

Plagiarism Policy Austin High School English Department

(This includes all English core courses, English electives, speech, and debate classes.)

What is Plagiarism?

Whether you are a ninth grader or a senior, new to AHS or a seasoned Maroon, you should be aware of what plagiarism is and how you can avoid it. You may wonder why teachers seem to be so concerned with plagiarism, and you may not understand why it is wrong.

- Plagiarism is stealing intellectual property.
- Plagiarism is cheating.
- Plagiarism is dishonest.
- Plagiarism is obvious.

Types of Plagiarism:

- You have plagiarized if you quote from another source (use another person's exact words) and do not put quotation marks around these sentences or words.
- You have plagiarized if you quote from another source and use quotation marks but do not give the author credit in parentheses at the end of the passage or in a footnote at the bottom of the page.
- You have plagiarized if you use an idea from another source and do not give the author credit.
- You have plagiarized if you receive too much help from a friend, a tutor, or a parent.

How to Avoid Plagiarism:

As you write your papers, learn to make the following adaptations so that your final drafts will represent your work and only **your** work:

- **Never, under any circumstances**, should you use Cliff's Notes or any other similar study aids.
- Do not use outside sources for papers unless your teacher has specifically given you permission to do so.
- Be careful about accepting help from tutors, parents, and friends. We want **your** thoughts.
- If you are in doubt, ask your instructor before you write your final drafts.
- We know **your** writing style!

Penalties for Plagiarism:

- A zero for the assignment (which will often make you fail a grading period) and no alternate assignment given
- A telephone call home
- The mistrust of your instructor
- The refusal of your instructor to write a letter of recommendation
- Possible ineligibility for academic or extracurricular events

Disputes about whether an assignment constitutes plagiarism will be reviewed by an English Department Committee of the PLC leaders and the Chairperson.

This policy is adapted from the English Department plagiarism policy of Woodward Academy: "Plagiarism." *Woodward Academy*. 12 Sep. 2006 <http://www.woodward.edu/academics/us/english/policym_plagiarism.asp>.

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