

WRITING YOUR PAPER

from H.M. Feinberg

DOCUMENTATION

FOOTNOTES

1. *Book* – Author, Title (Place of Publication, date of publication), page
Example: J.D. Fage, A History of Africa (New York, 1978), p. 51.
2. *Chapter from a book* –
NOTE: when you use a chapter from a collection of essays, you must cite the author and the “title of the chapter,” and then the source –
Example: J.S. Galbraith, “Origins of the British South African Company”, in J.E. Flint, ed., Perspectives of Empire (London, 1973), p. 149.
3. *Article from a Journal* –
Author, “Title,” Title of Journal, volume number, number (year), page
Example: H.M. Feinberg, “New Data on European Mortality in West Africa,” The Journal of African History, XV, 3 (1973), p. 358.
4. *Article from a Newspaper* –
Author, “Title,” Title of the Newspaper, Date of the paper, page
Example: Russell Baker, “Among the Puritans,” The New York Times, June 6, 1990, p. A27.

BIBLIOGRAPHY (with materials listed in alphabetical order)

- A. *Book* – Fage, J.D., A History of Africa, New York, 1978.
- B. *Chapter* – Galbraith, J.S., “Origins of the British South African Company,” in J.E. Flint, ed., Perspectives of Empire, London, 1973, pp. 148-171.
- C. *Article* – Feinberg, H.M., “New Data on European Mortality in West Africa,” The Journal of African History, XV, 3 (1973), pp. 357-372.
- D. *Newspaper* – Baker, R., “Among the Puritans,” The New York Times, June 6, 1990, p. A27.

ACADEMIC HONESTY

Academic honest is the cornerstone of every college or university. An honest approach to one's work is the only approach – in the laboratory, in research, or on examinations. Cheating of any kind is, and must be, condemned by all members of a college community.

Plagiarism. Plagiarism is using the words or ideas of another writer and presenting them as your own. It is a kind of academic theft, and is considered by instructors to be cheating. Once your name appears on an essay or term paper, you are stating that the ideas and language in the paper are entirely your own, and the reader assumes that these are your work. An obvious form of plagiarism is copying the exact words from your source without providing quotation marks and without giving credit to the source, usually by a footnote. A less obvious but equally dishonest form of plagiarism is the changing of a few words (paraphrasing) or the using of an author's original idea without properly introducing and documenting that change or usage. The ideas, interpretations, and words of an author belong to the author. They are his property, they are protected by law, and they must be acknowledged whenever you borrow them.

You will be plagiarizing (cheating) if (1) you use the exact words of a source but do not enclose them in quotation marks or (2) you do not completely reword when you paraphrase. Rewording includes using your own language and your own sentence structure. A paraphrase should sound like you, not like the source with the words shifted around. Any plagiarism, intentional or not, casts doubt on the honesty of all of your statements.

Examples of the problem of plagiarism:

A. WORDSWORTH'S WORDING

He is a man... endowed with more lively sensibility, more enthusiasm and tenderness, who has a greater knowledge of human nature, and a more comprehensive soul.

affected more than other men by absent things

rejoices more than other men in the spirit of life that is in him

a greater readiness and power in expressing what he thinks and feels

THE PLAGIARIST'S WORDING (dishonest)

He is a man who is usually more enthusiastic, tender, and possesses more sensitivity, and a man with a more comprehensive soul.

more affected by things absent

spirit of life within himself and rejoices in nature

has the ability to express what he thinks and feels more readily and powerfully

B. Original Source: "This particular dilemma involves a clash between the requirements that leadership respond to the desires and satisfactions of a people while at times compelling them to make sacrifices for goal's unrelated to their immediate wishes."

Plagiarism: Italy is presently having a problem that involves a clash between the requirements that leadership respond to the desires and satisfactions of a people while at times compelling them to make sacrifices for goals unrelated to their immediate wishes. [using the precise words of the source without quotation marks]

Plagiarism: This problem specifically involves a clash between the requirements that leaders answer the desires of people while sometimes making them make sacrifices for goals that are unconnected to their immediate wishes. [a poor paraphrase]

How to avoid: Either use the quotation, enclosing the words in quotation marks and properly footnoting, or change the wording completely. In Italy, leaders are trying to persuade people that higher taxes, while a burden, will yield money for development projects that people want.

Conclusion:

Because honesty is so important in a college setting (and elsewhere), I have distributed this information. My aim is to be certain that each student fully understands the proper approach to writing any paper. With this knowledge, there can be NO excuses for plagiarism, and none will be accepted.

I consider plagiarism to be a serious offense. A grade of "F" will be recorded for any plagiarized paper. The student also risks failure in the course. I am also obligated to report serious offenses to the appropriate Dean for further disciplinary action.

If you have any questions, please see me before you write your paper.