UCC Library:
Plagiarism and Referencing
Before we start...

Library Guide on Academic Integrity
What we’ll cover

- Plagiarism
- Citing/Referencing
- Keeping on the right side of Copyright Law
Plagiarism?

The unacknowledged use of the words or ideas of others

– UCC French Dept.

Plagiarism includes:

- turning in **someone else's work** as your own
- **copying words or ideas** from someone else without giving credit
- failing to put a quotation in **quotation marks**
- giving **incorrect information** about the source of a quotation
- **changing words** but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the **majority of your work**, whether you give credit or not

Recognise this?

Three rodents with defective vision,
Three rodents with defective vision,
Perceive how they flee,
Perceive how they flee,

They scurried by the spouse of the agronomist.
She removed their posteriors with a kitchen utensil.
Have you ever observed such a phenomenon,
As three rodents with defective vision?

The Real Mother Goose, 1916
by Rand McNally & Company
1. Introduction

1.1 Plagiarism is the presentation of someone else’s work as your own without appropriate attribution. Whether done deliberately or inadvertently, it is unacceptable, since it is an attempt to claim credit for work not done by you and fails to give credit for the work of others. Plagiarism applies not just to text, but to graphics, tables, formulae, or any representation of ideas in print, electronic or any other media, in addition to computer software and algorithms. Whether deliberate or inadvertent, as in the case of carelessness or poor academic discipline, plagiarism undermines scholarship, is a form of academic misconduct, and conflicts with the ethos of the University. The University takes any form of plagiarism very seriously; it is subject to disciplinary procedures as laid out below (Breach of Examination Regulations and Procedures – Section 10 of https://www.ucc.ie/en/media/support/recordsandexaminations/exams/Guide_to_Exams_16-17_issued.pdf).

2.0 Types of Plagiarism

2.1 Preparation of any work to be presented as part of an assessment, examination or other research or scholarly submission, can draw on the previous work or ideas of others. It is imperative, however, that this work is fully acknowledged, following the standard referencing practice within the particular discipline.

2.2 Self-plagiarism, the presentation of work previously submitted in a different context without citing that it was previously presented, is treated in the same way as any other form of plagiarism.

2.3 In some cases, particularly in the professional academic arena, plagiarism will also be a breach of copyright, which can expose the copier to civil or even criminal legal proceedings if within the timeframe of the copyright. Plagiarism also relates to unpublished material, such as the notes of others, which may not be covered by copyright. There is no expiry date on plagiarism.

2.4 Collusion, where work is permitted to be copied, is a form of plagiarism by both parties. Collusion also applies where a joint effort is presented by an individual without due recognition of the input of others.

3. Best Practice

3.1 At a minimum, clear indication as to when any material is being quoted directly (e.g. by enclosing it in quotation marks [“ ”] in the case of text) must be provided, in addition to citation of
Turnitin

What is Turnitin?
Turnitin is an online tool that is integrated with Blackboard. It allows for
students to submit assignments electronically
checks assignments for plagiarism and
marking to be done electronically through Grademark (i.e. no need to print assignments)
It also has a feature called Peermark that allows students to peer review their work.

Some basic points to know about Turnitin?
If the originality check is switched on then Turnitin compares the submission's text to a vast database of digital content, based on this search it then gives the assignment a percentage of how much content is deemed to be unoriginal, it is important to note that this percentage is only a guide as many assignments would have valid quotes and referencing which can potentially count towards the plagiarism percentage.
Acknowledging the information sources you have used to write your assignment

1. Cite the work you have used in the text of your assignment, with brief details (In-text Citing)

2. Include the complete details in a list of references at the end of the assignment (Bibliography)
How it works

Read
- You **read** relevant information to help you write your assignment

Note
- You **note** the sources you are going to use (title of source, authors, page numbers etc.)

Cite
- You write your assignment, **briefly citing** the source you are using within the sentence (short details)

Reference
- At the end of your assignment you compile a **list of references** containing each source you used, with complete details
Give Credit, Get Credit

Any books, journal articles, newspaper articles, websites etc. you use in your assignment need to be acknowledged because:

- **It gives credit** to the person whose ideas you are using (thus avoiding plagiarism)

- **You get credit** from your lecturers for doing your research
  (and hopefully a better grade) 😊
When do you need to cite?

[Diagram: When do you cite?

Did you think of it?
- Yes: Do not cite it
- No:
  - Is it common knowledge?
    - Yes: Do not cite it
    - No: Cite it]
Citing: You identify the sources you are using by ‘citing’ them in the text of your assignment

e.g. in your assignment...

... the Celts believed that the god Lenus would protect them from illness (Waddell, 2014, 66) and this meant that...

