

# Plagiarism

***The following information on plagiarism is required reading for all English courses.***

## ***What is plagiarism?***

Plagiarism is a form of academic dishonesty.

Plagiarism is “presenting another person’s language, ideas, data, structures or products as original without acknowledging that part or all of it was created by someone else” (NIC Student Conduct Policy).

In other words, plagiarism is passing off someone else’s work as your own.

Here are three examples:

1. It is plagiarizing to pass off the work of an editor as your own work. When you are working on a writing assignment, if you have someone else do things like organize your points, reword weak writing, or correct your punctuation, then the assignment you hand in is not all your own work. Submitting the assignment as your own work is plagiarism.
2. If you use an idea from a source without letting your reader know where the idea came from, then you are plagiarizing. In the body of your essay, as well as at the end of your essay, you must reveal the source of all ideas, language or information you use.
3. If you neglect to use quotation marks when you use someone else’s wording, then you are passing off someone else’s writing as your own. This is plagiarizing. Even if you have revealed the source of the information or idea you used, you need quotation marks to show you are using the source’s wording.

## ***How can I get help from others without plagiarizing?***

Tutors, friends and family can help by identifying—without correcting—weaknesses or problems.

For instance, someone reading your essay could suggest the introduction needs development, or that you need more examples. You could ask your reader to mark “P” beside any sentence with punctuation problems, and to underline any sentence he or she had to read twice. (For more ideas of legitimate ways others can help, talk to your instructor.)

## ***What happens when students plagiarize?***

Instructors recognize many signs that suggest possible plagiarism. For instance, changes in voice and skill level may lead an instructor to investigate possible plagiarism. The Student Conduct Policy states

that when an instructor's investigation "...finds evidence supporting a charge of academic dishonesty, the instructor will discuss the incident with the student, and if the charge of academic dishonesty is substantiated, may assign a score of zero or grade of "F" for the assignment and will reprimand the student in writing with a copy to the Department Chair and the student's file."

Some first cases of plagiarism, and cases of repeated incidents will be reported to the appropriate administrator, and when an investigation supports the charge of academic dishonesty, then the student may be suspended from the course with a zero grade of "F."

See "Academic Dishonesty—Plagiarism or Cheating" in North Island College's Student Conduct Policy (#3-06) for more details.

***Important note:***

As well as keeping a copy of each completed assignment, students should keep notes and several rough drafts—including an early draft—for all writing assignments. Keep the drafts and notes **until the final grade for the course is in**. An instructor who suspects plagiarism may ask the student to submit notes and drafts for the assignment being investigated.