

# How to Avoid Plagiarism

“Plagiarism is defined as copying any part of a book or paper without identifying the author. This also includes taking another person’s ideas and presenting them as your own.” – Style Guide

## Guidelines for Using Citations

### 1. Use quotation marks and cite any unique term or idea used by an author.\*

The Chevy Silverado 3500HD pickup with the “high country crew cab” (Chevrolet 2016) is the best quality pickup money can buy.

\*The exception to this guideline is if the information is considered to be **common knowledge**, something most people already know; however, this can vary per situation. If you are unsure whether or not a piece of information is common knowledge, it is best to cite it. You may also consult your professor.

### 2. Any direct copying of an author’s words or terms up to four full lines of text must be placed in **quotation marks** and **referenced**.

*Trance*, discusses these phenomena at length.

“We see the coercive power of music if it is of excessive volume, or has an overwhelming beat, at rock concerts where thousands of people, as one, may be taken over, engulfed or entrained by the music, just as the beat of war drums can incite extreme martial excitement and solidarity” (Kullmann 2016). Mickey Hart and others have written eloquently of the power of drumming in cultures all over the world, and here it is especially the dynamic

### 3. When a quote has more than four full lines of text, it is a block quote.

The entire block quote should be single spaced and indented .5 inches. The citation follows after the final punctuation mark.

To me, this came down to three players: Walker (signed in 2007), Dockery (also signed in 2007) and defensive end Mark Anderson (signed in 2012). I'll give the nod to both Walker and Dockery because they will be forever tied in Bills history.

In his return to the NFL, general manager Marv Levy signed Walker to a five-year, \$25 million deal and Dockery to a seven-year, \$49 million deal. They both started all 32 games in Buffalo before being cut in 2009. The Dolphins thought they were getting a player on the rise in 2008 when they signed the former Jaguars wideout to a \$13 million contract. Instead, they got a player who quickly flopped and had only three receptions in Miami. (Rodak 2016, 98)

The Dolphins got rid of Wilford for one year but paid at least \$2 million per reception because \$6 million of Wilford's contract was guaranteed.

#### 4. When using, but not quoting, an author's words, terms, or ideas (paraphrasing),

*House*, gives the impression that something is restricting an individual from making his or her own choices. In the case of *A Doll's House*, Ibsen uses the oppression of society, or pressure from the majority, to conflict with individual characters (Hemmer 1995). *A Doll's House* characters deal

quotation marks are not necessary; but a **citation** is necessary.

The paraphrase does not use the author's words; rather, it captures the author's meaning and ideas, using your own wording. Since the ideas are still original with the author, you must insert a citation and give the author credit.

**5. If the author *directly quotes* another author in the work that you want to quote, seek to find the *original author's work* and base your citation/reference page information from that source (known as the *primary source*).**

\*When the primary source is not available, consult rule 19.10 in the Turabian Style Guide, 8<sup>th</sup> ed. or The Learning Center for more information.