



# Academic Honesty

<https://blogs.yu.edu/news/creating-a-culture-of-academic-integrity-in-the-university/>

## WORKSHOP ON ANTI-PLAGIARISM

For new MA(PPE) students

# DISCLAIMER

Every effort has been made to ensure that information contained in the following slides is correct. Changes to any aspects of the programmes may be made from time to time due to unforeseeable circumstances beyond our control and the University reserves the right to make amendments to any information contained in the slides without prior notice. The University accepts no liability for any loss or damage arising from any use or misuse of or reliance on any information contained in the slides.

# HANDBOOK, P. 22

## 10.3 Online anti-plagiarism self-learning exercise and Anti-plagiarism Workshop

- ❖ All students enrolled in MA(PPE) courses are required to complete
  - (1) the **online anti-plagiarism test** available at <https://plagiarism.iu.edu/certificationTests/> (the “undergraduate college or advanced high school student” version is OK) and
  - (2) the **Anti-plagiarism Workshop**.
- ❖ Upon completion of the **Indiana University test**, students will obtain a personalized confirmation certificate (see P.26 for an example) which is **required to be submitted** to us.

# ONLINE ANTI-PLAGIARISM SELF-LEARNING EXERCISE:

❖ Created by **Indiana University**

<https://plagiarism.iu.edu/certificationTests/>

❖ You can take the “undergraduate college student or advanced high school student” version (just easier English)

❖ Read the “Examples” before trying the test

❖ Asks you to figure out if something is:

- **Word-for-word plagiarism:** Copying exact words without proper in-text citation, reference list, and quotation marks
- **Paraphrasing plagiarism:** Copying the ideas (not the words) without proper in-text citation and reference list

# CONFIRMATION CERTIFICATE



**Indiana University Confirmation Certificate: Primary level for undergraduate college students and advanced high school students**

**Unique Test ID: 22492552483454471038**

A **Primary Level Certificate** indicates that the person listed below has passed a Certification Test intended for undergraduate students and advanced high school students. The person below has passed a test by correctly answering at least 9 out of 10 questions selected randomly from a large inventory. To validate this Certificate, e-mail it again, or to view it in the future, use this link: <https://www.indiana.edu/~istd/validate.html> (requires Test ID and IP number below).

Each question provides source material from another author and a sample of student writing. The test taker must determine whether the student version is word-for-word plagiarism, paraphrasing plagiarism, or not plagiarism. Many questions exemplify subtle forms of plagiarism which represent incomplete or incorrect understanding of plagiarism, carelessness, or attempts to disguise actual plagiarism.

Please read the information below carefully. You can forward this e-mail to your academic department or program area, or to your instructor, if required to do so. In addition, print this message now, or otherwise save it as a file on your computer. You can also print or save this message as a PDF file for later use. Your e-mail app may have a "File" option on the top menu bar, where you can do this. It may also have an option for you to "Send" or to "Export" this message to another app such as a word processing program.

I have studied the pages of the "How to Recognize Plagiarism" tutorial site. After doing so, I have taken the test available on the site. I am confident that I know what plagiarism is and how to avoid it. If I had questions after finishing the tutorial, this document confirms that I have sought help from my academic advisor and I do now understand what plagiarism is and how to avoid it.

**I understand that there will be no acceptable excuse for plagiarism if it is discovered in my work.**

The person(s) at IP # **202.45.42.119** passed the test on:  
Sunday, 26th of October 2014, 10:45:16 PM  
Unique Test ID: 22492552483454471038  
Time it took to pass the test (in minutes): 6.7

Printed Name: **[Your Name, as Submitted on Website]**

Signature: \_\_\_\_\_

Instructors can check the validity of this Certificate at this Web address:  
<https://www.indiana.edu/~istd/validate.html>. This will require entry of unique information from this Certificate. The test taker can also do this, to view this Certificate again.

Instructors should note that there is no practical way of determining whether the student above is indeed the one who took the test, unless it is taken under proctored conditions.

Also, Certificates with the same IP number and same Test ID, but with different printed names should be questioned. This means that after someone passed the test and viewed their Certificate, this was followed by another person who clicked the "Back" button, who entered a different name, and who got their Certificate without retaking the test themselves.

