

# **Report Sections III**

(Referencing & Plagiarism)

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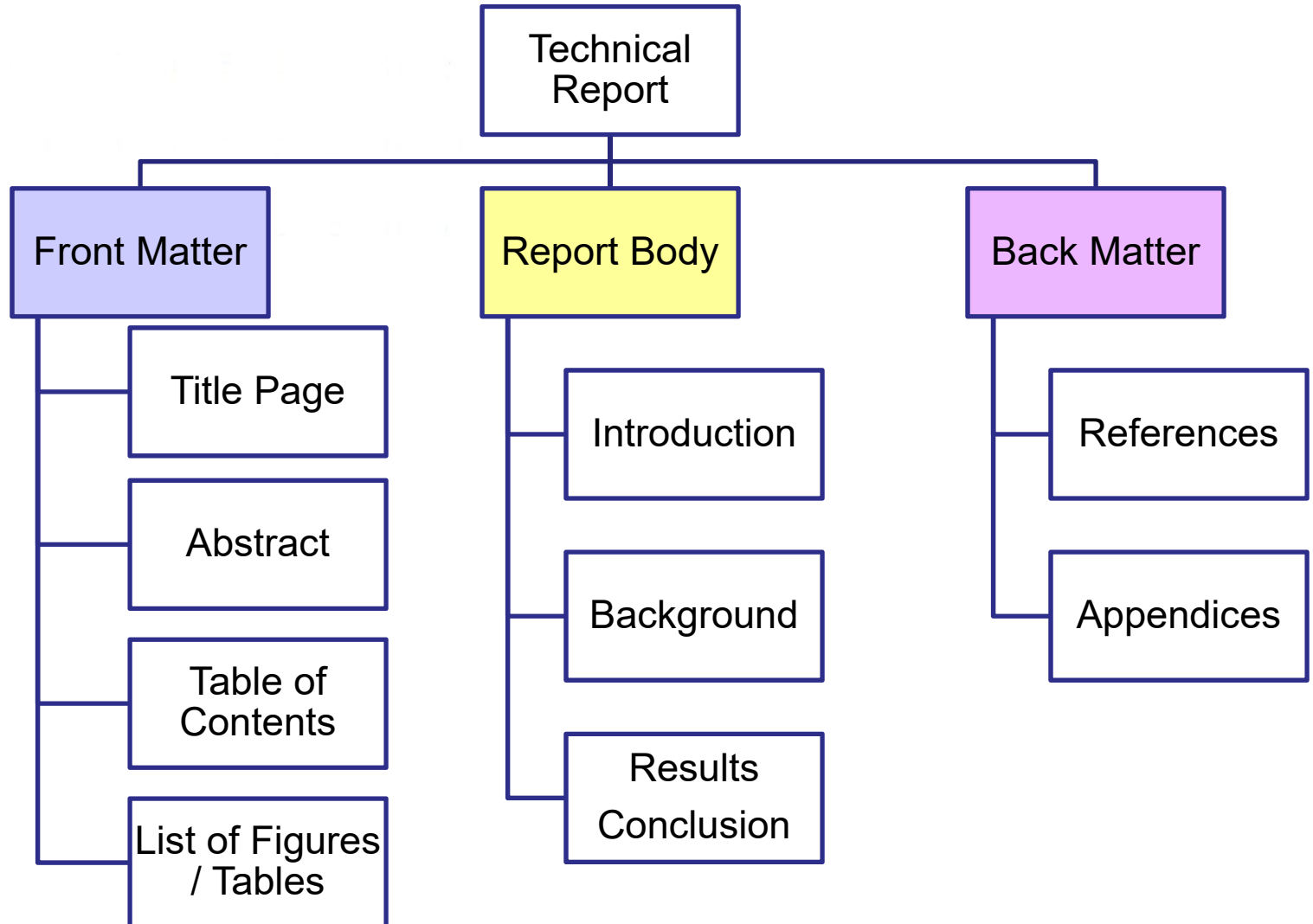
# Abstracts



# Common Mistakes

- Too detailed (going into the specifics of implementation).
- Too short (just a hint on the project).
- Confused with motivation (just a mention of why the field is important).
- Writing in points.

