


Module 3: MLA

Topic 4 Content: How to Avoid Plagiarism Notes

Introduction

How to Avoid Plagiarism



- Record Your Sources
- Works Cited
- Quotes
- Paraphrase and Summarize
- Always Cite
- Do Not Copy and Paste
- Avoid Procrastination
- Use a Manual

Introduction

There are several different tips to help you avoid plagiarism. In this interactivity, click on each of the items in the checklist to learn more.

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Record Your Sources

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Record Your Sources
Take accurate notes and record sources.

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Works Cited

The graphic is titled "How to Avoid Plagiarism" and is set against a dark grey background. On the left, a clipboard with a silver clip at the top holds a white sheet of paper with a checklist. The checklist items are: "Record Your Sources" (checked), "Works Cited" (checked), "Quotes" (unchecked), "Paraphrase and Summarize" (unchecked), "Always Cite" (unchecked), "Do Not Copy and Paste" (unchecked), "Avoid Procrastination" (unchecked), and "Use a Manual" (unchecked). A white arrow points from the "Works Cited" item on the clipboard to a callout box on the right. The callout box is titled "Works Cited" and contains the text: "Include a Works Cited or bibliography page, which is a formal listing of all sources referenced in your paper or project."

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Quotes

The graphic is titled "How to Avoid Plagiarism" and features a clipboard with a checklist of eight items. The first three items are checked: "Record Your Sources", "Works Cited", and "Quotes". The remaining five items are unchecked: "Paraphrase and Summarize", "Always Cite", "Do Not Copy and Paste", "Avoid Procrastination", and "Use a Manual". A white callout box on the right side of the graphic is titled "Quotes" and contains the text "Put direct quotes in quotations." An arrow points from the "Quotes" item on the clipboard to this callout box.

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Quotes
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Paraphrase and Summarize

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Paraphrase and Summarize

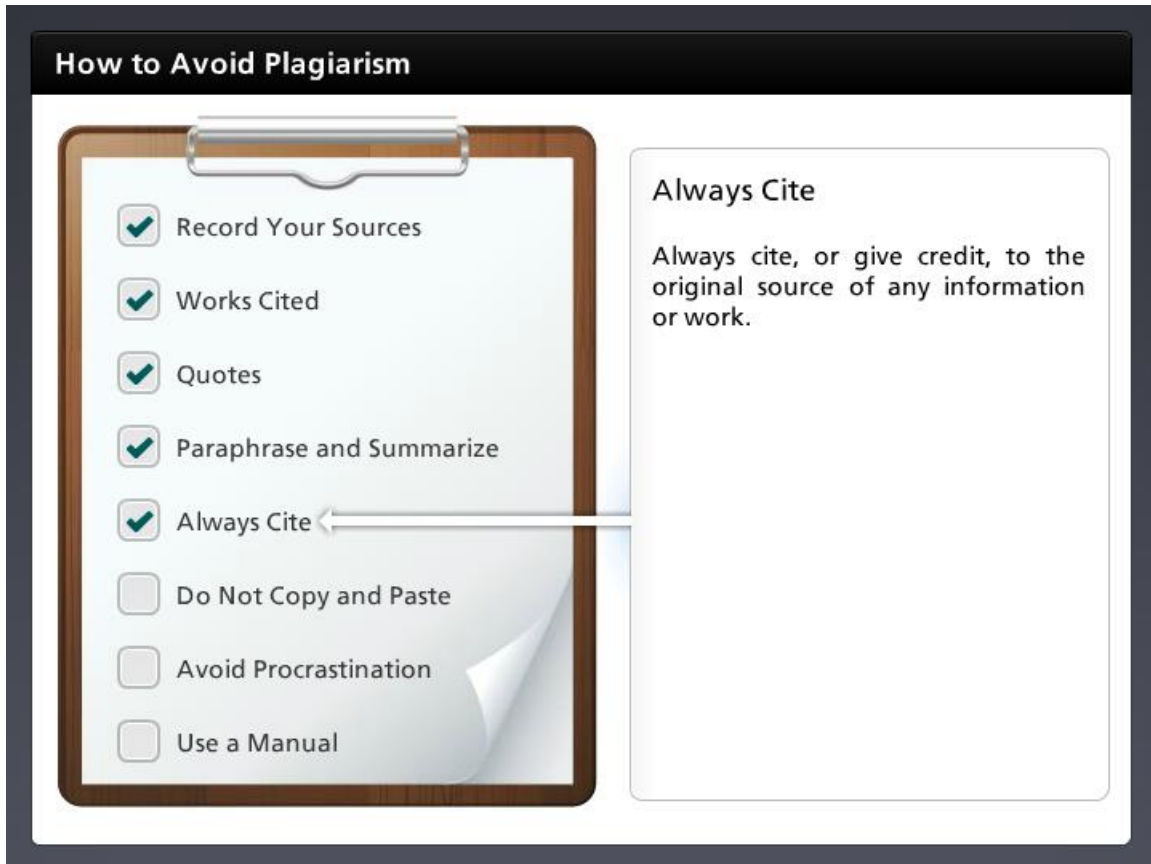
Put paraphrases and summaries in your own words, staying true to the original meaning but avoiding the original wording.

