Plagiarism Checklist

☐ Have I cited all of the sources I have used in the assignment?

☐ Have I quoted correctly and thoughtfully integrated quotations into my writing?

☐ Are all of the items in my reference list cited in consistent and complete APA style?

☐ Have I avoided inappropriate paraphrasing by rewriting statements completely in my own words?

☐ Have I provided sufficient analysis of my sources, as opposed to cobbling together a group of quotations without significant synthesis and discussion?

☐ Have I proofread carefully to check for errors, ensuring correctness and consistency in my citing and use of sources?

☐ Will the reader be able to clearly identify and locate the sources I used?

☐ Will the reader understand how and where the information from those sources has been integrated into the assignment?


Acceptable vs. Unacceptable Paraphrasing

Unacceptable paraphrasing occurs when:

- the writer changes only a few words and phrases from the original
- the writer changes only the order of the original sentences
- the writer has failed to cite a source for another’s ideas or facts

Acceptable paraphrasing:

- accurately relays the information in the original
- uses the writer’s own wording, but both structure and words have been modified
- provides the reader with the source of the information used

Quoting appropriately:

- records the information in the original passage accurately
- gives credit for the ideas conveyed in the quotation
- clearly indicates what information comes specifically from the source by using quotation marks and proper citation of the page number and source


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