

# Referencing and Plagiarism

## Objectives:

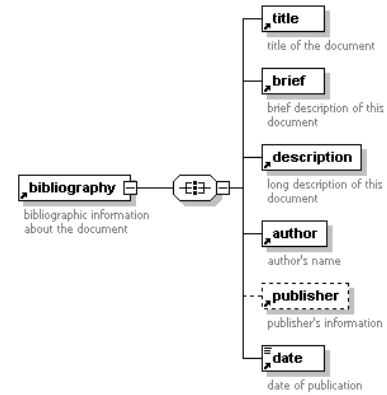
- To learn how to reference correctly
  - Warning about plagiarism
- Getting ready for Mid-term review
  - Work Experience update

By now you should all have completed and printed off the following pages from your production log and put them in your file:

- 1. Initial Planning sheet (P4)
- 2. Proposal Forms Part A, B and C (P5,6&7)
- 3. Plan at start of project sheet (P8)
  
- If for any reason you have not completed these see your supervisor straight away.

You should have done a lot of research  
and kept a list of all the books and  
websites you have used so far.

- This is called a  
**bibliography**



You should all have completed a detailed plan saying what you intend to do and by when - [see example of what it could look like below](#)

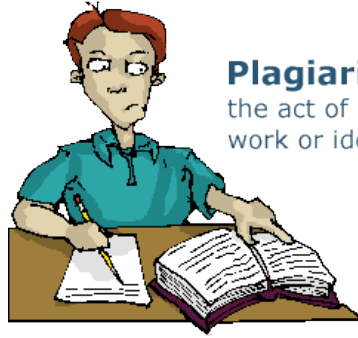
Month	What I plan to do	Tick when done
October 2011	Choose project Complete initial planning sheet Complete Proposal Part A and put in for approval Get my project approved Write out my detailed plan	
November 2011		
December 2011		
January 2012		
February 2012		
March 2012	Finish project Prepare my presentation Do my presentation Write my evaluation Complete all the pages of my Production log Hand in my Project	

NOW is the time to start putting all your research together as your project product.

- Those of you who have already started on final product e.g. powerpoint need to **STOP and sort out all your research BEFORE going on.**



You need to now how to 'reference'  
properly - otherwise you are in danger of  
**plagiarism**



**Plagiarism:**  
the act of presenting another's  
work or ideas as your own.



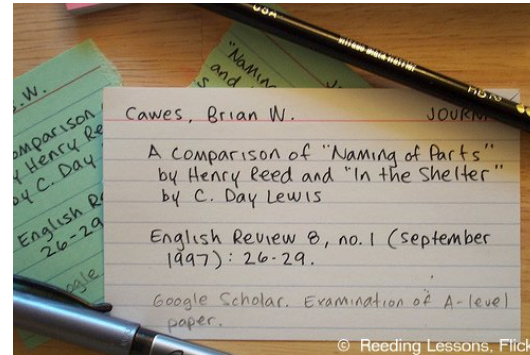
MANY of you are still not referencing properly

- There must be **NO cut and paste - AT ALL** - unless it is in quotation marks - only a sentence or so at a time.
- Many of you need to **START AGAIN** on your final work.



## Main Points to consider.

- You should have a list of **ALL books and websites that you have used** (including images) and the date you used them.



By including references to books and websites you will score *research marks*.

- If you look things up, **you must say what it is and where it came from.** If not, your project could be withdrawn - i.e. **YOU WILL FAIL**



It is an **expectation** that **any sources you have used** – such as information or images from textbooks, websites, etc. – are clearly indicated in your project.

**ALERT**  
ALWAYS CHECK THE  
REFERENCING GUIDELINES  
FOR YOUR SUBJECT

## You can write these directly into your report, for example:

- On page 131 of my textbook Physics Alive it says "the turning effect of a force is called its moment and is calculated by multiplying the force by the distance".

Blah blah blah blah, blah blah blah blah blah blah. Blah blah blah blah blah blah blah. Blah blah blah blah blah. According to Lee (2005), something very interesting was the result. Something something something something something something. Blah blah blah blah blah. Smith (2005) reports on some key effects of e-something on something, and suggests another interesting point. Something something blah something.

However a recent study indicates something even more interesting. blah something blah something blah something (Jones *et al.*, 2006). Blah blah, blah blah, blah blah blah.

Reference List

Jones, C., Smith, A., Garcia, D. & Lee, A. B. (2006). Challenges in e-something. *Something Interesting*, 40, pp50-55.

Lee, A. B. (2005). *An Organisational Theory Of Something*. New York, NY: Reference Books.

Smith, A. (2005). E-something. In: Black, A. & White, B. (Eds.), *An Introduction To Something*, 30-52. Edinburgh: Textbook.

However, there are a number of **standard ways** of stating where you found out information from (the technical term is "**citing**"). One of the most popular of these is the Modern Language Association (MLA) Style.

