Writing Honestly – Copyright & Plagiarism

Denise Nicholson
Scholarly Communications Librarian
Scholarly Communications & Copyright Services Office
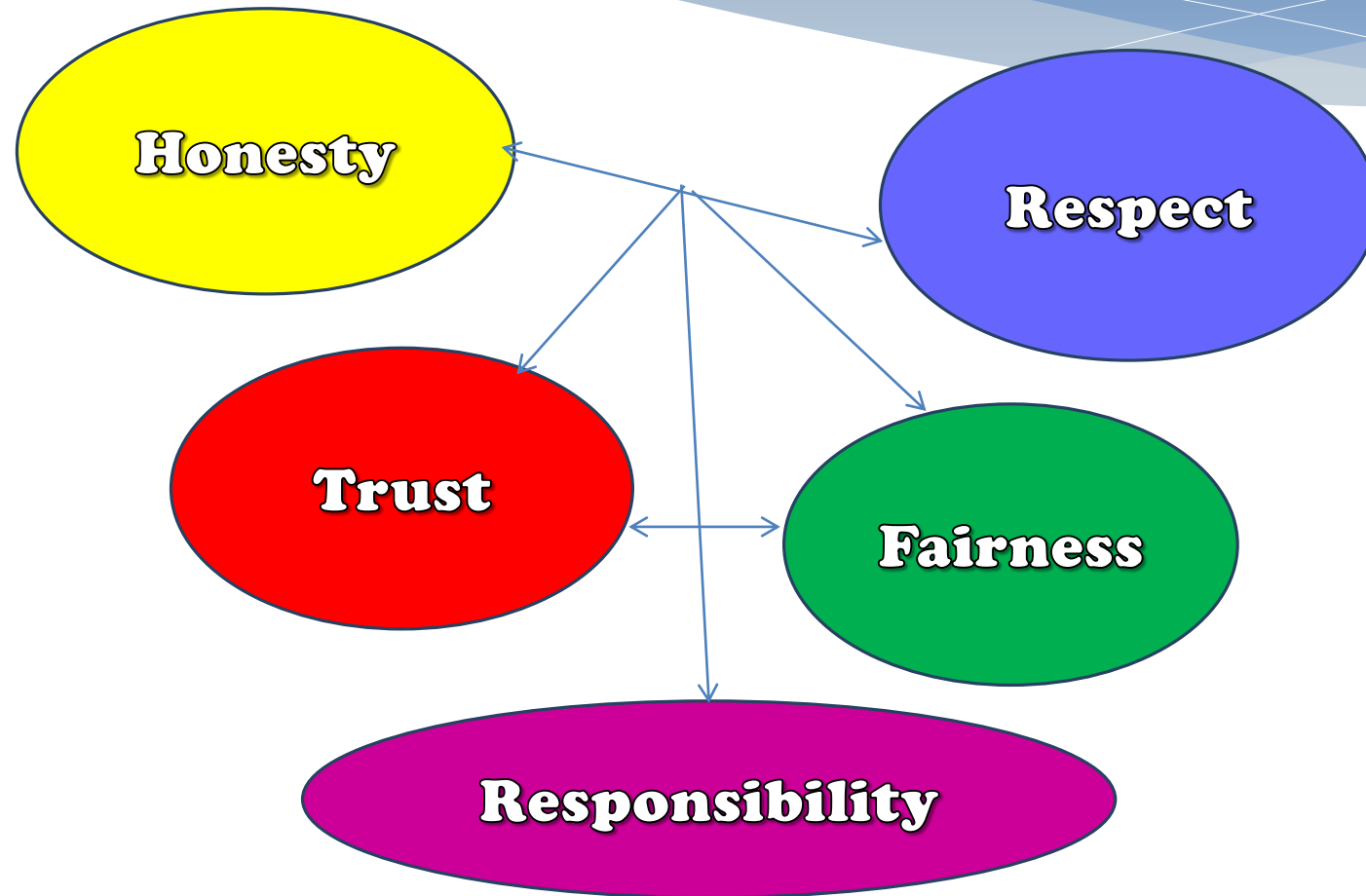**University of the Witwatersrand, Johannesbur**g
Denise.Nicholson@wits.ac.za

