

Workshop Twenty-One – Information Management

001	<p>Plagiarism and Bad Academic Practice</p> <p>How the De Montfort University's Academic Regulations describe plagiarism:</p> <p>De Montfort University's Academic Regulations describe plagiarism as: "the significant use of other people's work and the submission of it as though it were one's own in assessed coursework (such as dissertations, essays, experiments etc.).</p> <p>This includes:</p> <ul style="list-style-type: none">• Copying from another student's work• Copying text from sources such as books or journals without acknowledgement• Downloading information and/or text from the Internet and using it without acknowledgement• Submitting work which you claim to be your own when it has been produced by a group• Submitting group work without acknowledging all contributors. <p>De Montfort University describes bad academic practice as:</p> <ul style="list-style-type: none">• Low level duplication without citation for example errors made through carelessness or misunderstanding, or• Passing off ideas, data or other information as if originally discovered by the student. <p>http://www.library.dmu.ac.uk/Support/Guides/index.php?page=499</p> <p>How can I avoid plagiarism?</p> <p>Remember, the responsibility to avoid plagiarism lies with the writer, so:</p> <ul style="list-style-type: none">• Cite and reference everything used and studied for your assignment.• Always put quotes in quotation marks and indent quotes of significant length so they stand out from the rest of the text. This marks them as not your own words.• Always acknowledge the source within the text and in full within the bibliography at the end.• Where paraphrasing an individual always acknowledge them as the source of the ideas.• Do not leave your work until the last minute, in order to avoid panic plagiarism.• Always ask your tutor for clarification if you are unsure of an assignment.• See your student handbook for guidance regarding the favoured reference and citation conventions for your subject area. <p>http://www.dmu.ac.uk/documents/about-dmu-documents/partnerships/educational-partnerships/how-to-avoid-plagiarism-and-be-citation-wise.pdf</p>
002	<p>What is Plagiarism</p> <p>In academic writing, it is considered plagiarism to draw any idea or any language from someone else without adequately crediting that source in your paper. It doesn't matter whether the source is a published author, another student, a Web site without clear authorship, a Web site that sells academic papers, or any other person: Taking credit for anyone else's work is stealing, and it is unacceptable in all academic situations, whether you do it intentionally or by accident.</p> <p>The ease with which you can find information of all kinds on the Internet means that when you use online sources, you need to be extra vigilant about keeping track of where you are getting information and ideas, and about giving proper credit to the authors of the sources you use.</p> <p>If you cut and paste from an electronic document into your notes and forget to clearly label the document in your notes, or if you draw information from a series of Web sites without taking careful notes, you may end up taking credit for ideas that aren't yours, whether you mean to or not.</p> <p>http://isites.harvard.edu/icb/icb.do?keyword=k70847&pageid=icb.page342054</p>