Minimal details given (Author, Year of publication, Page no.) so as not to stop the flow of the sentence
Referencing:

...while at **the end** of your assignment, the **complete details** of the work cited are included in your *List of References* or *Bibliography*

**References**


The **layout** of the details of those books, journal articles, webpages etc. - anything that you have used for your assignment

Some lecturers want you to use a specific style

Laid out in a certain order and with commas, full stops, italics etc.

- e.g. the Harvard style looks like this:
  

Some don’t mind which style you use, as long as the presentation of the information is **consistent**

- ...so that it’s readable and easy to find the books, articles, websites you referenced

Make sure you know what your lecturer expects and follow their guidelines
See UCC Library’s Academic Integrity Guide for more information.
Where to find those Referencing / Citation Styles

- Your lecturer
- Your Course Handbook or School’s website
- Academic Integrity Guide on Library website
- Books in UCC Library – including e-books
- Online

Style & format
Citation help in OneSearch, databases and online journals

OneSearch and many databases and journals give the option of citing the article - look out for the symbol. **Always check that it conforms to what is required by your lecturer**
Free citation software on Internet:
e.g. BibMe, Cite this for me, Citavi


UCC Library subscribes to Endnote (reference management software)
Classes run in Library during the year – useful for large final year projects, masters thesis etc.
Free websites - e.g. Citethisforme.com

https://www.citethisforme.com/harvard
A brief word about... Copyright Law

Bear in mind when you are:

✓ Photocopying
✓ Printing
✓ Downloading
<table>
<thead>
<tr>
<th>Covered by Copyright Law</th>
<th>Not covered by Copyright Law</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literary works</td>
<td>Unfixed works that have not been recorded in a tangible, fixed form (e.g. that song you made up and sang in the shower)</td>
</tr>
<tr>
<td>Music, lyrics</td>
<td>Ideas and facts</td>
</tr>
<tr>
<td>Dramatic works</td>
<td></td>
</tr>
<tr>
<td>Images and sculptural works</td>
<td></td>
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<tr>
<td>Architectural works</td>
<td></td>
</tr>
<tr>
<td>Films, audio-visual works</td>
<td>Titles, names, short phrases and slogans; familiar symbols or designs; numbers</td>
</tr>
<tr>
<td>Audio recordings</td>
<td></td>
</tr>
<tr>
<td>Video games &amp; computer software</td>
<td></td>
</tr>
</tbody>
</table>
"Fair use" allowed -

- Private Study
- Reasonable portion only copied
- Sufficient acknowledgement given
UCC Library Guidelines on the use of the Library’s electronic resources

Electronic Resources @ UCC Library: Terms & Conditions of Use

Information for UCC staff and students in relation to accessing electronic resources to support their teaching, learning and research.

Terms & conditions for electronic resource usage

- Electronic resources are licensed to UCC Library for the use of currently registered UCC staff and students and, only where provided for and defined by an individual licence, other authorised users.
- Electronic resources may be used for the purposes of UCC teaching, learning, research and administration only. They may NOT be used for commercial gain or for work undertaken by a student for the benefit of her/his employer. This includes the employer of a student on work placement as part of a UCC course.
- Any copyright statement, proprietary marking, or protection measure included on any copy, or copies, derived from an electronic resource must not be removed or interfered with.
- Any copy, or copies, derived from an electronic resource must be made within the terms of the licence. This will normally exclude the copying of the whole or substantial part of a database, journal issue or other publication.

Electronic Resources Guidelines

Guidelines for Responsible Use of eResources

It is the responsibility of all authorised users to ensure that they use UCC’s electronic resources in a responsible manner, in accordance with the UCC’s Acceptable Usage Policy.

http://libguides.ucc.ie/ld.php?content_id=31209791
Creative Commons Licences

When using material from the Internet in your work or presentations, look out for this symbol

Authors give "Creative Commons" licences when they want to give people the right to share, use, and build upon a work that they have created

This one **CC0** is the least restrictive of all – "all rights granted"
Images

And remember... images from the Internet are subject to Copyright Law too – see Library Guide on Images for more information.

All images used in this presentation were from Pixabay (CC0 licence), unless otherwise credited.
Recap on Plagiarism and Referencing

✓ Keep a note of every book, article, website etc. used in preparing your assignment

✓ For direct quotes – use “quotation marks”

✓ Paraphrasing – credit the original source

✓ Know what style your lecturer expects and use it
Skills Centre to provide a slide to advertise their support – I’ll send it on when I get it

Feedback from last years Induction sessions - Overall comments (e.g. other topics you’d like to learn about):

- Essay writing format/guidelines
- More IT advice may be useful
- Writing essays
- Grammar & punctuation
- How to write assignments would be useful
- Language of essays
- Structuring of essays
- How to give your opinion in essays as you're not allowed use pronouns; essay structures
- On sessions to how to begin/write as assignment essay!
- It would be nice to have a specific workshop on Turnitin
Need further help? Ask Us!

Or come to the Information Desk on Q for help from Library Staff