Rhodes University Research Workshop – 5 June 2019 2019

UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG

Academic integrity/values

Academic Writing

When doing research and writing, you must consider the following:

- **South African Copyright law**
- **Plagiarism**
- **Citation - proper acknowledgement**
- **Where and where not to publish, when required**

Managing your time to avoid stress - https://libguides.wits.ac.za/Scholarly_Research_Resources/Avoid_Stress)

Current Copyright Act

Copyright Act No. 98 of 1978 (as amended)
© - all rights reserved

* **It is a 'bundle' of exclusive rights that the law gives to authors and creators, to protect their original publications/works, and to earn an income,** *e.g. books, journals, newspapers, Web resources, films, music, images, art, plays, videos, broadcasts, computer software, maps, etc.*

* **Term of Protection: Author's life PLUS 50 years afterwards (i.e. for the benefit of their heirs). When this period expires, works go into the public domain ("copyright free")**
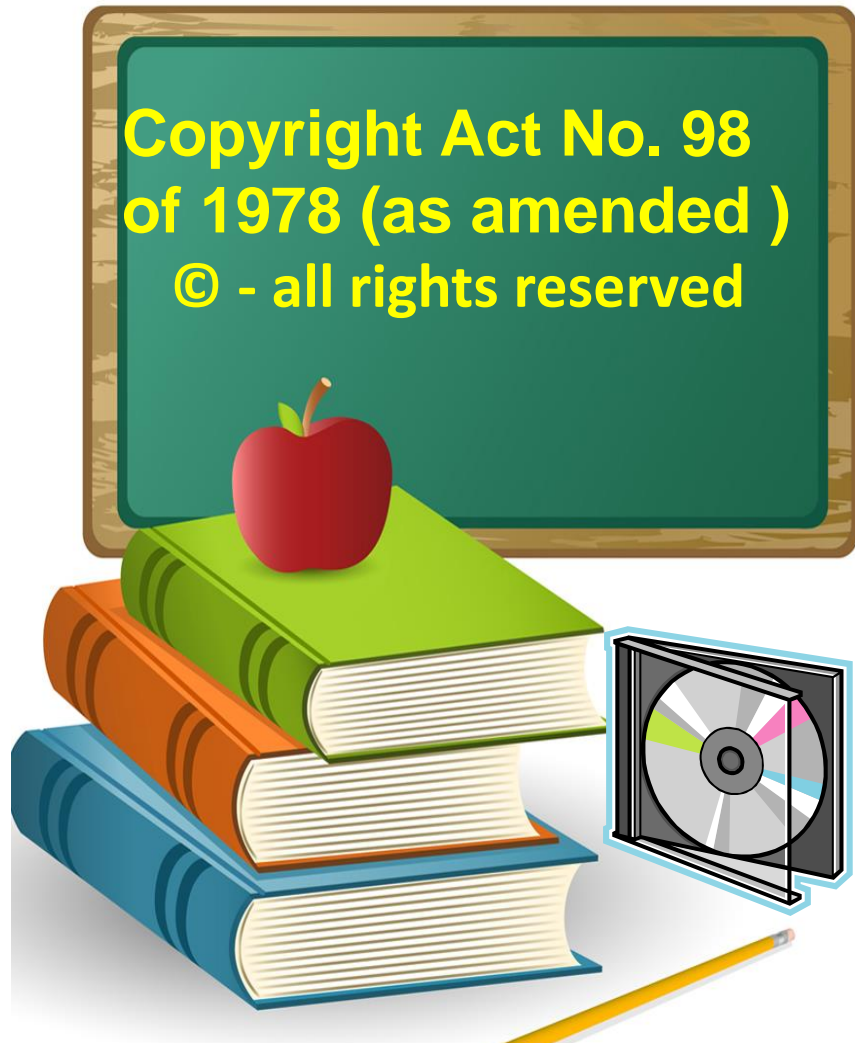
No Copyright Protection

