

Unfair Means: What is Plagiarism?

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University
Library

What is Unfair Means?

In short, unfair means refers to cheating.

It involves any attempt by a student to gain unfair advantage over another student in the completion of an assessment or exam, or assist someone else in gaining an unfair advantage.

What is Plagiarism?

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Intentional Plagiarism: includes copying directly from others or the internet and buying essays.

Unintentional Plagiarism: includes incorrect referencing and citation of sources and forgetting to include full citations or a full reference list.

Self Plagiarism: submitting your own previously assessed work as part of a new assignment, without proper acknowledgement.

What is Plagiarism?

Contract cheating (essay / code buying): Buying work from another source (student or company) and submitting it as your own.

Coursework sites: these encourage students to share course materials such as essays and lecture notes. Using content uploaded by other students in your own assignment may constitute plagiarism.

Collusion: working on a piece of assessed work that you are supposed to be completing yourself.

Plagiarism and Generative AI (GenAI)

If you use responses from Gen AI, you could be using unfair means either knowingly or without realising:

- **Plagiarism** - Using a Gen AI response as if it is your own work, or using an idea from AI, without referencing where Gen AI found the original idea.
- **Coursework sites** - GenAI may be taking responses directly from these prohibited sites without you knowing.
- **Fabrication** - GenAI can give a convincing response to a question that it has not found an answer for - this is sometimes called AI 'hallucination'.

If you are unsure if Gen AI use is allowed, seek clarification from staff in your department.

Further Gen AI resources: [AI guidance for students from Digital Learning](#)
[Generative AI Literacy LibGuide](#)

Resource coming soon from 301 Academic Skills Centre!

What is Collusion?

Collusion: working on a piece of assessed work that you are supposed to be completing yourself.

Acceptable co-operation or collaboration

- Forming a study group with your peers to help you understand a particular topic.
- Discussing generally how to approach particular assessments.

Unacceptable collusion

- Forming a group with the intention of working together on an assessment and/or sharing answers
- Using WhatsApp or other messaging services to share answers during a timed exam.

What is Turnitin?

Turnitin checks for plagiarism:

This is to check that you haven't copied and pasted someone else's work into your assignment

Journal
articles

Books

Online
sources

Other student work
(past and present)

Your own work
(self-plagiarism)

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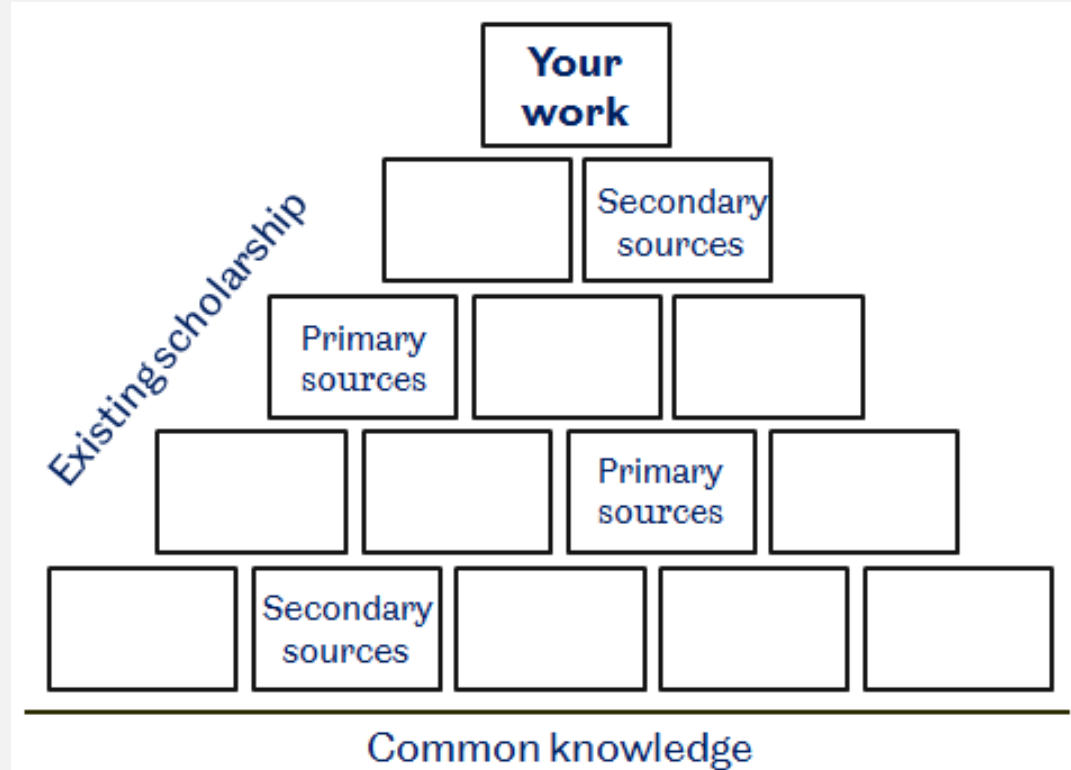
A similarity/originality report is produced