	<p>Deliberate plagiarism with a clear intention to cheat is, however, far less common than plagiarism committed through misunderstanding or even carelessness. These latter types of plagiarism may occur if:</p> <ul style="list-style-type: none"> • You fail to acknowledge fully the sources of knowledge and ideas that you use in your work; • You incorporate the words of others into your writing as if they were your own; • You 'string together' ideas or facts taken from others without presenting your own viewpoint. <p>Many students, particularly those at the beginning of their courses, are unclear about how to use the work of others in a way that does not constitute plagiarism. This resource has been written to give guidance on how to avoid plagiarism and at the same time produce work of better quality. http://www2.le.ac.uk/offices/ld/resources/study/avoiding-plagiarism</p> <p>Plagiarism is the word given to a particular kind of academic dishonesty - passing off someone else's work, ideas or words as your own. It is often unintentional, where people aren't sure how to reference properly or where they have been used to producing school assignments by cutting and pasting material from outside sources. However, it can carry severe penalties even when accidental http://about.brighton.ac.uk/ask/undergraduates/reading-and-research/avoiding-plagiarism/</p> <p>Plagiarism is defined as the presentation of another person's thoughts or words or artefacts or software as though they were a student's own. Any quotation from the published or unpublished works of other persons must, therefore, be clearly identified as such by being placed inside quotation marks, and students should identify their sources as accurately and fully as possible.</p> <p>A series of short quotations from several different sources, if not clearly identified as such, constitutes plagiarism just as much as does a single unacknowledged long quotation from a single source. Equally, if a student summarises another person's ideas, judgements, figures, software or diagrams, a reference to that person in the text must be made and the work referred to must be included in the bibliography.</p> <p>Recourse to the services of 'ghost-writing' agencies (for example in the preparation of essays or reports) or of outside word-processing agencies which offer correction/improvement of English is strictly forbidden, and students who make use of the services of such agencies render themselves liable for an academic penalty. Use of unacknowledged information downloaded from the internet also constitutes plagiarism. http://www.ucl.ac.uk/current-students/guidelines/plagiarism</p> <p>The necessity to acknowledge others' work or ideas applies not only to text, but also to other media, such as computer code, illustrations, graphs etc. It applies equally to published text and data drawn from books and journals, and to unpublished text and data, whether from lectures, theses or other students' essays. You must also attribute text, data, or other resources downloaded from websites. The best way of avoiding plagiarism is to learn and employ the principles of good academic practice from the beginning of your university career.</p> <p>Avoiding plagiarism is not simply a matter of making sure your references are all correct, or changing enough words so the examiner will not notice your paraphrase; it is about deploying your academic skills to make your work as good as it can be. http://www.ox.ac.uk/students/academic/guidance/skills/plagiarism</p>
003	<p>Professional Issues</p> <p>Johann Hari, the journalist at the Independent who was suspended for plagiarism, has announced that he will not return to the newspaper. Hari had been undergoing retraining in the United States and was expected to return to the Independent next month but said on his personal website that he did not want to see colleagues taking the blame for his mistakes.</p> <p>Hari started writing for the Independent in 2002 but criticism of his work mounted and reached a critical point in 2011. He was accused of using other writers' material in his articles without making reference to it. In articles interviews with Gideon Levy, an Israeli journalist, and Hugo Chávez, the president of Venezuela, Hari used quotes which had been given by those subjects to other journalists. http://www.theguardian.com/media/2012/jan/20/johann-hari-quits-the-independent</p>

	<p>The author used to be the Independent’s star columnist, a prolific polemicist and darling of the left, until his career imploded in disgrace when it emerged in 2011 that many of his articles contained quotes apparently said to him but in fact lifted from his interviewees’ books, or from previous interviews by other journalists. Worse, he was exposed as a “sockpuppet”, or someone who anonymously furthers his own interests online. Using a false identity, Hari had maliciously amended the Wikipedia pages of journalists he disliked.</p> <p>http://www.theguardian.com/media/2015/jan/02/johann-hari-interview-drugs-book-independent</p> <p>READERS of the Independent were in for a surprise this morning: a lengthy apology from that newspaper's star columnist Johann Hari, admitting to plagiarism and the online harrassment of rival journalists (via pseudonymous assaults on their Wikipedia entries), and announcing that he was off to take a course of journalism training at his own expense.</p> <p>http://www.economist.com/blogs/bagehot/2011/09/unethical-journalism</p>
004	<p>004 Blogging & Plagiarism</p> <p>They say imitation is the sincerest form of flattery. Yet on the Internet, some people take this type of compliment way too far. Copied content runs rampant online. Getting someone else’s work onto your site is as easy as pressing Ctrl+C and Ctrl+V. Why bother writing your own article when somebody has already done it and better? http://torquemag.io/avoid-plagiarism-blog-website/</p> <p>Being original all the time can be tough, but copying another person’s work and passing it as our own is a punishable offense. Nothing can hit the credibility of a blog hard than a plagiarism charge. It may not be you, but one of the new interns at the blog could have lifted content off another blog to make the deadline. How to ensure your blog’s reputation is not tarnished? Check out our coverage of 4 online plagiarism checkers after the jump for excellent ways to avoid plagiarism on your blog.</p> <p>http://www.makeuseof.com/tag/4-easy-ways-avoid-plagiarism-blog/</p> <p>There are so many ways to get hit by Google and thus cripple your search engines ranking, one way to get hit by a Google penalty is to have plagiarized articles on your blog.</p> <p>http://tomakeawebsite.net/dangers-of-plagiarism-for-bloggers/</p>
005	<p>005 Citations, Quotes & Links</p> <p>The best content marketers aren't afraid to share. Share content. Share links. Share ideas. Share data. The thing is, sometimes marketers get a little protective of their stuff because there are less-than-scrupulous people out there who take content and then try to pass it off as their own. All that hard work, and none of the credit. Not cool, less-than-scrupulous people. Not cool. But sometimes it isn't a matter of people being jerks -- they might just not know how the internet "works." You're supposed to share content, but you're also supposed to give credit where credit is due.</p> <p>http://blog.hubspot.com/blog/tabid/6307/bid/33098/How-Not-to-Steal-People-s-Content-on-the-Web.aspx</p> <p>There are unwritten rules of the blogosphere that apply to every blogger. The top 3 blogging rules are particularly important because bloggers who don't comply could find themselves at the centre of negative publicity or worse, in legal trouble. Read the top 3 blogging rules below, then make sure you follow them at all times to protect yourself from problems.</p> <p>http://weblogs.about.com/od/bloggingethics/tp/Top3BloggingRules.htm</p> <p>Are you citing sources for your blog? Giving a shout-out to the bloggers who have paved the way for your latest post with other great resources? Offering your readers more quality information? Blogging is commonly considered an informal space – but that doesn’t mean the rules of copyright don’t apply. As blogging and online forms of writing and disseminating information have become more popular, the so-called ‘grey area’ of how copyright law applies to contemporary online spaces has come under greater legal scrutiny. http://wpdevshed.com/citing-sources-for-your-blog/</p>

