



# Using and Citing Sources

## How to Avoid Plagiarism

Portions of this Presentation Were Adapted  
from the Purdue University Online Writing Lab



# What is Plagiarism? (1)

Deliberate  
Plagiarism

Probably Accidental  
Plagiarism



Buying, stealing, or  
borrowing a paper

Using the source too  
closely when paraphrasing

Hiring someone  
to write your paper

Building on someone's  
ideas without citation

Copying from another source without citing  
(deliberate or accidental)



# What is Plagiarism (2)

- ⇒ Plagiarism is representing someone else's work as your own. It's plagiarism whether you use
  - a whole document
  - a paragraph
  - a single sentence
  - a distinctive phrase
  - a specialized term
  - specific data
  - a graphic element of any kind



# When to Cite?

- ➔ When **quoting**
- ➔ When **paraphrasing** someone else's ideas
- ➔ When using a **statistic or direct fact**



# When to Cite?

- ⇒ Using someone else's work as a **theoretical framework / interpretive lens**
- ⇒ Relying upon **opinions or interpretations** by someone else
- ⇒ Making **key assertions**
  - Show that experts validate your assertions



# Using Existing Knowledge

⇒ Use your own words, your own voice, your own ideas

AND/OR

⇒ Paraphrase or quote, and cite

- **Paraphrase:** restate information, giving the meaning in another form
- **Quote:** to repeat wording exactly using quotes (“”)
- **Cite:** to give credit to original author of material; to provide full source information of original material (author, title, publisher, date, etc.)



# Use Primary Sources

## **Primary:**

*an original work*

- poem
- short story
- art work
- video
- research paper
- journal article
- book

## **Secondary:**

*analysis of the work*

- review of a particular genre
- article or essay about the work
- biography of the author
- print or electronic reference sources
- textbook



# You Don't Need to Cite When You...

- ➔ Write from your own experiences, observations, insights, thoughts, conclusions about a subject
- ➔ Use “common knowledge”--shared information in your field of study
- ➔ Compile generally accepted facts
- ➔ Write up your own experimental results

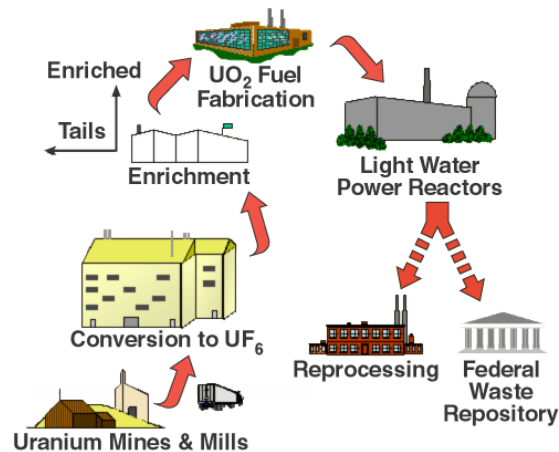




# What is “Common Knowledge”

- ⇒ The same information uncited in at least five other sources
- ⇒ Information a person could easily find with general reference sources (encyclopedia)
- ⇒ General information *NOT* quoted directly

# Common Knowledge?



1. **Mining and milling** Uranium is usually mined by either surface (open cut) or underground mining techniques, depending on the depth at which the ore body is found. In Australia the Ranger mine in the Northern Territory is open cut, while Olympic Dam in South Australia is an underground mine (which also produces copper, with some gold and silver)....

2. **Conversion** Because uranium needs to be in the form of a gas before it can be enriched, the U<sub>3</sub>O<sub>8</sub> is converted into the gas uranium hexafluoride (UF<sub>6</sub>) at a conversion plant in Europe, Russia or North America.

3. **Enrichment** The vast majority of all nuclear power reactors in operation and under construction require 'enriched' uranium fuel in which the proportion of the U-235 isotope has been raised from the natural level of 0.7% to about 3.5% or slightly more....

4. **Fuel Fabrication** Enriched UF<sub>6</sub> is transported to a fuel fabrication plant where it is converted to uranium dioxide (UO<sub>2</sub>) powder and pressed into small pellets. These pellets are inserted into thin tubes, usually of a zirconium alloy (zircalloy) or stainless steel, to form fuel rods....



# Paraphrasing

**Paraphrasing has to do with ...**

***“the sequence of ideas, the arrangement of material, the pattern of thought...”***

**Use your own words when you *paraphrase*,  
don't just move things around**

**[Source: http://www.lib.uconn.edu/~sroseman/SRliaison.html](http://www.lib.uconn.edu/~sroseman/SRliaison.html)**



# What is a Good Paraphrase?

- ➔ The writer documents borrowed material and specific language
  - direct reference to the author
  - quotation marks around language taken directly
- ➔ The writer modifies the original language and structure
- ➔ The writer **adds material** to fit the new context and purpose




# Paraphrase vs Summarize

## ➔ Paraphrase:

- Use another's ideas without plagiarizing
- Use another's ideas without quotes
- Use another's ideas not his/her style
- Change the language, not the idea

## ➔ Summarize:

- Identify only the main ideas of the writer
- Give an overview of the topic
- Simplify a complex argument
- Condense material to suit your requirement



# When Paraphrasing and Summarizing

➔ Give credit to the source:

➔ In Text:

*According to Jonathan Kozol ...*

➔ Footnoted:

*Everyone knows that "savage inequalities" exist throughout our educational system.<sup>1</sup>*

<sup>1</sup> Kozol, J. *Savage Inequalities: Children in America's Schools* (New York: HarperCollins, 1991).



