

Original Passage (from the “Academic Integrity” section of the *IVCC Student Handbook*):  
Plagiarism is defined as using the words or ideas of another as one's own either on purpose or unintentionally.

Inaccurate Quotation:

The *IVCC Student Handbook* states, “Plagiarism is simply defined as using words and ideas of another as your own either on purpose or unintentionally” (“Academic Integrity”).

While it may seem like a victimless crime, the real victim is the perpetrator—in addition to the damage done to your academic reputation, consequences could include failing the assignment or even the entire course. At worst, committing an act of plagiarism could get you expelled from your university. Although the consequences can be quite severe, plagiarism is easily avoided with a little effort. By keeping track of the sources and ideas you find during your research, utilizing those sources honestly and accurately, and adhering to the guidelines of the required citation format, you, too, can avoid the pitfalls of plagiarism.

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. One source advises, “Take careful notes throughout your research process and as you begin drafting your paper” (University Library). To this end, they suggest indicating which source a concept originates from as it is discovered, also noting the following: “you'll need this information for your reference list or citations anyway, so you'll benefit from good organization from the beginning” (University Library). Of course, not everything in a research paper will be from a source, as the writer will likely have ideas about the topic, as well. However, as the experts at Iowa State University suggest, it is advisable. . . .

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Plagiarized Words (No Documentation or Quotation Marks):

Plagiarism is defined as using the words or ideas of another as one's own either on purpose or unintentionally. While it may seem like a victimless crime, the real victim is the perpetrator—in addition to the damage done to your academic reputation, consequences could include failing the assignment or even the entire course. At worst, committing an act of plagiarism could get you expelled from your university. Although the consequences can be quite severe, plagiarism is easily avoided with a little effort. By keeping track of the sources and ideas you find during your research, utilizing those sources honestly and accurately, and adhering to the guidelines of the required citation format, you, too, can avoid the pitfalls of plagiarism.

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Plagiarized Words (Documentation Included but No Quotation Marks):

According to the *IVCC Student Handbook*, writers and speakers need to understand that plagiarism is defined as using the words or ideas of another as one's own either on purpose or unintentionally (“Academic Integrity”). While it may seem like a victimless crime, the real victim is the perpetrator—in addition to the damage done to your academic reputation, consequences could include failing the assignment or even the entire course. At worst, committing an act of plagiarism could get you expelled from your university. Although the consequences can be quite severe, plagiarism is easily avoided with a little effort. By keeping track of the sources and ideas you find during your research, utilizing those sources honestly and accurately, and adhering to the guidelines of the required citation format, you, too, can avoid the pitfalls of plagiarism.

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Correct Quotation with No Plagiarism:

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Original Passage (from the University Library of Iowa State University):

Take careful notes throughout your research process and as you begin drafting your paper. One good practice is to clearly label within your notes the ideas that are your own (e.g. writing "ME" in parentheses) and ideas and words from others (e.g. using a citation such as "Smith, 2005, p. 14" or something to indicate author, source, source date, and page number if there are pages). You'll need this information for your reference list or citations anyway, so you'll benefit from good organization from the beginning.

Inaccurate Paraphrase:

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. One source advises that a writer should plan out ideas before writing. Solid planning and outlining will help with stronger research, correct documentation, and a better paper overall (University Library). To this end, they suggest indicating which source a concept originates from as it is discovered, also noting the following: "you'll need this information for your reference list or citations anyway, so you'll benefit from good organization from the beginning" (University Library). Of course, not everything in a research paper will be from a source, as the writer will likely have ideas about the topic, as well. However, as the experts at Iowa State University suggest, it is advisable in one's notes to indicate an original thought versus one that is from a source, as well (University Library). Also, in our increasingly digital world, a writer may find it helpful to use a browser's bookmark feature to save sources across different devices and organize them by project. While the impulse may be to collect the minimum number of sources as quickly as possible, taking the time to read thoroughly and being prudent about the quality of sources actually can ease the stresses of the writing process.

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Plagiarized Paraphrase (Not Thorough):

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. One source states that writers should take careful notes all the way through their research process and as they start drafting their paper. A good method is clearly labeling within notes ideas that are their own or words and ideas from sources. Writers will need this information for citations anyway, so they will benefit from good organization right from the beginning (University Library). Also, in our increasingly digital world, a writer may find it helpful to use a browser's bookmark feature to save sources across different devices and organize them by project. While the impulse may be to collect the minimum number of sources as quickly as possible, taking the time to read thoroughly and being prudent about the quality of sources actually can ease the stresses of the writing process.

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Plagiarized Paraphrase (No Documentation):

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. In terms of note-taking, a writer should record which source a concept originates from as it is discovered, and it is advisable to indicate an original thought versus one that is from a source. These practices will also help with correct documentation. Also, in our increasingly digital world, a writer may find it helpful to use a browser's bookmark feature to save sources across different devices and organize them by project. While the impulse may be to collect the minimum number of sources as quickly as possible, taking the time to read thoroughly and being prudent about the quality of sources actually can ease the stresses of the writing process.

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Correct Paraphrase with No Plagiarism:

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. One source emphasizes the importance of note-taking by advising that a writer should record which source a concept originates from as it is discovered, also suggesting that it is advisable to indicate an original thought versus one that is from a source. These practices will also help with correct documentation (University Library). Also, in our increasingly digital world, a writer may find it helpful to use a browser's bookmark feature to save sources across different devices and organize them by project. While the impulse may be to collect the minimum number of sources as quickly as possible, taking the time to read thoroughly and being prudent about the quality of sources actually can ease the stresses of the writing process.



Below is a paragraph that illustrates source material correctly and effectively integrated into a paragraph.

Although research may seem to be of secondary importance to the actual writing of an essay, good research practices can actually make writing easier and, more importantly, can help prevent plagiarism before a word is written. **One source advises**, “Take careful notes throughout your research process and as you begin drafting your paper” (University Library). **To this end, they suggest** indicating which source a concept originates from as it is discovered, **also noting the following**: “you'll need this information for your reference list or citations anyway, so you'll benefit from good organization from the beginning” (University Library). Of course, not everything in a research paper will be from a source, as the writer will likely have ideas about the topic, as well. **However, as the experts at Iowa State University suggest**, it is advisable in one's notes to indicate an original thought versus one that is from a source, as well (University Library). Also, in our increasingly digital world, a writer may find it helpful to use a browser's bookmark feature to save sources across different devices and organize them by project. While the impulse may be to collect the minimum number of sources as quickly as possible, taking the time to read thoroughly and being prudent about the quality of sources can actually ease the stresses of the writing process.