006	<p>Zotero Reference Manager: https://www.zotero.org/ Zotero is a free and easy-to-use research tool that helps you collect, organize, and analyze research and lets you share it in a variety of ways. Zotero includes the best parts of older reference manager software — the ability to store author, title, and publication fields and to export that information as formatted references — and the best aspects of modern software and web applications, such as the ability to organize, tag, and search in advanced ways. Zotero interacts seamlessly with online resources: when it senses you are viewing a book, article, or other object on the web, it can automatically extract and save complete bibliographic references. Zotero effortlessly transmits information to and from other web services and applications, and it runs both as a web service and offline on your personal devices. https://www.zotero.org/about/</p>
007	<p>Reference Management Software:</p> <ul style="list-style-type: none"> • How would a reference manger help you to keep a track of the sources of information you use? • Is a reference manager any good for sharing your sources when you collaborate with other learners? • How could we build-in a social reference system to our learning? • DMU Standard Ref Manager: http://en.wikipedia.org/wiki/RefWorks http://en.wikipedia.org/wiki/Comparison_of_reference_management_software
008	<p>DMU Library Reference Management Guides:</p> <ul style="list-style-type: none"> • Have you worked through the DMU study guides? • Do you need any training sessions to learn to use the guides in practice? • Have you spoken with any of the library staff about additional training? <p>http://libguides.library.dmu.ac.uk/referencing</p>
009	<p>Harvard System of Referencing:</p> <ul style="list-style-type: none"> • Why is the Harvard system of referencing used so extensively? • How does Harvard compare to other referencing systems? • Where can you get interactive information about referencing with Harvard? <p>http://www.library.dmu.ac.uk/Images/Selfstudy/Harvard.pdf</p>
010	<p>DMU Study guide: Referencing</p> <ul style="list-style-type: none"> • Do you feel confident that you can reference your work to an appropriate academic standard? • Why do you think academic standard use common reference systems? • What would you do if you get stuck and need advice, but there is no one around to ask? <p>http://www.library.dmu.ac.uk/Support/Guides/index.php?page=495</p>
011	<p>Mediawiki InLine Referencing: On Wikipedia, an inline citation refers to a citation in a page's text placed by any method that allows the reader to associate a given bit of material with specific reliable source(s) that support it. The most common methods are numbered footnotes and parenthetical citations within the text, but other forms are also used on occasion. Inline citations are often placed at the end of a sentence or paragraph. Inline citations may refer to electronic and print references such as books, magazines, encyclopedias, dictionaries and Internet pages. Regardless of what types of sources are used, they should be reliable; that is, credible published materials with a reliable publication process whose authors are generally regarded as trustworthy or authoritative in relation to the subject at hand. Verifiable source citations render the information in an article credible to researchers. http://en.wikipedia.org/wiki/Wikipedia:Inline_citation</p>
012	<p>Revisit your wiki entries and start to add some InLine references following the instructions above. Add quotes from books specified on the module reading list.</p>
013	<p>Google Scholar: Google Scholar Citations provide a simple way for authors to keep track of citations to their articles. You can check who is citing your publications, graph citations over time, and compute several citation metrics.</p>