# Recap





# Plagiarism

# Definition

*The reproduction or appropriation of someone else's work without proper attribution.*

*Passing off as one's own the work of someone else.*

# When to Give Credit

- Words or ideas presented in a magazine, book, newspaper, or any other medium.
- Information you gain through interviewing another person.
- When you copy the exact words or a unique phrase
- When you reprint any visual material.
- When you reuse or repost any electronically-available media.

# When not to Give Credit

- Writing your own lived experiences, thoughts, or conclusions.
- When you are writing up your own results.
- When you use your own artwork, digital photographs, video, audio, etc.
- When you are using "common knowledge".
- When you are using generally-accepted facts, e.g., pollution is bad for the environment.

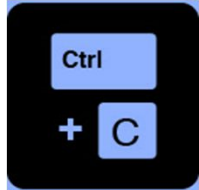


# Types of Plagiarism



## **CLONE**

Submitting another's work, word-for-word, as one's own.



## **CTRL-C**

Contains significant portions of text from a single source without alterations.



## **FIND - REPLACE**

Changing key words and phrases but retaining the essential content of the source.

# Types of Plagiarism



## **RECYCLE**

Borrows generously from the writer's previous work without citation.



## **404 ERROR**

Includes citations to non-existent or inaccurate information about sources.



## **AGGREGATOR**

Includes proper citation to sources but the paper contains almost no original work.



# Quoting, Summarizing and Paraphrasing



# Quoting

- **Definition:** Taking the exact words from an original source.
- **When to use it:** when you believe the way the original author expresses an idea is the most effective means of communicating the point you want to make.

# Quoting: How to?

- Identify the source and quote from it.

Milan Kundera, in his book *The Art of the Novel*, suggests that “if the novel should really disappear, it will do so not because it has exhausted its powers but because it exists in a world grown alien to it.”

## Quoting: How to? Cont.

- Whenever you change the original words of your source, you must indicate that you have done so.
- But be careful not to change too many words or you would change the meaning.
- Keep only the material that is strictly relevant to your own ideas.

## You Don't Need to Quote:

- **Conventional designations:** e.g., physician's assistant, chronic low-back pain
- **Preferred bias-free language:** e.g., persons with disabilities
- **Technical terms and phrases of a discipline or genre**

## Including Long Quotes

- Change the font to one noticeably smaller.
- Double indent the quotation (Change left and right margins)
- Do NOT use quotation marks for the entire quotation.
- Use spacing before and after.



# Example

the force of solar rays as a sleeping surface, simply by virtue of being a fur-bearing mammal of indolent habit. However, Reginald Haut Couture demurs:

Kittens, sociologically speaking, prefer the greater kneading possibilities of a semi-rigid padded surface -- a lap(top), e.g., or the small of a recumbent back -- to even the most sun-drenched of upholstered non-shifting objects, but without extensive further studies including in-depth one-on-one interviews with the cats themselves and their progenitors back three generations it would naturally be quite impossible to derive hard-and-fast conclusions about motivation. However, field testing has shown that social class distinctions (Learned's specious indoor/outdoor distinction, for instance, which for no apparent reason continues to enjoy currency in some impoverished academic circles) have no bearing whatsoever on this preference; it is purely a function of age and, perhaps, leg strength.

This is, of course, unadulterated balderdash: Haut Couture has obviously been dealing with only a single class of felines, and those only in statistically insignificant sample sizes, virtually guaranteeing a skewed set of results. Then, too, Haut Couture has long engaged in the

# Paraphrasing Definition

A restatement of a text or passage in other words at roughly the same level of detail.

# Paraphrasing

- Changing a few words from an original source does NOT qualify as paraphrasing.
- A paraphrase must make significant changes in the style and voice of the original while retaining the essential ideas.
- If you change the ideas, then you are not paraphrasing -- you are misrepresenting the ideas.

# Why Paraphrase?

- It is better than quoting information from an undistinguished passage.
- It helps you control the temptation to quote too much.
- The mental process required for successful paraphrasing helps you to grasp the full meaning of the original.

