Avoid Plagiarism – Give credit where credit is due
Hints for writing your review of literature.

The writer of the research paper must always give credit for any information or ideas he/she gets from another source. Failure to give credit for material used, whatever is quoted or paraphrased, is called plagiarism. Plagiarism is illegal and unethical. The proper way to write is to avoid plagiarism by giving credit for an idea, quote or words used. Credit is given in short form in the text itself and then in extended form through a bibliography or list of citations. The review of literature handout provided examples of how to properly cite references for your bibliography. Below are some examples of how you can give credit for ideas or information within the text of your paper.

**Hint #1** Include the author and year (usually in parenthesis) in the sentence. Add the page number if you are writing an exact quote.
Ex. In the best available study of couch potatoes (Russet, Spud and Frye, 1990), ….
Ex. According to Simpleton and Doofus (1984), the IQ of American television viewers averages…. Ex. …as in a 1988 study by Weissbort, where young aardvarks were found to be…. Ex. …in which the safety of waterslides has been questioned (Bonzai, 1988). Ex. …suggested that eavesdropping on cellular phones “may produce the next big public crisis in civil rights” (Tappin, 1990, p.37).

**Hint #2** For works with more than two but less than six authors, list all the authors the first time; after that, use only the name of the first author plus et al. (the Latin abbreviation for *et alii*, meaning “and others”), like this:
Ex. …836 times their body weight per day (Sweetner et al., 1990).

**Hint #3** If more than six authors use et al for the first reference and all after that.

**Hint #4** Here are some examples of different ways of wording the citation in your sentence.
Ex. According to Smith and Peabody (1997), hamsters were found to live an average of …. Ex. As stated by June and Wieberg (1982), chimpanzee’s IQs are similar to … Ex. Johnson (1991) explained in her study why distilled drinking water ….

**Hint #5** You can lump sources together if they are saying the same thing.
Ex. …studies have demonstrated the versatility of Velcro (Klaspe, 1988; Ripp & Stikke, 1988).

**Hint #6** Cite personal communications such as personal letters, phone calls, memos, interviews like this:
Ex. …indicating no difference between the control and experimental group (Gugisberg, personal communication, October 22, 2000).

**Final Notes:** Double space your sentences. Indent quotes of 40 or more words five spaces for each line. Use 1.0 inch margins on all four sides of your paper. Do not use right justification. Use headings to label major sections. Do a spell check. Have someone proof your paper before turning it in. Put a cover page on the front. Include an alphabetized bibliography. See reference below for other helpful writing ideas.

**References for these writing hints:**