

## RESEARCH AND CITING SOURCES CORRECTLY: Proceed with...

### CAUTION

Research may be hazardous to your (academic) health! Information is readily available with the turn of a page, the flick of a channel, and the click of a mouse...but responsibility for the information and your actions accompanies the easy access.

### Citing Sources Correctly...WHY???

If you use another person's work or idea without giving the person credit for originating the information, you are stealing the person's ideas...and you are cheating when you turn in that work as your own. Avoid plagiarism by properly acknowledging **from whom** and **from where** you found the information and by properly indicating the information with **quotation marks** and **indented text** as needed in your writing.

### But I put it in my own words....

Simply "putting it in your own words" does not make it acceptable to steal someone else's ideas. Learn how to document your sources of information properly and avoid plagiarism. Give credit where credit is due... Cite your sources!

### What does "citing a source" mean?

- Giving credit to someone or something when what you use is not your own original work

### When should I cite a source?

- When you use another person's idea, opinion, or theory
- When you use any facts, statistics, graphs, drawings, pictures, sounds, etc. or any other piece of information which you found from any source
- When you use quotations of another person's actual spoken or written words
- When you paraphrase (put in your own words) another person's spoken or written words (Writing Tutorial Services, Indiana University)

## What should I include when I cite a source?

- **Who** wrote or created the information
- **What** the original source is called (title)
- **Where** and **by whom** it was published or produced
- **When** it was published or produced

(Umbach)

**Remember: There is only one way for your work to be correct.**

**It does not matter where you find your information, (from a book, a personal interview, a program on the radio or TV, an electronic resource, or from the Internet), if you use someone else's work you must give them the credit they deserve.**

**If you are in doubt, cite the source where you found the information!**



**Don't Plagiarize...**

**Cite your sources of information correctly!**