RECOGNIZING & AVOIDING PLAGIARISM
TIP SHEET

Recognizing Plagiarism

Plagiarism occurs when you do one or more of the following things:

- Copy and paste sentences, paragraphs, and/or entire essays from a source without using quotation marks and/or not citing the source;
- Improperly paraphrase wording from a source and present it as your own;
- Paraphrase a source’s words or ideas and do not cite the source;
- Present another person’s work as your own writing or ideas; and/or
- Purchase writing and present it as your own work.

Avoiding Plagiarism

You can learn to avoid plagiarizing by practicing the following habits:

- Place quotation marks around all wording that is taken from a source;
- When you choose not to quote the source word-for-word, use proper paraphrasing guidelines, which you can review at the following link: https://awc.ashford.edu/ap-guidelines-for-paraphrasing-sources.html;
- Cite all sources in text, directly before and/or after the quoted, paraphrased, or summarized material. It should be immediately apparent to your reader when you are sharing another person's ideas or words.