

## Forms of Plagiarism

1. Handing in someone else's paper and acknowledging it as your own.
2. Repeating, such as copying and pasting, or paraphrasing wording without citing the source.
3. Changing only a few words or phrases, and re-arranging the sentences without citing the source.
4. Paraphrasing an argument or presenting a line of thinking without citing the source.
5. Not using any of your own words in the assignment.
6. The bottom line is if the information, facts, ideas, quotes, etc. are not your own, then you must cite the source. If you don't cite the source, you are plagiarizing and this is academic dishonesty. A mark of zero will be assigned.

### Do not cite:

#### Common Knowledge and Quotations

*Common Knowledge* can be defined as facts known by a large number of people. The following statement is an example of common knowledge:

Ottawa is the capital city of Canada.

*Common Quotation:* "A friend in need is a friend indeed."

## Avoid Plagiarism

1. Take research notes and acknowledge the source.
2. Paraphrase and acknowledge the source.
3. Summarize and acknowledge the source.
4. You must always cite your sources. If not, this is called plagiarism.