Academic Integrity
Plagiarism, Copyright & the Ethical Use of Information
Touro Academic Integrity Statement

The Touro College & University system Academic Integrity Policy requires that a student or researcher:

1. Properly acknowledge and cite all ideas, results, or words originally produced by others;
2. Properly acknowledge all contributors to any piece of work;
3. Obtain all data or results using ethical means;
4. Report researched data without concealing any results inconsistent with student's conclusions;
5. Treat fellow students in an ethical manner, respecting the integrity of others and the right to pursue educational goals without interference. Students may neither facilitate another student's academic dishonesty, nor obstruct another student's academic progress;
6. Uphold ethical principles and the code of the profession for which the student is preparing.

To view the full Statement, visit www.touro.edu/students/policies/academic-integrity/
What is plagiarism?

0 Plagiarism may be intentional (buying or copying a paper, cutting and pasting without attribution, reusing work from another class) or unintentional (inadequate or improperly formatted citations, insufficient paraphrase)

0 Plagiarism is not just limited to words, but includes the unattributed use of images, graphs, audio, video, computer programs, or any other type of original work

0 Fabrication or falsification of data, tampering, fraudulent behavior, cheating on exams, unauthorized collaboration, and copyright violation are also all breaches of academic integrity
Incorporating Sources

There are three main ways to ethically incorporate information from outside sources into your writing:

- Quotation – incorporating a word for word phrase, sentence or section
- Paraphrase – putting another’s idea, research or theory into your own words
- Summary – Condensing information from a source using your own words

However you choose to incorporate your source material, it is essential to include both an in-text citation and an entry in your bibliography to give proper attribution.
When you use an exact phrase or sentence from a source, be sure to indicate that with quotes and attribute it with an in-text citation and entry in your bibliography.

“My thoughts are stars I cannot fathom into constellations” (Green, 2012, p. 311).

Paraphrase & Summary

- If you use your own words but another author's ideas, make sure to identify it with an in-text citation and an entry in your bibliography.

- Make sure that the structure of the sentences, as well as the vocab is markedly different.

- And ensure that your version is accurate and preserves the original intent.
Wines drunk at Greek tables did not always come from Greece itself. The wine snobbery of the time extolled the merits of wines from the slopes of Mount Lebanon, from Palestine, Egypt and Magna Graecia-Greater Greece, i.e., southern Italy. The ten litres a day drunk by the famous wrestler Milo of Croton was a wine famous in Calabria, where Milo lived: this wine, Ciro, is still made from Maguelone Toussaint-Samat's A History of Food.
Plagiarism: Wines drunk by Greeks were not always made in Greece itself. The wine snobs of that period celebrated wines from Mount Lebanon, Palestine, and Egypt. The famous wrestler Milo of Croton, who consumed ten liters of wine a day, drank wine made in Calabria outside of Greece; this wine, Ciro, is still made.

Paraphrase: Although Greeks were picky about their wine, they enjoyed wine from outside Greece. Upstanding Greeks enjoyed wine from many of Greece's local trading partners—including Palestine, Egypt and southern Italy. One story tells of the famous wrestler Milo of Croton, who consumed ten liters of foreign wine daily (Toussaint-Samat 263).

References
Note-taking Tips

1. Recording the author, title and other identifying information for each source you consult

2. Clearly identifying which parts of your notes were copied word-for-word and what are your own thoughts

3. Marking the corresponding page numbers for all information in your notes
Sample

"something Strange Yet Nothing New" - Green
Yakima Education, 1987 (vol. 5 no 3) pp. 21-25

Bibliographic information

Page numbers

Direct quotes marked

Own thoughts separated
All of the following are reasons that correct citations are important EXCEPT:

- A) To allow readers to trace back information to its original source
- B) To give credibility to your work
- C) To make a paper appear longer in length
- D) To give credit for the hard work of others

You answered this correctly!

