Avoiding plagiarism

What is plagiarism?
Plagiarism is:

- when you use somebody else’s words or ideas and pass them off as your own
- dishonest, unfair to fellow students, and illegal under Australian copyright law
- taken very seriously at Loreto Mandeville Hall

Types of plagiarism
Not all plagiarism is intentional – some of it is simply an accident, but that doesn’t mean it’s okay.

Accidental
- Mistakes in your citations
- Forgetting a citation
- Not putting quotation marks around a direct quote

Deliberate
- Copying from or submitting someone else’s assignment
- Having someone else write your assignment for you
- Reusing your own assignment
- Using find and replace to change key words in something you’ve copied from a source

Avoiding plagiarism

- Use a notemaking grid – if you write down all your sources and write your information in quotation marks or as dot points, it’s easier to ensure it’s in your own words
- Don’t copy information directly from the internet into your notes
- Use CiteMaker to keep track of your references and make sure your citations are correct

What should I reference?

- Books
- Information from encyclopaedias, including Wikipedia, Britannica, and World Book
- Websites, including blogs and any downloadable content, like PDFs
- Magazine articles
- Newspaper articles
- Videos/TV shows/Movies
- Music
- Images
- Oral histories and interviews

What doesn’t need to be referenced?

- Common knowledge, such as “The world is round” or “The capital of France is Paris”.
- Your own ideas
- Your own experiments

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