

# PLAGIARISM & ACADEMIC DISHONESTY

*& how to avoid them*

AS A MEMBER OF THE NUS COMMUNITY, YOU ARE REQUIRED TO UPHOLD ACADEMIC HONESTY IN THE PURSUIT AND ACQUISITION OF KNOWLEDGE.



## THE MOST COMMON FORM OF ACADEMIC DISHONESTY

### Plagiarism

Broadly, it is presenting someone else's work or ideas as your own

With or without the consent

By incorporating it into your work without full acknowledgment

Whether intentionally or not

EXAMPLE  
1

Copying a chunk of text into your assignment and changing only a few words

EXAMPLE  
2

Re-using the same work for different assignments or courses

EXAMPLE  
3

Presenting someone's argument as your own original work



For more information on NUS plagiarism policy:

<https://myportal.nus.edu.sg/studentportal/student-discipline/all/docs/NUS-Plagiarism-Policy.pdf>

## OTHER COMMON FORMS OF ACADEMIC DISHONESTY

Hiring ghostwriters or others to do your work



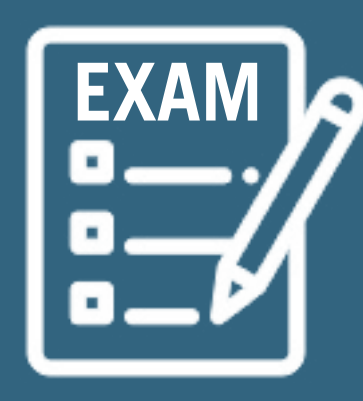
Copying homework or lab results



Colluding with classmates in a test or take home exam



Cheating at exams/tests



Inappropriate use of resources e.g. copyright infringement



Fabricating information, data, sources or citations



## CONSEQUENCES OF ACADEMIC DISHONESTY

CONSEQUENCE  
1

Reduced grades with no S/U option

CONSEQUENCE  
2

Failure of modules/ assignments

CONSEQUENCE  
3

Expulsion from NUS



NUS uses software like Turnitin to check the similarity of students' work to other sources.

**Don't try to beat the system, it's not worth it!**



For more information on NUS policy on academic dishonesty:

<http://www.nus.edu.sg/registrar/administrative-policies-procedures/acceptance-record#NUSCodeofStudentConduct>

## AVOIDING PLAGIARISM

*Cite whenever you:*

1

Directly quote from a source

2

Paraphrase or summarise ideas/arguments from a source

3

Reference your own work - you can be penalized for plagiarising yourself

4

Use statistics/ data/ images/ other works created by others

### WHAT IS THE DIFFERENCE BETWEEN QUOTING, SUMMARIZING AND PARAPHRASING?

"Students of public speaking continually ask, 'How can I overcome self-consciousness and the fear that paralyzes me before an audience?' How would you cure a horse that is afraid of cars - graze him in a back-woods lot where he would never see steam-engines or automobiles, or drive or pasture him where he would frequently see the machines? Apply horse-sense to ridding yourself of self-consciousness and fear: face an audience as frequently as you can, and soon you will stop shying. You can never attain freedom from stage-fright by reading a treatise. A book may give you excellent suggestions on how to best conduct yourself in the water, but sooner or later you must get wet, perhaps even strangle and be 'half scared to death'. There are a great many 'wetless' bathing suits worn at the seashore, but no one ever learns to swim in them. To plunge is the only way."

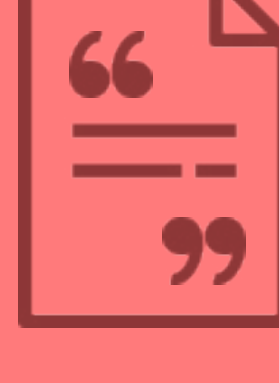
*Dale Breckenridge Carnegie*

THE ART OF PUBLIC SPEAKING

*How can you incorporate the above text excerpt into your assignment?*

#### QUOTING

Quoting a short abstract word-for-word when there is no better way to phrase the idea. Make sure to cite!



##### Example

Carnegie notes that "There are a great many 'wetless' bathing suits worn at the seashore, but not one ever learns to swim in them. To plunge is the only way."

#### SUMMARIZING

Summarizing the main point(s) the author is trying to make. Make sure to cite!



##### Example

Carnegie draws parallels with real-life situations to explain that the best way to reduce the fear and self-consciousness associated with public speaking is to practice speaking before audiences as frequently as possible.

#### PARAPHRASING

Re-writing the author's points in your own words. You should always aim to paraphrase. Make sure to cite!



##### Example

Just as horses afraid of cars are cured of their fear by frequent exposure to cars, and just as one may not learn to swim unless one plunges into the water, the best way to overcome self-consciousness and fear of public speaking is to speak in front of an audience as often as possible.



For more information on citation and its various styles:

<http://libguides.nus.edu.sg/citation>

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