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Always Cite



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Always Cite

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Do Not Copy and Paste

The graphic is titled "How to Avoid Plagiarism" and is set within a dark grey frame. On the left, a clipboard with a silver clip at the top holds a white sheet of paper with a checklist. The checklist items are: "Record Your Sources" (checked), "Works Cited" (checked), "Quotes" (checked), "Paraphrase and Summarize" (checked), "Always Cite" (checked), "Do Not Copy and Paste" (checked), "Avoid Procrastination" (unchecked), and "Use a Manual" (unchecked). A white arrow points from the "Do Not Copy and Paste" item on the clipboard to a callout box on the right. The callout box has a white background and a thin grey border. It contains the heading "Do Not Copy and Paste" and the text "Do not copy and paste information or a work from a website or online document."

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Avoid Procrastination

The infographic is titled "How to Avoid Plagiarism" and is presented as a dark grey frame containing a white background. On the left, a brown clipboard with a silver clip at the top holds a white sheet of paper with a checklist. The checklist items are: "Record Your Sources" (checked), "Works Cited" (checked), "Quotes" (checked), "Paraphrase and Summarize" (checked), "Always Cite" (checked), "Do Not Copy and Paste" (checked), "Avoid Procrastination" (checked), and "Use a Manual" (unchecked). A white arrow points from the "Avoid Procrastination" item to a callout box on the right. The callout box has a white background and a thin grey border. It is titled "Avoid Procrastination" and contains the text: "Begin your research early to avoid rushing to meet a deadline. Procrastinating can cause unintentional plagiarism."

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Avoid Procrastination

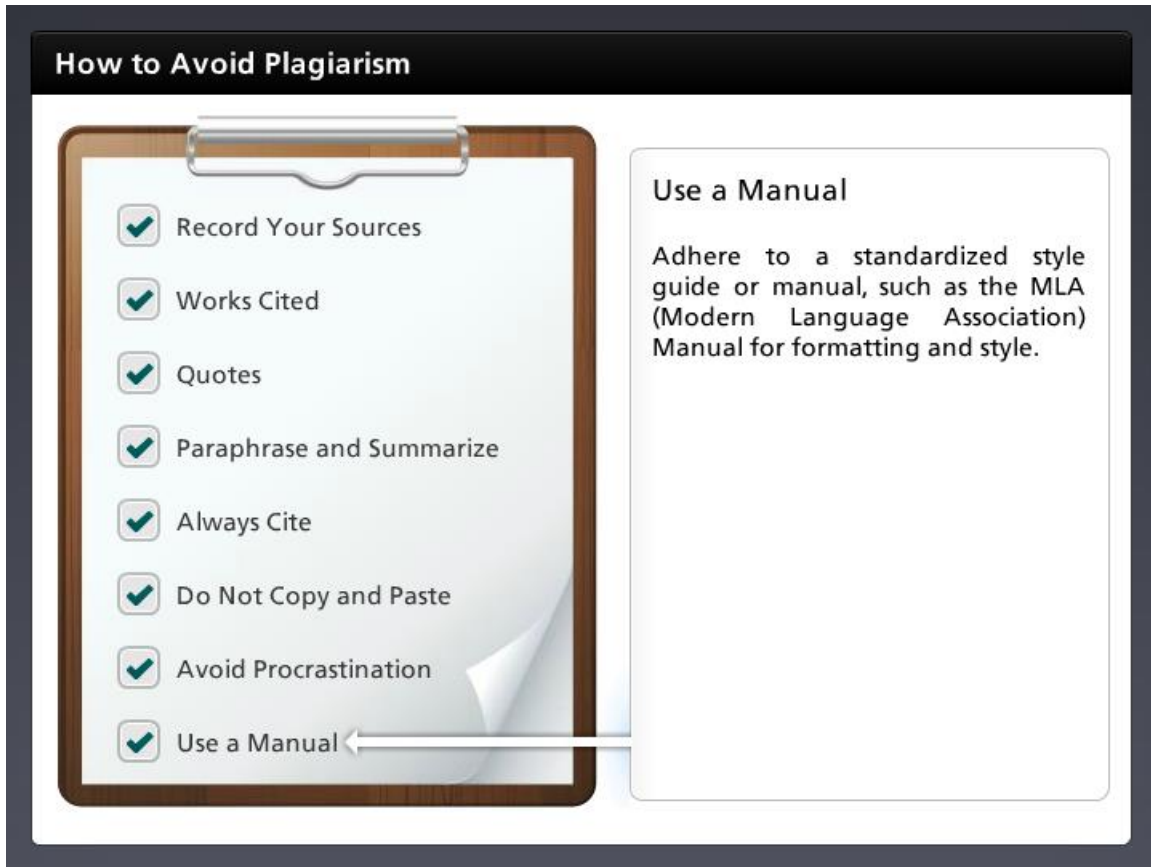
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Use a Manual

Adhere to a standardized style guide or manual, such as the MLA (Modern Language Association) Manual for formatting and style.

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