Copyright protection does not extend to –

- **titles, names, slogans or short phrases,**
- **unwritten ideas,**
- **general facts, news of the day, or individual political speeches**
- **Govt. official texts, law reports & proceedings (*not commercially published*),**
- **Public domain material means copyright term has expired.**

Authors' Rights

- **Author/creator owns copyright but can belong to a third party:-**

  - **to the institution - institutional policy**
  - **to employer or newspaper – in course and scope of employment**
  - **by commission, or to a publisher – by assignment**

- **Authors <u>do not</u> have to sign away their rights under Copyright - see: Wits Author's Addendum at: http://libguides.wits.ac.za/openaccess_a2k_scholarly_communication/WitsAuthorsAddendum**

  Tips on how to negotiate an Addendum with a publisher - http://libguides.wits.ac.za/ScholarlyCommunication/Negotiating_Tips

  (See under Authors' Rights Tab)

- **Authors retain their Moral Rights –** *right to be named author of work and to protect the integrity and ownership of their work*

Did You Know?
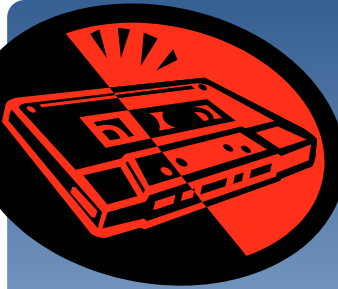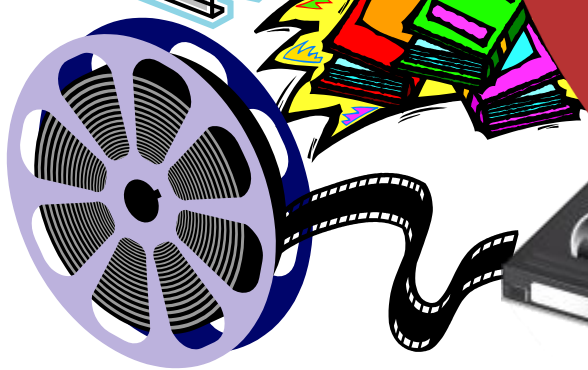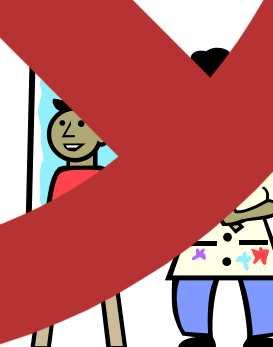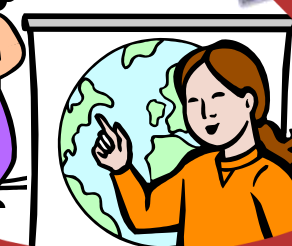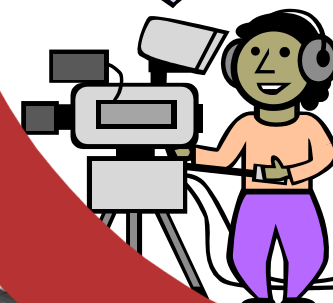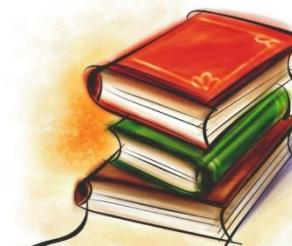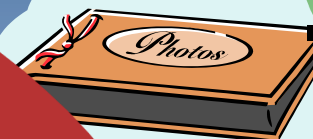
Current Copyright Exceptions

"Fair Dealing" - Section 12 of Act - No permission required for copying for:

- **Research or private study**
- **Personal or private use**
- **Criticism or review**
- **Reporting current events**
- **Quotation and 'by way of illustration' for teaching purposes**

Section 13 – limited exceptions - allow limited number of copies in classroom situation; a student may make copy for lecturer; librarian may make copy for student/lecturer.

How Much May You Copy?