# Effective Paraphrasing Steps

1. Reread the original passage until you understand its full meaning.
2. Set the original aside, and write your paraphrase on a note card.
3. Write down a few words below your paraphrase to remind you later how you might use this material.

## Effective Paraphrasing Steps

4. Check your work with the original to make sure that your version accurately expresses all the essential information in a new form.
5. Use quotation marks to identify any unique term you have borrowed exactly from the source.
6. Record the source (including the page) on your note card so that you can credit it easily.

# Principles of Paraphrasing

- Refer explicitly to the author in your paraphrase.
- Don't just paraphrase. Analyze.
- Not all of the details from the original passage need to be included in the paraphrase.
- You don't need to change every word.

# Remember

- Ensure that you keep the original meaning.
- Use synonyms where appropriate.
- If you want to retain unique or specialist phrases, use quotation marks.
- Change the grammar and sentence structure.
- Change the order in which information/ ideas are presented.
- Identify the attitude of the authors to their subject (i.e. certain, uncertain, critical etc) and make sure your paraphrase reflects this.



## Original Source

Critical care nurses function in a hierarchy of roles. In this open heart surgery unit, the nurse manager hires and fires the nursing personnel. The nurse manager does not directly care for patients but follows the progress of unusual or long-term patients. On each shift a nurse assumes the role of resource nurse. This person oversees the hour-by-hour functioning of the unit as a whole, such as considering expected admissions and discharges of patients, ascertaining that beds are available for patients in the operating room, and covering sick calls. (Chase, 1995, p. 156)

# Word for Word Plagiarism

- Critical care nurses have a hierarchy of roles. The nurse manager hires and fires nurses. S/he does not directly care for patients but does follow unusual or long-term cases. On each shift a resource nurse attends to the functioning of the unit as a whole, such as making sure beds are available in the operating room, and also has a patient assignment.

# A Legitimate Paraphrase

- In her study of the roles of nurses in a critical care unit, Chase (1995) also found a hierarchy that distinguished the roles of experts and others. Just as the educational experts described above do not directly teach students, the experts in this unit do not directly attend to patients. That is the role of the staff nurses, who, like teachers, have their own “hierarchy of seniority” (p. 156). In an intermediate position in the hierarchy is the resource nurse, a staff nurse with more experience than the others, who assumes direct care of patients as the other staff nurses do, but also takes on tasks to ensure the smooth operation of the entire facility.

# Summarizing Definition

To reduce the most essential points of someone else's work into a shorter form.













# Steps for Summarizing

- Read a short text and highlighting the main point.
- Reread the whole text and make notes of the main points.
- Without the text, rewrite your notes in your own words.
- Restate the main idea at the beginning plus all major points.

# When to Summarize

- To outline the main points of someone else's work.
- To include an author's ideas using fewer words.
- To briefly give examples of several differing points of view on a topic.
- To support claims in, or provide evidence for, your writing.

# Summary

	Author & Year	Exact Text	Quotation Marks	Page Number	Your Own Words	Your Own Structure
Quote			 *			
Summary & Paraphrase						



Necessary



Prohibited



Not Required

\* For Short Quotes

•  $\mathcal{A} = \{A_1, \dots, A_n\}$  is a family of sets

•  $\mathcal{A}$  is **independent** if

•  $\mathcal{A}$  is **maximal independent** if

•  $\mathcal{A}$  is a **partition** if

# Examples



## Original Passage

Students frequently overuse direct quotation in taking notes, and as a result they overuse quotations in the final [research] paper. Probably only about 10% of your final manuscript should appear as directly quoted matter. Therefore, you should strive to limit the amount of exact transcribing of source materials while taking notes. Lester, James D. Writing Research Papers. 2nd ed. (1976): 46-47.

## A Legitimate Paraphrase

In research papers students often quote excessively, failing to keep quoted material down to a desirable level. Since the problem usually originates during note taking, it is essential to minimize the material recorded verbatim (Lester 46-47).

## An Acceptable Summary

Students should take just a few notes in direct quotation from sources to help minimize the amount of quoted material in a research paper (Lester 46-47).

