

PIERCE COLLEGE MEDIA ARTS DEPARTMENT PLAGIARISM POLICY

Effective May 2011

The following policy has been adapted for use in the Pierce College Media Arts Department from the University of Florida's Department of Journalism with permission from University of Florida professor David Carlson. (<http://www.jou.ufl.edu/academic/jou/honesty/>).

You should consider this plagiarism policy as the law of the Pierce College Media Arts Department. The Media Arts Department also abides by the Pierce College Standards for Academic Dishonesty, which can be found in the Pierce College Catalog.

Policy:

"It is expected that you will exhibit ethical behavior in your classes. Students are expected to do their own work, use their own words in papers and to reference outside sources appropriately.

Students are further expected to observe intellectual property rights and to comply with copyright laws. That means you must obtain written permission to use copyrighted materials in any work you submit for a class. It also means you will not plagiarize the words, designs, concepts or ideas of others.

Plagiarism, whether intentional or accidental, has become easier to commit since the advent of the Web. Plagiarism is defined as '...taking someone's words or ideas as if they were your own.' Source: Dictionary.com.

That means you cannot take even a single sentence or image from another website or publication without attribution. It means you cannot take someone else's design and replace the words and pictures with your own. It means that if you use even a few of someone else's words verbatim, you must put quotation marks around them and cite the source.

Georgetown University offers a useful tutorial on plagiarism. It says:

'If you use someone else's ideas or words, cite the source.'

“If the way in which you are using the source is unclear, make it clear.

“If you received specific help from someone, acknowledge it.’

If you find yourself wondering whether you have crossed the line of plagiarism, you almost assuredly have. When in doubt, ask the professor.

It is true that students sometimes plagiarize unintentionally or by accident. That is neither a defense nor an excuse. To avoid accidental plagiarism, it is extremely important to keep careful notes about what came from where, especially when doing online research. If you are cutting and pasting paragraphs from websites to your notes, you are in very risky territory; save the citations along with the material.

Your work will be checked for plagiarism, so just don’t do it. Any plagiarized work will result in a failing grade for that assignment, which could result in a failing grade for the course and, referral to the college administration for appropriate disciplinary action which may include suspension or expulsion from the college.

Remember, when you completed the registration form at Pierce College, you signed the following statement:

“I understand that Pierce College expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the college.”

Furthermore, on work submitted for credit, the following pledge is either required or implied:

“On my honor, I have neither given nor received unauthorized aid in doing this assignment.”

If you are aware of a climate that promotes academic dishonesty, please notify the instructor or contact the dean of Student Services (818-710-2944). See the Pierce College General Catalogue’s ‘Standards of Student Conduct’ for further information.”

—Adapted with permission by University of Florida Department of Journalism professor David Carlson for use in the Pierce College Media

Arts Department.

“I have read the Pierce College Media Arts Department Plagiarism Policy and agree to adhere to the policy. I understand that Pierce College expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the college.”

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Printed Name: _____

Signature: _____

Date _____

Course _____