- **'Fair dealing' – not defined in the law.**
- **Generally accepted usage:**
  - **10% or 1 chapter of a book**
  - **1 article from a journal issue**
  - **A full case study or law report (not only 10% of it)**

Resources on the current Copyright Law -
https://libguides.wits.ac.za/Copyright_and_Related_Issues

Copyright Guidelines re: current Copyright law -
https://libguides.wits.ac.za/Wits_Copyright_Guidelines

Internet / E-Databases

- **Access may be free - copying may not be, (e.g. PDFs, YouTube, music, etc.)**

- **Some websites have strict copyright conditions - others allow free usage, etc.**

- **When in doubt, check online copyright policies or ask for permission**

- **Government website – http://www.gov.za (*educational/non-commercial use*)**

- **Emails and letters – be aware of privacy, confidentiality, security issues, etc.**

- **Digital rights management /Technological protection measures – block or restrict access.**

- **Acknowledge sources – even if the works are free, Open Access, unpublished or copyright term has expired**

- **First point of call – Use Your Library's print and e-resources - All registered staff & students can download single articles for studies and research.**

Social Media

- Sharing online is currently infringement, but **Fair use** will allow this. Get permission, when necessary.

- Be careful what you place on social media. **Permanent tattoo** – can delete, but it doesn't go away

- Defamation and hate speech cases in SA

- Consider copyright, plagiarism, privacy and ethics issues

- *Totally Unethical - Medical students sharing confidential patient information, or taking selfies with cadavers & putting them on* FB

- Firms look at FB for potential employees

- Social media and SA law – 5 things you need to know - https://www.crlawchambers.co.za/social-media-and-the-south-african-law/

Getting Copyright Permission

Beyond copyright exceptions, you need to apply directly:

- **Printed works/artworks/photos – to publishers or DALRO (011-712-8000) or email to dalro@dalro.co.za**

- **Newspapers – to the Editor**

- **Out of print books and unpublished works – to Authors**

- **Wits publications, lecturers' notes, etc. – to Wits Research Office/Legal Office**

- **Employer or Company reports, documents – to CEO/relevant person in company**

- **Videos, films, CDs, DVDs, etc. –to Producers or Suppliers**

- **Sheet music/recorded music – to SAMRO (Tel. 011-712-8000)**

- **Computer programs – to Software producers/suppliers**

- **Web material – to Webmaster or Permissions Manager**

- **E-databases – Licence holders/Database providers**

Copyright Amendment Bill

- **Amendment Bill - introduces "Fair Use" (like US and a number of other countries) and new exceptions that allow more flexibility for lecturers, researchers, librarians, archivists, persons with disabilities, etc.**

- **Fair Use - 4 factors determine the usage of a copyright work**

- **Some Exceptions - allow PG students to include images, etc. in theses/dissertations (with acknowledgement); copying of full works in certain circumstances, e.g. showing a film for film or literature studies; a full musical work for teaching music; full work for preservation purposes for libraries/archives; format-shifting and conversion from old to new technologies, accessible formats for disabled people, etc.**

Process of Bill

- **Genesis of Bill in 2009 – various studies, commissions, etc.**
- **Published for comment in July 2015**
- **Various stakeholder meetings, workshops, a conference, public hearings, many calls for written comments, etc.**
- **15 November 2018 – Bill passed by Portfolio Committee on Trade & Industry**
- **5 December 2018 - Bill passed by National Assembly**
- **2 meetings in February & final call for written comments**
- **2 in March (6th and 20th) in Select Committee of National Council of Provinces for concurrence**
- **Approved by National Council of Provinces on 28 March 2019**
- **Waiting for signature by President Ramaphosa**

Benefits of Bill

- **Gives access and dignity to people with disabilities**
- **Facilitates access for research, teaching and learning, and social development.**
- **Enhances creativity and innovation and empowers authors & creators in the digital world**
- **Updates and 'future-proofs' our copyright law for the 21st century and 4th industrial revolution.**
- **Aligns SA's law with other progressive copyright regimes and international treaties**
- **Enables accessibility, and preservation of library & related collections**
- **Secures our cultural documentary heritage**
- **Regulates Collecting Societies to protect authors and creators from dying paupers**
- **Prevents unfair contracts from overriding legal exceptions**
- **Benefits ALL stakeholders**