**INDIANA UNIVERSITY**  
School of Education  
201 North Rose Ave.  
Bloomington, IN 47405-1006

[Comments or questions? E-mail us.](#)

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Email the certificate to Ms Zita Lam  
([mappe@eduhk.hk](mailto:mappe@eduhk.hk)) by **8 Sept 2023 (Friday)**



<https://www.medtextpert.com/self-plagiarism-explained/>

# PLAGIARISM

Definitions  
Why students do it  
How to avoid.....

# PLAGIARISM: DEFINITION

“This is not just confined to copying another's words, sentences and/or paragraphs, but also means borrowing another's idea, concept or argument without proper acknowledgment. It is a serious academic offence in the intellectual world as it stifles creativity and originality, whilst denying you the opportunity of learning from your work. .... Even if you just copy a phrase or sentence, or borrow an idea and/or concept without proper referencing, you have already committed plagiarism, an academic theft similar to stealing.” (EDUHK, 2022)



# OTHER TERMS:

- ❖ **Paraphrase (v.):** To say or write, *in your own words*, the *ideas* that someone else had.
- ❖ **Quote (v.):** To say or write what someone else said, using *the same words*, and showing that it is a quotation.
- ❖ **Cite (v.):** To mention and acknowledge someone else's ideas / words /work in your writing
  - **APA style**: using in-text citation, like (Buchtel, 2009).



# WHY DO STUDENTS PLAGIARIZE?

MOST people are not really trying to cheat.

- ❖ But, they have learned a way of writing that makes them plagiarize.
- ❖ Or, they may not know how to use APA-style and standards of citation.
- E.g., instead of “writing in your own words,” many people copy some sentences from websites or articles and then try to change the words afterwards; a “copy-then-change-words-to-synonyms” method. THIS IS (almost always) **PLAGIARISM**.

# WHY DO STUDENTS PLAGIARIZE?

- ❖ To avoid this, you need to:
  - Give yourself **enough time** to a) do good research (not just read websites) and b) write in your own words.
  - Do not use worries about having bad English as an excuse. If you want to improve, you must practice **writing in your own words**.
  - **Learn how to give “proper acknowledgement” (APA-style citations) and how to “write in your own words” (techniques for paraphrasing)**

# HOW TO AVOID PLAGIARISM

- ❖ Many students do not fully know how to avoid plagiarism. That gets them into **big trouble!** 😞
- ❖ This exercise is to ensure that **ALL OF YOU KNOW WHAT PLAGIARISM IS.**
  - It will help you avoid common mistakes
  - Luckily, accidental plagiarism cases greatly reduce after students learn this material.
- ❖ **To start, we will go over these first 8 summary slides (“MOST IMPORTANT SUMMARY INFORMATION”).** To see examples and learn more, read the rest as well!

## Most important summary information

# 1. WHAT IS APA STYLE?

## In-text citations:

- Used to tell us where you found that idea or words.
  - For **citing ideas**, use this format:
    - ...are very important (**Adam & Brown, 2009**).
  - For **quoting words**, use this :
    - “Let’s not quote very much” (Crosby, 2004, p. 888).

## Example of in-text citations in an article:

Parental discipline describes parenting behaviors aimed at providing firm, clear, and consistent limits regulating children to achieve appropriate and desirable behaviors (Houck & Lecuyer-Maus, 2004). Harsh or negative discipline, however, relates to a wide variety of adverse child developmental outcomes in social competence, behavioral adjustment, and school readiness. A fuller range of parental disciplinary strategies tends to surface during early childhood when parental guidance becomes crucial for behavioral development. Understanding the antecedents of harsh or negative discipline during this developmental period is an important area of inquiry. Studies have demonstrated that parent personality characteristics, such as neuroticism, or the tendency to experience negative emotions and distress, are associated with negative parenting (McCabe, 2014; Zvara et al., 2019). However, little

## Reference list:

- List of everything that was **read and cited** in your paper.
  - If you read something but didn’t cite it, don’t put it in the list.
  - If you read ABOUT something but didn’t read the original source, don’t put the original source in the list.