# Attribution

- ⇒ Building a nuclear weapon isn't easy, but a bomb similar to the one that obliterated Hiroshima is "very plausibly within the capabilities of a sophisticated terrorist group," according to Matthew Bunn, an associate professor at Harvard University's John F. Kennedy School of Government.



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Quoted material is integrated seamlessly into the author's voice.





# When Quoting Directly

- ⇒ “Put quotation marks around the text that you are quoting”
- ⇒ Optional with quotes: Mention the person’s name before or after the quote
  - According to Matthew Bunn...
- ⇒ Indicate added phrases in brackets ([ ]) and omitted text with ellipses (...)

# Brackets



## ⇒ Original Quote

- “More than 130 **of them** in dozens of countries still operate with HEU fuel, and many have no more security than a night watchman and a chain-link fence.”

## ⇒ Altered Quote

- According to researchers Matthew Bunn and Anthony Wier, “More than 130 **[research reactors]** in dozens of countries still operate with HEU fuel, and many have no more security than a night watchman and a chain-link fence.”<sup>1</sup>

Footnote:

<sup>1</sup> Bunn, Matthew and Anthony Wier, “Controlling Nuclear Warheads and Materials: A Report Card and Action Plan” (Washington, D.C.: Nuclear Threat Initiative and the Project on Managing the Atom, Harvard University, March 2003) pp. 8-12.

# Ellipses



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## ⇒ Indirect Quote

- Researchers Matthew Bunn and Anthony Wier found that more than 130 research reactors operate with weapons-grade fuel, and many have inadequate security, such as only a night watchman and a chain-link fence.<sup>1</sup>

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Acceptable  
paraphrase? Why or  
why not?



# Complete Citation Information

- ⇒ Many styles, but information must include
  - Author
  - Title of work
  - Where it appeared (journal, newspaper, Internet)
    - Name of publication
  - Date of work, date of publication
  - Page number
  - For book: Name of publisher, City of publication



# Examples: Book

- ➔ Stephen Kotkin, *Steeltown USSR* (Berkeley: University of California Press, 1991), p. 208.
  - Name of book in italics
- ➔ Worldwatch Institute, *State of the World 1991* (New York: W.W. Norton, 1991), Table 6-1, p. 96.



# Article in a Journal

- ➔ Joseph S. Nye, Jr., “Nuclear Learning and US-Soviet Security Regimes,” *International Organization* 41 (Summer 1987), p. 4.
  - Name of journal in italics
  - Title of article in quotes
- ➔ Ivan T. Boskov, “Russian Foreign Policy Motivations,” *MEMO*, No. 4 (April 1993)





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Issue  
number



## Newspaper & Magazine Articles

- ➔ Felicity Barringer, “Chernobyl, Five Years Later the Danger Persists,” *New York Times Magazine*, April 14, 1991, pp. 28, 32.
- ➔ Reuters, “Iraq Asks UN to Ease Hardships, Lift Sanctions,” *Los Angeles Times*, February 9, 1993, p. A9.



# Reports & Resolutions

- ➔ *United Nations Register of Conventional Arms, Report of the Secretary-General, UN General Assembly document A/48/344, October 11, 1993.*
- ➔ UN Security Council resolution 687, April 3, 1991.



# Internet

## ⇒ Web site

- “Struktura,” SRIAR Website,  
<<http://www.niiar.simbirsk.su/rus/rstruct.htm>>.

## ⇒ Print publication on Web

- Astrid Forland, “Norway’s Nuclear Odyssey,”  
*Nonproliferation Review* 4 (Winter 1997),  
<<http://cns.miis.edu/pubs/npr/forland.htm>>.

## ⇒ Online periodical

- Svetlana Dobrynina, “Prodayetsya kvartira dlya mirnogo atoma,” *Nezavisimaya gazeta* online edition, July 24, 1999,  
<<http://home.eastview.com/news/ng/>>.



# Treaties

- ➔ U.S. Department of State, “Nuclear Weapons Test Ban,” August 5, 1963.
- ➔ “Denmark and Italy: Convention Concerning Military Service,” July 15, 1954.



# Interviews

- ⇒ Thomas E. Gilbert, corporate secretary, James Chemical Engineering, Groton, Connecticut, telephone conversation with author, July 31, 1991.
- ⇒ Aleksei Yablokov, interview by author, Moscow, October 13, 1990.
- ⇒ Aleksei Yablokov, email correspondence with author, Moscow, October 13, 1990.