Information about the Bill

- **Latest version of the Bill at:**
  https://libguides.wits.ac.za/ld.php?content_id=47021252

- **Questions and Answers on the Bill – see:**
  https://libguides.wits.ac.za/Copyright_and_Related_Issues/FAQs_CAB

- **Fair Use/Fair Dealing – definitions, benefits, best practice guidelines, different countries that have fair use or are considering fair use, etc. -**
  https://libguides.wits.ac.za/Copyright_and_Related_Issues/fairuse_fairdealing

- **Declaration of Support to President Ramaphosa, articles and other resources at:** https://www.re-createza.org/

- **Previous versions and documents, articles, comments, etc.**
  https://libguides.wits.ac.za/Copyright_and_Related_Issues

Avoid Copyright Issues – Use OA/OERs

- **Open Access Resources** – http://libguides.wits.ac.za/openaccess_a2K-scholarly_communication

- **Open Educational Resources-**http://libguides.wits.ac.za/Open_Educational_Resources **and** http://libguides.wits.ac.za/OERS4Humanities **(for Social Sciences and Humanities)**

- **Does it have a Creative Commons (CC) licence?** - http://www.creativecommons.org

- **Rather use your own photo, drawing, graph, image, where possible.**

Other OA Resources:

- **Project Gutenberg (out of copyright books)** - http://www.gutenberg.org

- **OA Legal Resources (SA and other countries)** – http://www.africanlii.org **&** http://www.saflii.org

- **Directory of Open Access Journals** – http://www/www.doaj.org

- **Directory of Open Access Books** – http://www.doabooks.org

- **Directory of Open Access Repositories** – http://opendoar.org

- **Directory of OA Scholarly Resources** - http://aims.fao.org/activity/blog/road-directory-open-access-scholarly-resources

What is Plagiarism?

- **Using and presenting someone else's work as your own, without properly crediting the original author/source.**

- **Plagiarist = "Word Thief" or "Cheat"**
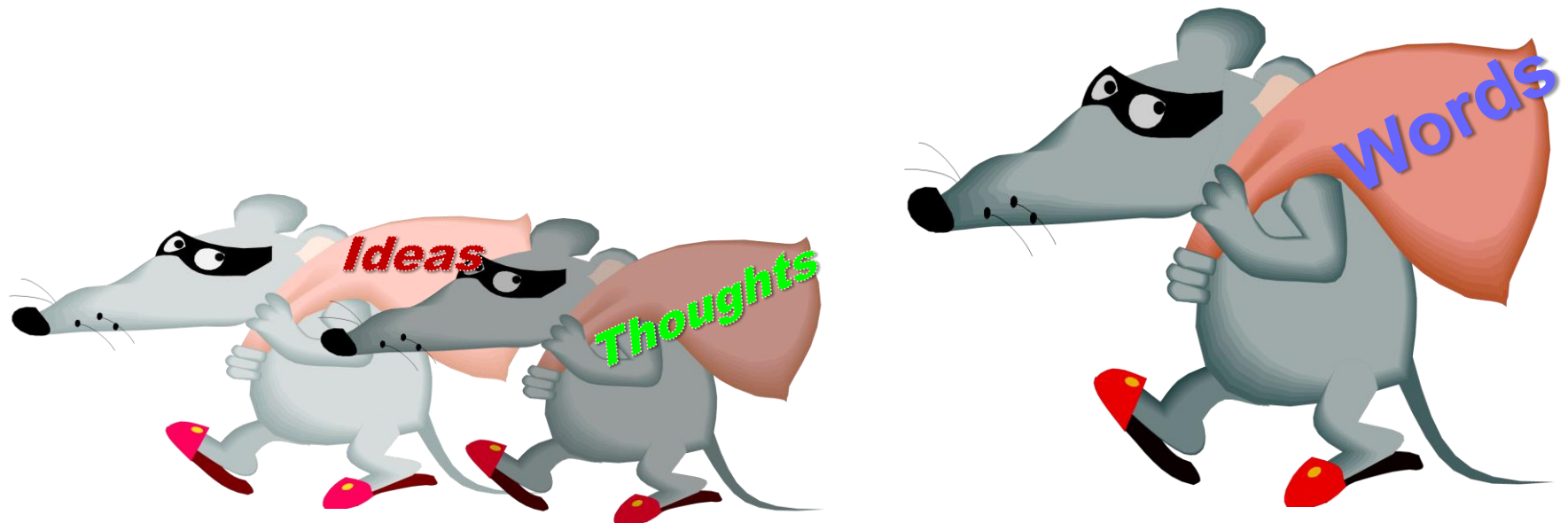
Copyright Infringement vs Plagiarism

