Plagiarism

Plagiarism is the use of someone’s intellectual property withouproperly acknowledging the source. This includes the cole imitation of a work. The aim of plagiarism is to unfairly get credit for someone else’s work. For example, a student may take a source document

References and bibliographies

Must be used whenever you prepare a document that includes information that you have obtained from someone else's work. Several styles are used to create bibliographies. However it is recommended that you use the APA style for your CSEC documents. The APA style developed by the American psychological association offers the following guidelines:

Group

- Use a hanging indent of three spaces approximately 1/2 inch

- List the author surname first with initials for given names when they are two authors separate their names with an ampersand &

- Type the year of publication within parenthesis followed by a full stop

- Type the title of the book in italics or underscore

- Capitalize only the first words of the tile and subtitle and proper pronouns

- Type the place of publication followed by a colon and then type the publisher's name

- When you use two or more words by the same author. Cite then chronologically in the order of publication.

Internet

- List the author surname first with initials for first names

- When there are two authors

- For online newspapers or magazine type the year of publication followed by a comma then the month and day in parenthesis followed by a full stop.

- Type the title of the article in initial capitals for major works.

- Type the name of the book, journal or complete work and volume number in italics followed by a full stop.

- Type the word "retrieved" followed by the date of access and the source followed by a colon.

- Type in or paste in the URL.

E.g.Caines, K.(2005, May 12).Library and Research Skills Explained. TRINIDAD LIBRARY ONLINE.Retrieved 3 December 2006 from the World Wide Web:http://www.trinilib.edu/resskill.pdf