Students from various backgrounds often have little experience citing sources, and some come from cultures where cooperating on assignments and imitating models are mainstays of academic life. Thus, students often need resources and support on the ethical use of sources at US universities.

Ways to Address Academic Honesty and Prevent Unintentional Plagiarism

• Explain academic honesty on your syllabus with examples of what is expected in terms of citing conventions as well as examples of what is not permitted.

• Discuss academic honesty in class and ask students what they know and want to know.

• Assign exercises in which students identify unethical and ethical paraphrasing and missing citations to help students discern what is accepted practice.

• Ask students why citing is necessary for both direct quotes and paraphrases. Discuss ownership of ideas and research, the writer’s credibility, the writer’s or reader’s need to find sources later, etc.

• Stress the importance of paraphrasing and provide techniques for paraphrasing:
  1. Read a passage and closing the book or the screen before paraphrasing. Summarize first orally and then write from memory.
  2. Use synonyms in conjunction with a concordancer to craft contextually and lexically appropriate word choice.
  3. Rearrange the syntax of the original sentence(s) or phrase.

• Offer models of acceptable citation styles for your assignments, including preferred style guides and sample correctly-documented essays.

• Provide handouts on or links to citation style guides and descriptions of how to ethically quote, paraphrase, summarize, & generalize from sources.

• Have students turn in a brief homework assignment early in the semester that requires citing so you can give immediate feedback to students who do not understand the conventions yet and have them resubmit the homework to confirm understanding and earn credit.
Ways to Address Academic Honesty and Prevent Unintentional Plagiarism (continued)

- Give students adequate time to complete research or other text-based assignments.
- Scaffold large essays or projects with smaller assignments so that students do the work step-by-step, and you can check to ensure they are using sources ethically during the process.
- Design unique essay prompts or assignments so that responses cannot be found online.

Print Resources to Recommend to Students

Bedford/St. Martin. MLA or APA Laminated Style Guide card.


Websites to Share with Students

Formatting Guidelines: Citations and References

http://bcs.bedfordstmartins.com/resdoc5e/
Bedford St. Martin’s Citing in the Disciplines

http://www.bibme.org/
Bibliographic/Citation Formatting (use “Manual Entry”)

http://www.edudemic.com/how-to-cite-social-media/
Citing Social Media Sources

Citing Ethically

www.lib.berkeley.edu/how-to-find/cite-sources
UCB Library Citing Your Sources

https://owl.english.purdue.edu/owl/resource/589/02/
Purdue OWL When to Cite

Using Evidence: Summary, Quote, Paraphrase, Generalize

http://www.youtube.com/watch?v=mkn4Syhjy1M
UNC “Why We Cite” YouTube Video

https://owl.english.purdue.edu/owl/resource/563/01/
Purdue OWL Paraphrasing Quoting Summarizing

http://gsi.berkeley.edu/gsi-guide-contents/academic-misconduct-intro/plagiarism/art-of-paraphrasing/
UCB GSI Teaching & Resource Center on Paraphrasing

http://gsi.berkeley.edu/gsi-guide-contents/academic-misconduct-intro/plagiarism/paraphrase-exercise/
UCB GSI Teaching & Resource Center Paraphrasing Exercise