## A Plagiarized Version

Students often use too many direct quotations when they take notes, resulting in too many of them in the final research paper. In fact, probably only about 10% of the final copy should consist of directly quoted material. So it is important to limit the amount of source material copied while taking notes.



# List of References

# List of References

- **Definition:** a list of all of the sources you have used in the process of researching your work.
- **Includes:**
  - ◆ The authors' names.
  - ◆ The titles of the works.
  - ◆ The names and locations of the companies that published your copies of the sources.
  - ◆ The dates your copies were published.

# Reference Styles

- Harvard Style.
- APA (American Psychological Association)

# Books

- Harvard

- ◆ Authors. Year. *Title*. Edition (if needed).  
Publisher

Seifert, K. L., Hoffnung, R.J. and Hoffnung, M.  
2000. *Lifespan development*. 2nd ed. Boston: Houghton  
Mifflin.

- APA

- ◆ Authors (Year). *Title*. (Edition) (if needed).  
Publisher

Seifert, K. L., Hoffnung, R. J., & Hoffnung, M.  
(2000). *Lifespan development* (2nd ed.). Boston:  
Houghton Mifflin.



# Papers & Articles

- Harvard

- ◆ Authors. Year. Article Title. *Place of publishing* (volume and edition for journals), pp. Page Numbers.

Waterson, M. 2003. The role of consumers in competition and competition policy. *International Journal of Industrial Organization* 21(2), pp. 129-50.

- APA

- ◆ Authors (Year). Article Title. *Place of publishing* (volume and edition for journals), Page Numbers.

Heinze, H. J., Scholz, M., & Munte, T.F. (1994). Combined spatial and temporal imaging of brain activity during visual selective attention in humans. *Nature*, 372, 543-546.

# Web Documents

- Harvard
  - ◆ Author or Editor (if available). Year (if available). *Title* [Online]. Place: Publisher (if available). Available at: web address of document [Accessed: day Month year].

Lane, C. et al. 2003. *The future of professionalised work: UK and Germany compared* [Online]. London: Anglo-German Foundation for the Study of Industrial Society. Available at: <http://www.agf.org.uk/pubs/pdfs/1232web.pdf> [Accessed: 10 May 2007].

# Web Documents

- APA
  - ◆ Author or Editor (if available). (Year, if available). *Title*. Retrieved from organization website: (if applicable) URL

Wozniak, R. H. (1997). *Behaviourism: The early years*. Retrieved from Bryn Mawr College Psychology Department website: <http://www.brynmawr.edu/Acads/Psych/rwozniak/behaviorism.html>

# Referencing Web Documents

- If no personal author is visible, you can include the organization responsible for the web page instead.
- If neither are obvious, begin your reference with the title of the document, then insert the date.
- If no date is visible write [no date] instead.

# References List

- Alphabetize the entries in your list by the author's last name.
- If the author's name is unknown, alphabetize by the title, ignoring any *A*, *An*, or *The*.

## In-text Citation

When testing the usability of a website, it is necessary to gather demographic information about the users (Lazar, 2006).

Lazar (2006) notes that a fundamental part of usability testing is understanding the demographics of the users.

When gathering data it is important to remember that “only relevant types of demographic information should be requested” (Lazar, 2006, p. 52).



# Plagiarism Detection Software



# What is it?

- Plagiarism software is a tool used to detect possible plagiarized content.
- The software scans a document and compares it to other documents.
- **Types:**
  - ◆ Local Checker: Search a database of documents.
  - ◆ Search engine-based systems: Run search engine queries.



# How Does it Work?

- They all work on the same principle as search engines.
- It finds the words we want in other sources, providing the best results it can.
- **Preprocessing Steps:**
  - ◆ Removing punctuation.
  - ◆ Removing “Stop Words” (common words).
  - ◆ Stemming (finding the root of a word).

# Examples

- WCopyfind
  - ◆ <http://plagiarism.bloomfieldmedia.com/z-wordpress/software/wcopyfind/>
- Plagium
  - ◆ <http://www.plagium.com/>
- SeeSources
  - ◆ <http://www.plagscan.com/seesources/analyse.php>