Plagiarism:
When you don't say where you took it from

Copyright Infringement:
When you take it without permission

Too much Adapt Translate

Moral

Legal

Both: When you take it without permission and pass it off as your work

Detecting Plagiarism

- **Internet provides a rich library of material – powerful tool to check sources too**

- **Poor proof-reading**
  - **context changes, out of context paragraphs, missing footnotes, unusual vocabulary, different language styles, fonts, colours, spacing, different tense, false data and false references.**

- **Verbatim copying of lecturers' notes/books; presenting old assignments, or parents/friends' work; translating from foreign Web sources or cheat sites, etc. Fabricating data and falsifying the results of an experiment are another form of plagiarism.**

- **Academic dishonesty – e.g. Collusion (doing reports together without permission); Using chunks of Honours in a Master's dissertation without citation, or not citing a previous publication. Not acknowledging others who worked on a project with you, which resulted in a joint work/formulae, etc.**

Turnitin (similarity index)

Rules of Plagiarism

- **They teach respect for others' hard work**

- **They give us trust in the written work and sources**

- **We can trust that our work will be attributed**

- **They enrich academic discourse and knowledge-sharing**

- **Breaking the rules of plagiarism tarnishes us all!**

Effects of Plagiarism
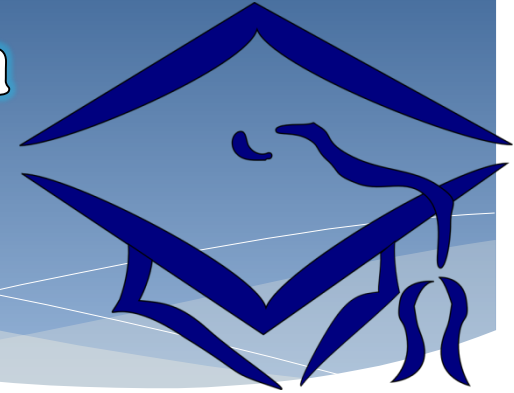
- **Undermines the rights of honest students**

- **Can affects moral rights/reputation of authors**

- **Affects Rhodes University's reputation**

- **Affects your studies or career!**

Try some tutorials:
http://libguides.wits.ac.za/plagiarism_citation_and_referencing/Plagiarism_Tutorials

When should you cite/reference?

YES - when it is a quote, paraphrased or someone else's ideas/thoughts, expressions, words, images

NO - if it is common knowledge, scientific truths, history dates, direct facts or your own thoughts/ideas

<u>YES</u> for: opinions, graphs, tables, statements, claims, theories, statistics, population figures, books and journals, magazines, newspapers, cartoons, plays, poems, lyrics, reports, manuals, guidelines, handbooks, brochures, leaflets, online content, online content, posters/audiovisuals, yearbooks, conference proceedings and presentations, manuscripts, Government publications, theses and dissertations, others' unpublished and published works, etc.

Examples of Common Knowledge

Facts:

- **Donald Trump is America's current President.**
- **Universities are places of higher learning.**
- **H_2O is the chemical name for water.**

Difference between fact and opinion:

- **The capital of France is Paris (fact)** *(can be proved with evidence)*
- **Paris, the capital of France, is my favourite romantic city in Europe (opinion)** *(cannot be proved – someone's viewpoint or personal experience)*
- **When in doubt, rather cite, than not.**

Citation & Referencing

Citation is a reference to someone's published/unpublished work, incl. images, etc.

Your **In-text** citations must **link up** with your **Reference list** at end of assignment.