	https://scholar.google.co.uk/intl/en/scholar/citations.html
014	<p>Microsoft Footnotes & Endnotes: MS Word has some powerful features for inserting and managing references, how can you use them to enhance the academic credibility of your personal learning journals? http://office.microsoft.com/en-au/word-help/insert-delete-or-edit-footnotes-and-endnotes-HP001226522.aspx</p>
015	<p>Bibliographies A bibliography is a list of sources, usually placed at the end of a document, that you consulted or cited in creating the document. In Microsoft Office Word 2007, you can automatically generate a bibliography based on the source information that you provide for the document. Each time that you create a new source, the source information is saved on your computer, so that you can find and use any source you have created. https://support.office.com/en-us/article/Create-a-bibliography-3403c027-96c8-40d3-a386-bfd5c413dabb</p> <p>How to use Microsoft Word's works cited tools: Sources, footnotes, and more http://www.pcworld.com/article/2687533/how-to-use-microsoft-words-works-cited-tools-sources-footnotes-and-more.html</p>
016	<p>DMU E-Books Resource: A large selection of individual e-book titles can also be located via the Library Catalogue. Entries for e-books will contain live links to their internet locations. You can also use Library Search to find relevant e-books. http://zr7av6yc4v.search.serialssolutions.com/?L=ZR7AV6YC4V&tab=BOOKS</p> <p>Search for Books on Virtual Communities</p>
017	<p>Google Books: At the end of the Middle Ages, in a small town in the Rhine Valley, an unassuming metalworker tinkered with a rickety wine press, metal alloys and oil-based ink. The result of his labours was an invention that took the world's information and made it exponentially more accessible and useful. Six centuries later, we're seeing the same kind of innovation in the way we access information. Every day, with a few keystrokes on a computer, people are doing more than simply visiting their favourite web pages. Like Gutenberg, they are expanding the frontiers of human knowledge. This same philosophy lies behind Google Books. We believe a tool that can open up the millions of pages in the world's books can help remove the barriers between people and information and benefit the publishing community at the same time. Many of the world's largest publishers have joined our Partner Program so that readers everywhere can discover their books. These partnerships are very successful, and the program continues to grow. http://www.google.com/googlebooks/perspectives/ http://www.google.com/googlebooks/about/index.html https://support.google.com/books/answer/191154?hl=en-GB https://books.google.co.uk/</p> <p>Create Your Own Library http://www.google.com/googlebooks/mylibrary/</p>
018	<p>Enter the Google Books case. In 2004, Google began scanning books—copyrighted and non-copyrighted alike—in academic libraries with the plan of making portions of that material available online for free. Users of Google Books now know how this works: You can search Google's scanned-book database for a fact or a quote and see part of the page that includes that fact or quote. Google Books will then show you</p>

	<p>a “snippet” of the book without revealing the rest of the book. (It can also search its whole language database for certain words and chart their use over time, resulting in the infamous Google Ngrams.)</p> <p>http://www.theatlantic.com/technology/archive/2015/10/fair-use-transformative-levial-google-books/411058/</p>
019	<p>Ten years ago there were no Kindles, iPads, or postcard-sized smartphones to read on. Now the growth of e-reading is unmistakable. In 2011, 11 percent of Americans read an ebook; in 2014, 27 percent did. (In the same period, the number of Americans reading a print book fell, from 71 percent to 63 percent.) In the past 12 months, Americans read 120 million ebooks on just one app used by public libraries—an increase of 20 percent from the year before. And while big publishers may be seeing their ebook sales plateau, self-published authors and indie presses—many of them selling directly to readers through Amazon—continue to gain market share, while charging a fraction of what print books cost. With so much of the landscape for digital books forever altered, what does Friday’s decision mean for readers, writers, libraries, and the public?</p> <p>http://www.theatlantic.com/technology/archive/2015/10/what-the-google-books-victory-means-for-readers-and-libraries/411910/</p>
020	<p>In a unanimous ruling handed down on Friday morning, the Second Circuit Court of Appeals in New York deployed a familiar four-factor “fair use” test to conclude that the Google Books project was lawful. “We see no reason in this case why Google’s overall profit motivation should prevail as a reason for denying fair use over its highly convincing transformative purpose, together with the absence of significant substitutive competition, as reasons for granting fair use,” wrote Justice Pierre Leval.</p> <p>http://fortune.com/2015/10/16/google-books-appeals-court/</p> <p>Digital books have a variety of benefits, particularly if you haven’t thoroughly read the entire book (or if you skipped the entire middle section. We’ve all been there). Google Books, in particular, has been my saviour in college and is an underrated source of digital books. http://www.theprospect.net/the-benefits-of-using-google-books-24197</p>
	References: