNLESS** it is something very well known (e.g. the dates of WWII).
- Include a list of references (Works Cited).

Submitting an assignment that you've copied or bought from someone else

- You must **NOT** do this—you need to complete your own work.

Submitting an assignment you've already used in another course

- You must get written permission from both teachers to use the assignment again.

PLAGIARISM PITFALLS

What to watch out for so you don't plagiarize!

Using someone else's spoken or written words without giving proper credit

- If you use someone else's words—from a speech, from a book, from the Internet—you **MUST** give proper credit to the original source.
- Put the information in quotes and include a list of references (Works Cited).

Paraphrasing (rewording) someone else's ideas/words

- Even if you reword something, but the idea is not your own, you must give proper credit to the original author.
- Include a list of references (Works Cited).

Using translation software on the Internet

- Unless you translate the text yourself, it's not your own work!

“Padding” a resource list

- Although it's important to include a list of references with a research assignment, you should only include resources that you actually **USE!**
- Don't make up sources or include additional sources just to make your list look more impressive!