See:-

In-text citation (book)(APA style):

"The project proved to be a great success but financially-draining" (Smith, 2007, p. 4).

Full reference at end of work:

Smith, J. (2007). *Project Management in Big Companies*. London, UK: Scribner.

When to cite (Tutorial)
https://ilrb.cf.ac.uk/plagiarism/whento cite/index.html
You quote it, you note it!
http://library.acadiau.ca/tutorials/plagiarism

Importance of References

References

- **acknowledge that your work includes quotes/extracts from other authors' works**
- **show your reader(s) the range and nature of your source materials and that you have researched the topic adequately**
- **help you find other relevant articles (wider or deeper into topic)**

- **Too few references/poor referencing may indicate poor quality of work. Good referencing can attract more marks**

Get into the habit of capturing the full source immediately

Quoting

Analogy: Cake = quotes/paraphrased extracts

Icing = your research input – your viewpoint!

When quoting, do not change the text – keep American spelling or errors. If a blatant error in it, you can put [sic] next to the word that is incorrect, which indicates you found it like that. If you paraphrase, you can correct spelling/errors.

Ensure you know who said the quote, especially if it is someone well known. Check, if not sure.

For famous quotes:- https://www.quotesdaddy.com/

Top 10 Quote Websites - http://freenuts.com/top-10-quote-websites

http://olddesignshop.com/wp-content/uploads/2012/09/OldDesignShop_ChoolatecIcedLayerCake.jpg

Referencing & Evaluating Sources

- **Various Referencing Styles**
  http://libguides.wits.ac.za/plagiarism_citation_and_referencing/ReferencingStyles
- **Referencing Tutorials**
  http://libguides.wits.ac.za/plagiarism_citation_and_referencing/Referencing_Tutorials
- **Referencing Managers**
  http://libguides.wits.ac.za/plagiarism_citation_and_referencing/Reference_Managers

- **Evaluating Sources**
  http://libguides.wits.ac.za/content.php?pid=284380&sid=2541923
- **Research it right**
  http://library.acadiau.ca/sites/default/files/library/tutorials/research/
- **Web evaluation**
  http://library.acadiau.ca/sites/default/files/library/tutorials/webevaluation/
- **Searching with success**
  http://library.acadiau.ca/sites/default/files/library/tutorials/websearching/

Improve Your Writing Skills

- **Paraphrase instead of quoting, where possible, because...**
  - **Copying and pasting is not your work - it doesn't reflect your thinking/opinion.**
  - **It shows you grasp the full meaning of the original & can present it in an authoritative way**
  - **Always reference and be consistent**
- **Write my Paper: an ultimate guide to perfect academic paper writing - http://paperfellows.com/write-my-paper**
- **How to Paraphrase rather than Quote – http://libguides.wits.ac.za/Scholarly_Research_Resources/Paraphrasing**
- **Quoting, Paraphrasing & Summarizing - http://www.byui.edu/academic-support-centers/writing/video-lessons-and-handouts/quoting-paraphrasing-and-summarizing**
- **Write it in your Own Words - https://owl.English.purdue.edu/owl/resources/619/1**
- **Academic Writing - https://owl.english.purdue.edu/owl/section/1/2/**
- **Using English for Academic Purposes - http://www.uefap.com/writing/writfram.htm**
- **Writing Tips – http://libguides.wits.ac.za/Scholarly-Research-Resources**
- **150 Resources to Help You Write Better, Faster, and More Persuasively - http://oedb.org/ilibrarian/150-writing-resources/**