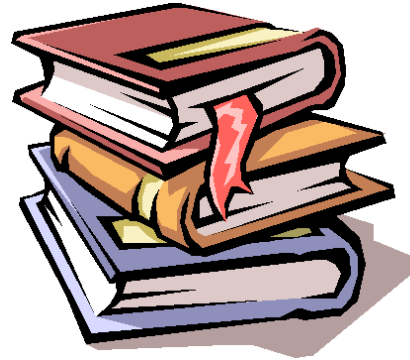
The MLA Style involves giving a **brief credit inside brackets** at the point in your report where you have used the information. Further details of the source are then given in a **Bibliography** at the end of your report.

- e.g. When citing from a *reputable website*, you should include the full internet address of the page used.



So - in your report you will write - *The resistance of a wire is proportional to its length, but inversely proportional to its cross-sectional area (GCSE.com)*

- BUT in your bibliography you will have full details of the internet address
- e.g. *GCSE.com*  
*"Factors Affecting Resistance".*  
[www.gcse.com/  
resistance.htm](http://www.gcse.com/resistance.htm)



# Using Footnotes

- Another simple technique is to use **numbered footnotes** that get listed separately at the [bottom of the page](#) in which the reference is made. This is easy to do in programs like MS Word and is sometimes more useful than a bibliography on the back page, as markers don't need to search for the reference.

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<sup>1</sup> Charles Dickens – A Tale of Two Cities (pg 2)

<sup>2</sup> Martin Short – Saturday Night Live (April 23<sup>rd</sup> 2011)

<sup>3</sup> Eddie Vedder – Interview with MTV

**For Level 1 and 2 Projects** it doesn't matter which method you choose to do it - just don't forget to make some sort of reference!

- After all, you will have to **sign** to say it's all your own work.
- **It is usually obvious when you've used someone else's work without giving them credit.**
- **Plagiarism is a form of STEALING**



# WHAT IS PLAGIARISM?

## Deliberate Plagiarism

- Rewriting from books or articles
- copying & pasting from web pages and online sources to create a patchwork writing
- buying, downloading, or borrowing a paper



## Accidental Plagiarism

- not knowing when & how to cite
- not knowing how to paraphrase or summarize
- not knowing what “common knowledge” is
- recycling an old paper

You will also Need to **EVALUATE** your sources - say which ones are good and which are bad



This source's  
credibility increases in a  
biography written by  
a very credible  
author, Peter Ackroyd



This source  
may not be  
credible  
because it is  
fiction but it  
contains  
examples of  
real  
concepts



This source is  
credible because it  
contains credible  
references

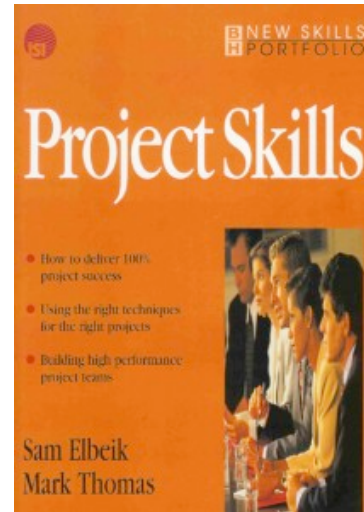
## What is coming before Christmas? - Mid-term review

- You will need to have an interview with your supervisor **BEFORE** christmas and then write your **DETAILED** mid-term review sheet.
- You can fine-tune your title/explain any changes/modifications you have made - **THEN** stick to them



# REMEMBER

- It is the **skills** you DEMONSTRATE as you carry out your project that will get you marks
- The final product is important but NOT as important as the way you go about it.
- Different to all other subjects



## Tips for Reliable Web Searching

- ***Do NOT use a straight Google search, try using:***

Google Scholar <http://scholar.google.com>

Google Books <http://books.google.com/>

The British Library <http://www.bl.uk>

Intute <http://www.intute.ac.uk/>

MIT Libraries <http://dome.mit.edu/>

ArchNet <http://archnet.org/lobby/>

Flickr <http://www.flickr.com/commons>

Library of Congress <http://memory.loc.gov/ammem/index.html>

Bubl.ac.uk - new good search engine

## Work Experience Reminder

- You should have arranged your work experience placement by now (or at least have sent some letters off)
- If you have sent off a letter and not sure if you have had a reply - **check list on wall on way into library** - if there is an address next to your name that placement has agreed to take you and we just then need to do a Health & Safety check.
- If there is not an address next to your name we have not received a reply and you need to phone them up or try somewhere else
-

- Fill in a help with work experience form - if you want help from Mrs Bessell - or put a note under our office door.

Don't leave it - remember the late comers will have to pay or may not be able to go

- Every Monday Lesson 6 -SC3 - you can get help with work experience (or project) with Mrs Skuse