



# Blakehurst High School Library Fact Sheet

## Plagiarism

### What is plagiarism?

Plagiarism is the practice of taking someone else's work or ideas and passing them off as one's own. In simple terms, taking someone else's work and saying it is yours. Plagiarism has serious consequences for all students, particularly in the senior school.

We must remember that **plagiarism applies all intellectual property; words, images and ideas.**

As a student, it is **your responsibility** to ensure that you do not plagiarise, either on purpose or accidentally.

### What plagiarism looks like?

<b>Direct plagiarism</b>	Copying assessments word for word, without using quotation marks, or any other way of attributing the source.  <i>Copying someone's work without acknowledgment is <b>plagiarism</b>.</i>
<b>Paraphrasing plagiarism</b>	Using someone else's work and only making minor changes, like using synonyms or re-arranging a sentence. Whilst the words may change, the idea remains the same.  <i>Copying someone's idea without acknowledging is <b>plagiarism</b>.</i>
<b>Self-plagiarism</b>	Re-submitting work that has been previously submitted in another subject.  <i>Recycling an assignment is <b>plagiarism</b>.</i>
<b>Accidental plagiarism</b>	Forgetting to acknowledge a source, or unintentionally paraphrasing may happen and we need to be vigilant about citing our source.  <i>If you read an idea and forget to frame it correctly, it is <b>plagiarism</b>.</i>
<b>Collusion</b>	Acting with another person or persons to share assessments is collusion.  <i>Borrowing another person's work and resubmitting it is <b>plagiarism</b>.</i>

## How to avoid plagiarism?

It is vital that all students make every effort to avoid plagiarism.

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<p><b>Ensure that you always:</b></p> <ul style="list-style-type: none"><li>• Think about plagiarism as you research and learn to prevent it</li><li>• Record your sources you use as you conduct your research</li><li>• Distinguish between direct quotes and your own paraphrasing as you take notes</li><li>• Try to write in your own voice and your own writing style</li><li>• Acknowledge anything that is not considered common knowledge, especially quotes and paraphrasing.</li></ul>	<p><b>Ensure that you never:</b></p> <ul style="list-style-type: none"><li>• Copy, borrow, steal or buy anyone else's work and present it as your own</li><li>• Quote or paraphrase from a source without acknowledging the original owner</li><li>• Take someone else's ideas or images and claim them as your own</li><li>• Allow other students to use or copy your work</li><li>• Allow other people to do your work for you</li></ul>

In line with Blakehurst High School policy, when plagiarism has been proven, the School "reserves the right to award a zero mark" (Blakehurst High School, 2019).

**When in doubt, ask for help from your teacher or your teacher librarian.**

## References

Blakehurst High School, 2019, Blakehurst High School preliminary assessment handbook and schedules, viewed 31 March 2020, <[https://blakehurst-h.schools.nsw.gov.au/content/dam/doi/sws/schools/b/blakehurst-h/assessment-and-reporting/BHS\\_Preliminary\\_Assessment\\_Handbook\\_and\\_Schedules\\_2020.pdf](https://blakehurst-h.schools.nsw.gov.au/content/dam/doi/sws/schools/b/blakehurst-h/assessment-and-reporting/BHS_Preliminary_Assessment_Handbook_and_Schedules_2020.pdf)>