



## **Fact Sheet on Plagiarism**

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# **Don't borrow without attribution!**



Fig. 1





## What Is Plagiarism?

The Teaching Commission of the University of Zurich defines plagiarism as “the use or imitation of other people’s work, either wholly or partially, without acknowledging the source and the author.”<sup>1</sup> Plagiarism can easily occur and can take on various forms. The following instances constitute plagiarism:<sup>2</sup>

- **Complete plagiarism:** The author submits the work of another person under his or her own name.
- **Self-plagiarism:** The author submits the same piece of work (or part thereof) for different examinations or course assignments.
- **Plagiarized passages:** The author uses extracts from another’s text without citing the source.
- **Unreferenced paraphrases:** The author uses parts of another’s text and makes slight changes by altering a few words or their order (paraphrasing) without acknowledgement of the source.
- **Translation plagiarism:** The author translates foreign language texts, or parts of foreign language texts, and submits these as his or her own work without acknowledgement of the source.
- **Ghost writer:** The author submits a piece of work under his or her own name that he or she commissioned another person to write.
- **Careless, misleading quotes:** The author uses parts of another’s text, paraphrases them and does indeed cite the relevant source, not, however, in the context of the part of the text, or parts of the texts, used (for example: concealment of the plagiarized source in a footnote at the end of the work).

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<sup>1</sup> Teaching Commission of the University of Zurich. “Information Sheet on the Treatment of Plagiarism.” p. 1.

<sup>2</sup> Schwarzenegger, Christian and Wolfgang Wohlers. „Plagiatsformen und disziplinarrechtliche Konsequenzen,“ p. 3.



## Consequences

Plagiarism is no trivial offense and can lead to considerable sanctions. According to civil law plagiarism is considered **theft of intellectual property** and is thus liable to prosecution. The University of Zurich reserves the right to initiate a disciplinary procedure. According to § 8 of the disciplinary code the following **disciplinary measures** may be imposed:

- Written warning
- Absolute or conditional suspension from courses and/or from use of particular University facilities for a maximum of one semester
- Absolute or conditional suspension from the course of studies and/or examinations for a period of between one and six semesters

## How Can I Avoid Plagiarism?

**Inform yourself!** Your department or chair usually provides a guideline for scientific writing. We strongly advise you to read these guidelines carefully. If questions or uncertainties arise please do not hesitate to contact your supervisor. Additional information can be found on the UZH website referring to teaching.

**Quote consistently and consequently.** Document the origin of every sentence, every paragraph and every thought of third parties that you use in your work.



## Useful Links

1. University of Zurich (2007). Information Sheet on the Treatment of Plagiarism (download).  
[www.rwi.uzh.ch/lehreforschung/alphabetisch/haas/Universitaetsanwalt/Plagiate/LK\\_Plagiarism.pdf](http://www.rwi.uzh.ch/lehreforschung/alphabetisch/haas/Universitaetsanwalt/Plagiate/LK_Plagiarism.pdf)
2. UZH Center for University Teaching and Learning (2012). Brochure „Kurzinformation Plagiaten vorbeugen“ (download).  
<http://www.hochschuldidaktik.uzh.ch/de/instrumente/hochschuldidaktikaz.html#P>
3. Information in German provided by the University's lawyer, Prof. Dr. Ulrich Haas.  
<http://www.rwi.uzh.ch/lehreforschung/alphabetisch/haas/Universitaetsanwalt/Plagiate.html>
4. Unijournal (2006). Article „Quellen zitieren, nicht plagiiieren“ (download).  
<http://www.kommunikation.uzh.ch/dam/jcr:00000000-086d-f41b-0000-00006b8d9335/unijournal-2006-4.pdf>

## Bibliography

### Literature

Schwarzenegger, Christian and Wolfgang Wohlers (2006). „Plagiatsformen und disziplinarrechtliche Konsequenzen,“ in: *Unijournal* 4 (2006). p. 3.  
<<http://www.kommunikation.uzh.ch/dam/jcr:00000000-086d-f41b-0000-00006b8d9335/unijournal-2006-4.pdf>>. [31.08.2016].

Teaching Commission of the University of Zurich (2007). “Information Sheet on the Treatment of Plagiarism” <<http://www.uzh.ch/de/studies/teaching/plagiate.html>>. [31.08.2016].

### Image

Fig. 1, p. 1, “Plagiarism”: mhpbooks.  
<<http://cdn2.mhpbooks.com/2015/11/plagiarism.png>>. [31.08.2016].