## Example of a reference list in an article:

### References

- Alberts, H. J. E. M., Otgaar, H., & Kalagi, J. (2017). Minding the source: The impact of mindfulness on source monitoring. *Legal and Criminological Psychology*, 22, 302–313. <http://dx.doi.org/10.1111/lcrp.12102>
- Alberts, H. J. E. M., & Thewissen, R. (2011). The effect of a brief mindfulness intervention on memory for positively and negatively valenced stimuli. *Mindfulness*, 2, 73–77. <http://dx.doi.org/10.1007/s12671-011-0044-7>
- Brainerd, C. J., Holliday, R. E., Reyna, V. F., Yang, Y., & Togliani, M. P. (2010). Developmental reversals in false memory: Effects of emotional valence and arousal. *Journal of Experimental Child Psychology*, 107, 137–154. <http://dx.doi.org/10.1016/j.jecp.2010.04.013>

### General format:

**Author, A. A.**  
**(year).** Title of  
article. *Title of*  
*Journal*, *Volume*,  
page number.  
**DOI**

## 2. HOW AND WHERE TO LEARN APA STYLE

- ❖ For all essays, you should use APA style to cite what you have learned from your readings.
- ❖ Basic information on how to cite published articles, books, chapters, and online materials is on **the English version** of your online **Student Handbook** ([http://www.eduhk.hk/reg/student\\_handbook/](http://www.eduhk.hk/reg/student_handbook/))
- ❖ For any complicated cases, search for detailed APA citation information in books on APA style:
  - **Book:** *Publication manual of the American Psychological Association* (7th ed; 2020). Call no.: BF76.7 .P83 2020
  - Or check out one of the many “easy guides” or “concise guides” available at the library
- ❖ Or search for information on the **APA style blog** and other helpful websites
  - Most recommended: <https://apastyle.apa.org/blog>
  - <https://www.easybib.com/guides/citation-guides/apa-format/apa-7-vs-apa-6/>

### 3. THERE ARE FOUR MAIN KINDS OF PLAGIARISM TO AVOID:

#### I. Word-for-word plagiarism

- Copying phrases (3+ words) or more without using “quotation marks” and proper citation
- Indiana University’s definition: 7+ words

#### II. Ideas plagiarism

- Copying (paraphrasing) an idea without a proper citation
- Indiana University’s definition: Calls this “Paraphrasing Plagiarism”

#### III. Self-plagiarism / Multiple Submission

- Copying anything from coursework you wrote for other assignments or courses, whether at EdUHK or in another school, without proper citation

#### IV. Translation

- Translating phrases/ an idea from Chinese to English (or vice versa) without a proper citation, as if this is your own original work

## 4. LEARN THIS TO AVOID WORD-FOR-WORD PLAGIARISM:

- If you copy **any phrase (3+ words)** that someone else wrote, you must put those words in **quotation marks** and give an **in-text citation** with a **page number**.
- You should not ONLY write the in-text citation, but ALSO add the quotation marks and page number!



- **Right:** “A study with 247 participants showed that drinking one cup of coffee results in a 30% increase in happiness” (XXXX, 2009, p. 14).



- **Don't write:** A study with 247 participants showed that drinking one cup of coffee results in a 30% increase in happiness. (XXXX, 2009).

- *Note: you do **not** need to put commonly known technical terms in quotation marks, e.g. the Big Five, the neural system, names of developmental stages, names of theories, etc., but you may need to cite them as ideas [e.g., (XXXX, 2009)].*




## 5. LEARN THIS TO AVOID IDEAS PLAGIARISM:

- ❖ If you write about someone else's ideas or information **without using their exact same words**, please **include an in-text citation (with no page number)** to tell your reader where the idea / information came from.


*If you read a article by Mr. Edward Gobblebobble, published in 2009, that showed that drinking coffee led to a feeling of happiness, you should write in your essay:*

- ✓ **Right:** A study has shown that drinking coffee can make you happy (XXXX, 2009).
- ✗ **Don't write:** A study has shown that drinking coffee can make you happy.  
→ that would be ideas plagiarism

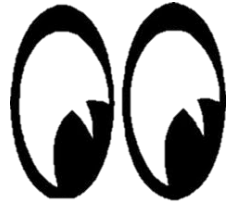
## 6. AVOID **MULTIPLE SUBMISSION**, AND LEARN HOW TO CITE A SECONDARY SOURCE:

-  ❖ Avoid **Multiple submission**. As it says in the Student Handbook (Chapter 8, sections 3 and 4), your same written work, or even parts of it, **cannot be turned in for more than one class** *even though you wrote it*.
- Your professor wants you to practice writing and learn something new from every assignment; you won't get your full education if you copy... yourself!
  - You should not try to “get credit twice” for the same assignment or ideas.
- ❖ How to **cite secondary sources (like a textbook)**. If you read about an article A (original source) in another source B (secondary source), but you have not actually read article A, you can only **cite source B** and not A. Like this: (“**source A, as cited in source B.**”)
- In your reference list, you only put source B (the one that you read).
  - See: <http://blog.apastyle.org/apastyle/2010/05/secondary-sources-aka-how-to-cite-a-source-you-found-in-another-source.html>

## 7. PARAPHRASING: WHAT TO DO

- ❖ How can you write **in your own words**? Here are some good methods (influenced by the Wisconsin Writing Center handout):
1. **Read the original and then put it away so you can't see it.** Think about the meaning of the original passage, and why it is important for your own essay. Write about it in your own personal way, and so that it makes sense to include it in your essay.
  2. **Take notes on the original (don't use the same words / phrases).** Then put the original away and write from your notes.
  3. **Translate to extract the meaning instead of the phrases.** Try saying the meaning to yourself in Chinese and then write that in English, without looking back at the original text or using the original phrases.
-  4. What NOT TO DO: **DO NOT COPY A SENTENCE INTO YOUR PAPER AND CHANGE WORDS TO SYNONYMS.** It will be identified as word-for-word plagiarism.
- **Actually, if you can't understand the original well enough to paraphrase it, then you probably shouldn't use it in your paper.**

## 8. REVIEW...



- ❖ If you paraphrase some **information / ideas** (without using any actual word-for-word copying from the original source), **avoid ideas plagiarism** by using this kind of **in-text citation**:
  - Drinking coffee can make you happy (**XXXX, 2009**).
- ❖ If you use any of the original words, **avoid word-for-word plagiarism** by using **quotation marks** and **putting the page number of the quote in the in-text citation** (tell us the exact place where the quote came from):
  - “I love drinking a cup of coffee in the morning, because it makes me cheerful” (**XXXX, 2009, p. 14**).
- ❖ List everything that you *read and cited* in **your reference list**.
- ❖ Don't **self-plagiarize / submit one paper for two or more courses without prior approval**.



# LET'S REVIEW THE ANSWERS:

REVIEW: In academic writing **and presentations**:

- ❖ If I copy a sentence into my essay and cite the original author, without using “quotation marks” around the copied sentence, is that OK?
- ❖ Is it OK to use a paragraph from a paper you wrote for one course and put it into a paper you are writing for another course? E.g. the methodology section of a research proposal, when both courses require the submission of a research proposal?
- ❖ Is it OK to take just one sentence of a paper you wrote for one course, and use the same sentence for a paper in another course?
- ❖ Is it OK to use a paper you wrote for a course in another university and turn it in for a course here at EdUHK?
- ❖ Is it OK to copy a sentence into my essay, change some of the words to synonyms, and cite the original author without using quotation marks?
- What are some places you can find APA-style referencing or information about APA style when you're not sure about how to cite something?
- What are some methods you can use in paraphrasing?



# LET'S REVIEW THE ANSWERS:

REVIEW: In academic writing **and presentations**:

- ❖ If I copy a sentence into my essay and cite the original author, without using “quotation marks” around the copied sentence, is that OK? → **NO**
- ❖ Is it OK to use a paragraph from a paper you wrote for one course and put it into a paper you are writing for another course? E.g. the methodology section of a research proposal, when both courses require the submission of a research proposal? → **NO unless you have approval from the course tutor**
- ❖ Is it OK to take just one sentence of a paper you wrote for one course, and use the same sentence for a paper in another course? → **NO unless you have approval from the course tutor**
- ❖ Is it OK to use a paper you wrote for a course in another university and turn it in for a course here at EdUHK? → **NO**
- ❖ Is it OK to copy a sentence into my essay, change some of the words to synonyms, and cite the original author without using quotation marks? → **NO**
- What are some places you can find APA-style referencing or information about APA style when you're not sure about how to cite something?
- What are some methods you can use in paraphrasing?