Highlights matching
texts

Percentage match with
other sources

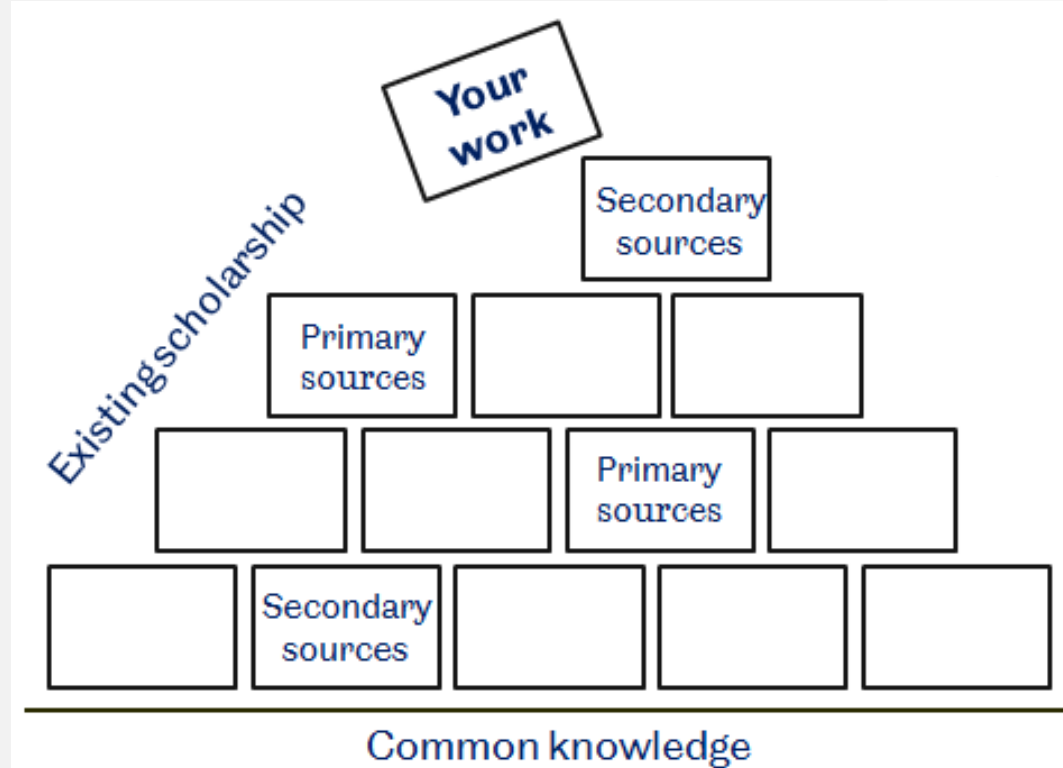
Academic Communication

- You build your own ideas on a foundation of existing knowledge
- Referenced sources are your building blocks
- Your bibliography provides a blueprint for your reader



Academic Communication

- Without references and a bibliography, your structure becomes unstable
- Your reader won't be able to understand how you have built it



Academic Communication

There are several ways to avoid plagiarism:

1. **Summarising:** providing a brief overview of the main ideas in one or more sources
2. **Paraphrasing:** explaining an idea or concept from a source into your own words
3. **Direct quoting:** using the exact words of the original in quotation marks **together with your analysis and/or explanation**

Academic Communication

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The aim is to demonstrate that you have not only read, but also **understood and interpreted** the source(s)

Referencing Essentials

Referencing helps you to avoid plagiarism by distinguishing clearly between your own ideas and those of other people and acknowledging the work of others. It is a major part of academic integrity.

- Cite your sources in the text as you write- use “quotation marks” for direct quotes.
- Create a reference list or bibliography at the end
- Be consistent
- Format depends on style - see your [Departmental Referencing Tutorial](#)

Referencing and AI

Generative AI cannot be credited as an author so you won't find guidance in our referencing guides.

