



Avoiding Plagiarism

A quick guide to crafting
original academic work

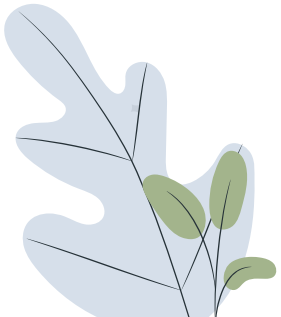


URBAN COLLEGE
of Boston

What is plagiarism?

- to **steal and pass off** the ideas or words of another as one's own
- to use another's production **without crediting** the source
- to present a preexisting idea or product as new and original idea

Source: plaigarism.org circa. 2017



Some more specific examples of plagiarism...

- turning in someone else's work as your own (this includes the work of fellow students, hired tutors, and UCB staff)
- copying words or ideas from someone else without giving credit
- failing to put a quote 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

Urban College of Boston's Plagiarism Policy

Students are expected to submit work that is the result of their own effort. Students must avoid plagiarism, defined as the use of the language, ideas, or thoughts of another author and the representation of them as the student's own work. Any form of intentional plagiarism or carelessness in differentiating between what is another person's work and what is the result of a student's effort is subject to disciplinary action on the part of the instructor and/or the Chief Academic Officer, and may result in failure of the course. The instructor, in consultation with the Chief Academic Officer, will determine an appropriate penalty in cases involving plagiarism. More detailed information about plagiarism is available in standard works on writing. Also, giving or receiving help during a quiz or examination will result in disciplinary action by the instructor and/or Chief Academic Officer.

Source: Urban College of Boston Student Handbook 2019-2020

What if I accidentally plagiarize? Will I be penalized by Urban College and my faculty?

Mistakes happen! We all forget to make a citation or add quotation marks on occasion. It's important to check your work *as you are writing it* for such mistakes and to have a fellow student, your instructor, or Learning Support Associate in the LRC double check your work with you!

There are a few easy steps you can take to avoid accidental plagiarism on the next slide...



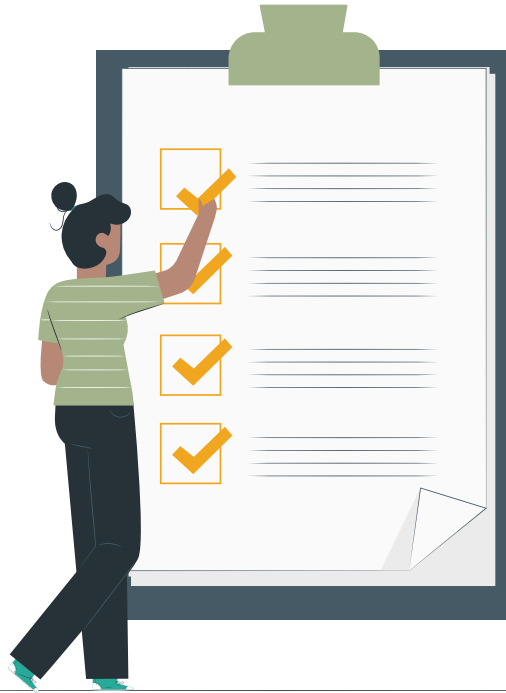
Original Academic Work Checklist

Original Words and Ideas

Use your own words and ideas when writing an academic paper.

Cite Your Sources

If you include information, ideas, or quotes that you did not create, make sure to credit where you got them from. Different courses require different citation styles, so check with your instructor!



Quotation Marks

When you use another person's exact words in your paper, make sure to put their words in quotation marks “”.

Write the Paper Yourself

Getting help with an assignment is ok, but having someone else do your work for you and submitting it as your own is plagiarism.

How can I make sure that I am citing a source correctly and in the appropriate style?

Here are some places where you can find detailed sources and guides for different citation styles!

[APA \(American Psychological Association\)](#) is a citation style commonly used in the social sciences. The most recent version is APA 7.

[MLA \(Modern Language Association\)](#) is a citation style commonly used in the arts and humanities. The most recent version is MLA 8.

[Chicago/Turabian](#) is a citation style commonly used in literature. The most recent version is Chicago 17th ed. Turabian is a more simplified version of Chicago citation but follows the same style.

[Purdue Owl APA 7](#)

[Purdue Owl Estilo APA 7](#)

[Purdue Owl MLA 8](#)

[Purdue Owl Estilo MLA 8](#)

[Purdue Owl Chicago](#)

[UArtes Estilo Chicago](#)

[Chicago U Press Turabian](#)

Are there any resources to make citations easier?

Yes! There are many websites you can use that will make citations for you! Websites like [EasyBib](#), [CiteThisForMe](#), [ZoteroBib](#), [Citation Machine](#) and [BibGuru](#) are all free websites. Just type in your source and preferred citation style, and they will create a citation and bibliography for you.