# THAT'S THE ESSENTIAL INFORMATION!

- ❑ But, the devil is in the details.
- ❑ Or, go ahead and read the rest of this PPT to see examples and many more tips.
- ❑ Take the Indiana University test within the first week and send the confirmation certificate to [Zita by Friday, Sept 9](#). Good luck and have fun writing in your own words!
- We much prefer to see badly written English than plagiarized English! Go ahead and show us how hard you are trying. 😊



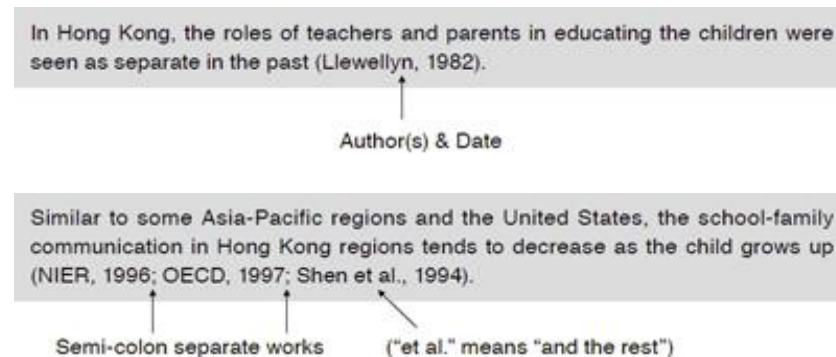
# APA STYLE

How to “acknowledge properly”:  
using in-text citations and a  
reference list

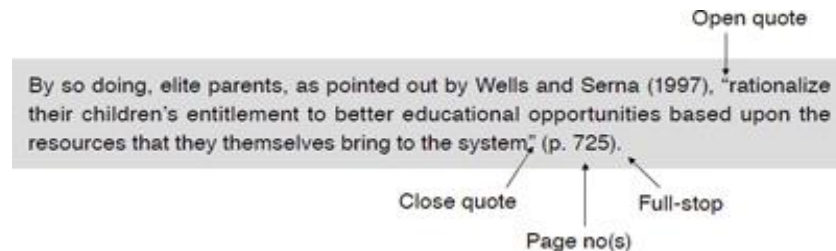
APA-style exercises

# APA STYLE: IN-TEXT CITATIONS

- ❖ In-text citations include the **FAMILY name** of author(s) and the year of publication.
- ❖ Examples from the Student Handbook:



- ❖ Direct quotations (word-for-word) need the page number as well.



# APA STYLE: REFERENCE LIST

## Reference list:

- In **alphabetical order** by last name of first author (and then by date if you cite several works by the same author(s))
- Format: “Hanging indent”: indent all lines after the first one for each reference; no bullet points, numbers, etc.
- Pay attention to where the periods and spaces are, which parts are in italics, etc.:

18

**References**

Amrein-Beardsley, A., & Holloway, J. (2017). Value-added models for teacher evaluation and accountability: Commonsense assumptions. *Educational Policy*, 33(3), 516–542.  
<https://doi.org/10.1177/0895904817719519>

Ballou, D., & Springer, M. G. (2015). Using student test scores to measure teacher performance. *Educational Researcher*, 44(2), 77–86. <https://doi.org/10.3102/0013189x15574904>

Ballou, D., Sanders, W., & Wright, P. (2004). Controlling for student background in value-added assessment of teachers. *Journal of Educational and Behavioral Statistics*, 29(1), 37–65.  
<https://doi.org/10.3102/10769986029001037>

Robbins, S., & Judge, T. (2019). *Organizational behavior*. Pearson Education Limited.

Whitehead, M. (n.d.). *Teachers look at supervision - ASCD*.  
[http://www.ascd.org/ASCD/pdf/journals/ed\\_lead/el\\_195211\\_whitehead.pdf](http://www.ascd.org/ASCD/pdf/journals/ed_lead/el_195211_whitehead.pdf)



Include doi if it is an E-book.

# STUDENT HANDBOOK

## 3. The Significance of Academic Honesty

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The objective of university education is not only to further knowledge and academic excellence, but also to nurture human beings with high moral standards, who will be responsible citizens. One of the ways through which you can acquire these highly-valued qualities is **by making sure that you keep to the following guidelines:**

- Submit original work in all areas of your study including Field Experience;
- Present genuine (i.e. not falsified or fabricated) information and data;
- Properly acknowledge all uses of the work of others, which may include their words, ideas, artistic products, inventions, lesson plans and research findings, etc.; and
- Correctly apply the citation system accepted by the Institute (refer to Chapter 14) in referencing the works used.

**Multiple Submissions:** You are not allowed to submit one paper for two or more courses. You are also prohibited from re-submitting any already assessed paper for another course, or using any part of the same without a proper system of acknowledgement.