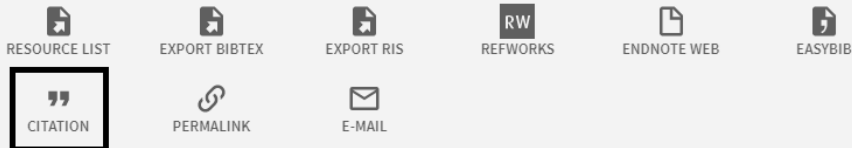
BUT if an assignment **specifically asks you** to use generative AI tools in your work, you must acknowledge what tools you have used, and how you have used them: **Acknowledge, Describe and Evidence.**

Information on how to do this is included in our [Generative AI literacy LibGuide](#)

Citation Tools

StarPlus

Send to _____



MLA (7th edition)


APA (6th edition)

Chicago/Turabian (16th edition)

Jaffee, Daniel. *Brewing Justice : Fair Trade Coffee, Sustainability, and Survival*. Updated ed. Berkeley, California: U of California, 2014. Web.

 COPY THE CITATION TO CLIPBOARD

Google Scholar

[CITATION] **Fair Trade Coffee**
B Justice - Sustainability, and Survival, 2007
☆  Cited by 4 Related articles

Reference Management

- Write down all titles and page numbers.
- Keep a record of everything you read – use the StarPlus pin icon...
- Differentiate between your own opinions and direct quotes or a summary.
- Read, reflect, and write your notes.

Reference Management Software



zotero

[Reference management software information](#)

Further library support

- Referencing tutorials, videos and guides

Including: Referencing style guides, Understanding Plagiarism tutorial, Plagiarism and referencing quiz, Referencing and Preventing Plagiarism workshops, Using reference management software: an introduction workshop.

- Research Skills and Critical thinking workshops and webinars.
- Research Skills and Critical thinking guides, tutorials and videos.
- Library Guides - including Subject Librarian contact information
- Contact: library@sheffield.ac.uk
- Library FAQs

301 Academic Skills Workshops and Tutorials

Sessions to support your academic work:

- Academic Writing Overview
- Paraphrasing and Using Academic Sources
- Writing a Literature Review
- Reading and Note-Taking Techniques



For more information visit: <https://students.sheffield.ac.uk/301/student-services/workshops>

Or book a 1:1 tutorial with a study skills tutor:

<https://students.sheffield.ac.uk/301/student-services/tutorials>

301 Study Skills Online

Digital resources to support your learning including:

- Information, strategies, tips and ideas
- Print downloads and resources
- Videos and interactive content
- Mini courses

For more information visit: <https://www.sheffield.ac.uk/academic-skills/study-skills-online>

Home > 301 Academic Skills Centre > Study skills online > Academic writing

Academic writing

Strategies and advice on how to communicate your ideas using an appropriate academic register



On this page:

- [Introduction to academic writing](#)
- [Academic language](#)
- [Paragraphs and flow](#)
- [Paraphrasing and quoting](#)
- [Writing to a word count](#)
- [Useful resources](#)

Not Sure Where to Start?

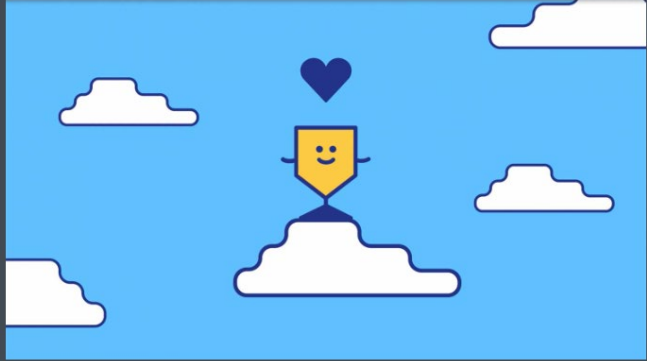
Level Up Your Skills

Pathways to support the transition to your level of study:

- Take an academic skills audit to self-assess your skills
- Access a package of resources and develop your priority skills
- Reflect on your progress

For more information visit:

<https://students.sheffield.ac.uk/301/level>



Masters students

The step up to masters level can feel large, whether you're fresh from undergraduate level or you've been out of higher education for a while. Our study skills support can help you through this adjustment.

[Go to resources for masters students](#)

How to stay in touch with 301

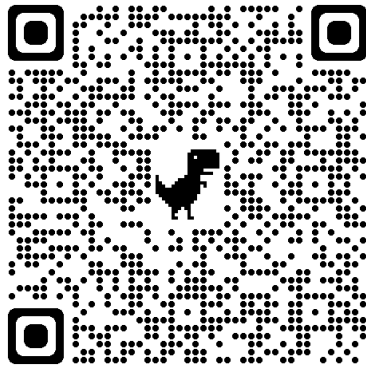
Website: <https://students.sheffield.ac.uk/301>

Email: 301@sheffield.ac.uk

Twitter: [@301skills](https://twitter.com/@301skills)

Instagram: [301academicskills](https://www.instagram.com/301academicskills)

[Sign up to our Newsletter](#)
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new 2023-24 programme
is open for bookings!



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Questions?