



Plagiarism Policy

Write for yourself – Don't copy others!

What is plagiarism?

Plagiarism is when you use another person's work without giving them credit for it. The word *plagiarism* comes from the Latin word for "kidnapping," and it is indeed considered to be theft. In fact, plagiarism of copyrighted material is against the law and school policy.

Examples of plagiarism:

- ✎ A student uses the author's words without using quotation marks around the material.
- ✎ A student uses an electronic source (internet, TV, songs) without citing the source.
- ✎ A student uses the author's ideas without giving credit for the material.
- ✎ A student does both — uses the author's words *and* ideas without citing the source.

How do students avoid plagiarism?

- ✎ Give credit to the source, even when paraphrasing.
- ✎ Use quotation marks when using another's words and give credit to that source.
- ✎ Use your own words as much as possible when writing. The easiest way not to be tempted to plagiarize words is to take notes in phrases of your own.
- ✎ Learn the correct way to cite an internet source that includes listing the web address in the sources.
- ✎ Learn the correct way to document sources. Teachers will help with this process.

How do plagiarists get caught in school?

Most teachers can recognize student writing as opposed to professional writing. At Apricot, we use software called "Safe-Assign" to check student work against everything on the internet.