# WHAT'S THE MEANING BEHIND THESE RULES?

Remember you are trying to avoid three kinds of cheating:

- 1. Cheating your teacher.** Don't fool your teacher (even accidentally) into thinking that you wrote certain phrases or sentences yourself when it was actually someone else who wrote them; or that you had certain new ideas when it was actually someone else who thought of them first.
- 2. Cheating yourself.** To paraphrase well, you need to a) understand the original passage, and b) have the ability to express yourself well in writing. If you don't understand the original passage, you aren't learning much from your research. If you don't practice writing others' ideas in your own words, you won't increase your ability to express yourself well in writing. Avoiding plagiarism is the only way to get the full educational benefit of writing.
- 3. Cheating the original writer.** Someone did work very hard and put in a lot of effort to write nice-sounding, well-written sentences. (Even native English speakers, even professors, need to revise their papers many many times before they publish the "best" version.) If you use their sentences as if they are your own, you are stealing and taking advantage of their hard work, without doing the hard work yourself.

TURNITIN

How you & your teachers use it

# USING TURNITIN TO CATCH PLAGIARISM

All written work in your psychology courses (and most other courses at EdUHK) will be submitted to a Turnitin link.

Please **READ your Turnitin report carefully** after submitting your assignment.

Turnitin searches your work for any phrases or references that were used by other students, in published articles / books / etc., or online.

- It will identify if your work is self-plagiarism (same as something else you turned in to another course) or any other kind of word-for-word plagiarism.

It is only a tool: your teachers will examine the report carefully to see whether or not what Turnitin found is actually plagiarism.



# PLAGIARISM OR NOT?

POLL 1

**Original:** "It has become fashionable to reject the notion of absolute objectivity on the grounds that objectivity is simply unattainable or, even if attainable, is undesirable."  
(Staffen, 1996, p. 154)

**Student's work:** I feel it **has become fashionable to reject the notion of absolute objectivity on the grounds that objectivity is simply unattainable.**

Is this plagiarism?

This is **obviously plagiarism / cheating**. Word-for-word copying, and pretending that it is his own words and opinion. Both ideas and words are "stolen" in this example, so it is both "**word-for-word plagiarism**" and "**ideas plagiarism**"

# PLAGIARISM OR NOT?

POLL 2

**Original:** "It has become fashionable to reject the notion of absolute objectivity on the grounds that objectivity is simply unattainable or, even if attainable, is undesirable."  
(Staffen, 1996, p. 154)

**Student's work:** According to Staffen (1996), it has become fashionable to reject the notion of absolute objectivity on the grounds that objectivity is simply unattainable.

Is this plagiarism?

This is still **plagiarism:** **word-for-word plagiarism.** The direct quote needs to be in quotation marks with page number; it is not the student's own words.

# PLAGIARISM OR NOT?

POLL 3

**Original:** "It has become fashionable to reject the notion of absolute objectivity on the grounds that objectivity is simply unattainable or, even if attainable, is undesirable."  
(Staffen, 1996, p. 154)

**Student's work:** I feel **it has become** stylish **to reject the** idea **of absolute objectivity on the grounds that objectivity** cannot be achieved.

Is this plagiarism?

Again, still **word-for-word plagiarism**: This is just "hiding" the fact that the original way of writing this sentence came from someone else. **Changing a few words does not make it a paraphrase.** These words need to be in quotation marks, or better paraphrasing.

# PLAGIARISM OR NOT?

POLL 4

**Original:** “Leadership is accomplished not through rule by law and punishment but through the non-coercive, transformative power of Virtue (de 德)” (Slingerland, 2008, p. 238)

**Student’s work:** Leadership is accomplished through the non-coercive, transformative power of Virtue (Slingerland, 2008, p. 238).

Is this plagiarism?

YES, it is **plagiarism**: **word-for-word plagiarism**. Direct copying must always be in quotation marks. Instead, write:

- “Leadership is accomplished... through the non-coercive, transformative power of Virtue” (Slingerland, 2008, p. 238).

# REFERENCE

Education University of Hong Kong (2022, August 15). *Student Handbook Chapter 8 Academic Honesty and Copyright*.

[https://www.eduhk.hk/re/student\\_handbook/en/Academic-Honesty-And-Copyright.html](https://www.eduhk.hk/re/student_handbook/en/Academic-Honesty-And-Copyright.html)