Your answer:

You did not answer this question completely. You must answer the question before continuing.
Common Knowledge

0 The only exception to these rules of incorporating outside information into your work is *common knowledge*.

0 There are some basic pieces of information that you can assume your target audience will already be familiar with and accept as fact – in this case, a citation may NOT be necessary.

0 What is considered common knowledge is open to interpretation and may change depending on context however, so when in doubt – cite it!
Two main types of common knowledge

**Historical facts & dates**

- Hard facts that are non-contentious and unchanging
- Something that is easily verified in a reference source like a dictionary or encyclopedia
- Common sayings or clichés

**Established principles in a field**

- Facts, ideas, and definitions that can be assumed to be familiar to all members of a given population (doctors, archeologists, social workers, etc.)
- Will vary by discipline
- Something that is undocumented in at least five other sources on the topic probably is common knowledge

Adapted from [http://www15.uta.fi/FAST/PK6/REF/commknow.html](http://www15.uta.fi/FAST/PK6/REF/commknow.html)
# Common Knowledge Examples

<table>
<thead>
<tr>
<th>Common Knowledge</th>
<th>Needs Citation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paris is the capital of France</td>
<td>The population of Paris is 2,211,297</td>
</tr>
<tr>
<td>The Berlin Wall divided the city from its erection in 1961 to its fall in 1989</td>
<td>The Berlin Wall provided the outer framework for East Germany’s repressive and authoritarian institutions and practices</td>
</tr>
<tr>
<td>Mount Everest is the tallest mountain in the world</td>
<td>16 people died on Mount Everest during the 1996 climbing season</td>
</tr>
<tr>
<td>Plato spent most of his life in Athens</td>
<td>In his later years, Plato became entangled with the politics of the city of Syracuse</td>
</tr>
</tbody>
</table>

[See More](#)
Copyright

- Provides protection to the authors of “original works of authorship,” including literary, dramatic, musical, artistic intellectual works

- Gives copyright owners the exclusive right to:
  - Reproduce the work
  - Prepare derivative works
  - Distribute copies by sale or other means
  - Perform or display the work publically

- Copyright is *automatic* with no action required by the creator, but works may be registered with the copyright office for further protection

Copyright FAQs
Section 107 of copyright law is known as the fair use clause.

Reproduction of a work may be considered fair if the use is for criticism, comment, news reporting, teaching, scholarship, or research.

Factors to be considered in determining fair use include:

- Whether the use is commercial or nonprofit/educational
- The nature of the copyrighted work
- The substantiality of the portion used in relation to the whole
- The effect of the use on the potential market for, or value of, the work

Fair Use - Copyright.gov
All academic use is considered "fair".

A) True
B) False

Your answer:

You did not answer this question completely.
You must answer the question before continuing.
Creative Commons Licensing

- Creative Commons licenses are “some rights reserved”
- Less restrictive than copyright and provide a way for creators to retain some usage rights while giving away others
- Choose if and how a work can be copied, distributed, edited, remixed, and build upon
- Identified by CC symbols that indicate which uses are permissible
Public Domain

- Works in the public domain have no restriction on their use.

- There are four common ways that works arrive in the public domain:
  1. the copyright has expired
  2. the copyright owner failed to follow copyright renewal rules
  3. the copyright owner deliberately places it in the public domain, known as “dedication,” or
  4. copyright law does not protect this type of work (short phrases, facts or theories, government works)

- As a general rule, everything published in the United States prior to 1923 is now in the public domain.

Stanford University Libraries on Public Domain
A Note on Internet Sources

- Even though it’s freely available, most information found on the web is **NOT considered common knowledge or a part of the public domain**

- Online articles, webpages, and other media (pictures, videos, etc.) **need to be cited** just like any other resource

- Look for information on the author, date, etc. in an about section, contact us, the page footer, or the top level or home page of a website
For More Information

To find additional resources about these or any other topics related to research and library use, don’t forget to visit the Student Services page on the Library website.

Go to http://www.tourolib.org/services/students

Or, find it on the library homepage

And you can always ask a librarian!