Formatting/Typography

Guidelines on Typography and Formatting your Thesis or Dissertation

http://libguides.wits.ac.za/Scholarly_Research_Resources/Typography

Write till you drop
Nonyaki.blogspot.com
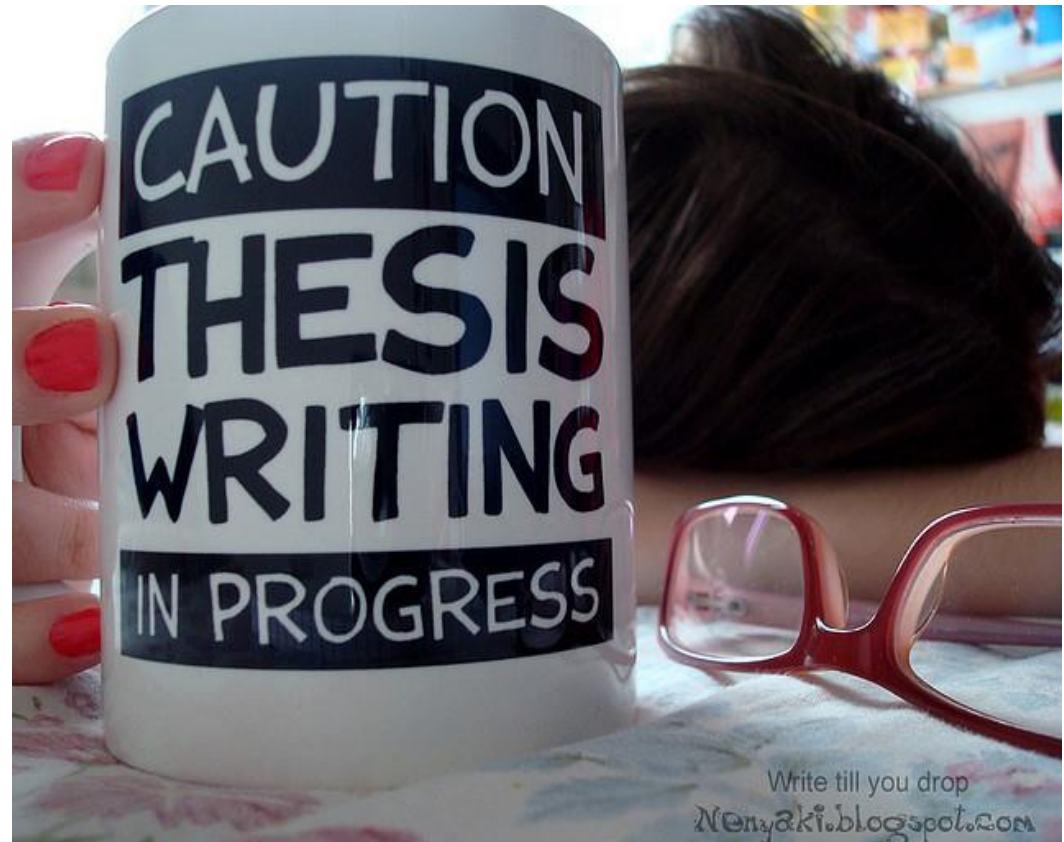
Proof Reading/Editing

- **Do not let an editor change your work or add his/her opinion**

- **An editor should make recommendations to you as to what needs changing (tracking or a separate document)**

- **Ask your Supervisor/School for recommended editors**

Before Public Disclosure or Publishing your Research

When considering making information based on research available to the public (on a website, or publishing an article, thesis, conference presentation, poster, non-confidential discussions with outside parties etc.) consider:

* Does it contain commercially applicable information? Patent perhaps?
* Is publication restricted under the T&C's of funding e.g. certain industry funders?
* Does a potential publisher's policy consider publication of a thesis to be a prior publication (max restriction 12 months)? If "yes" to any of the above:

  - Consider embargoing thesis or delaying publication until you have clarity
  - Speak to **your Tech Transfer Office** to assess intellectual property position.

Publishing Your Research

- **Resources on Publishing -** http://libguides.wits.ac.za/ScholarlyCommunication

- **Beware of Predatory Publishers (***Beall's Archived list up to December 2016)* **-** http://libguides.wits.ac.za/openaccess_a2k_scholarly_communication/Predatory_Publishers

- **Predatory Book Publishers (Do not use these publishers - OmniScriptum (formerly VDM Verlag) and Lambert Academic Publishers (LAP)**

- **Accredited Journals for DHET purposes (reputable journals) –** http://libguides.wits.ac.za/ScholarlyCommunication/accreditedjournals

- **Open access Publishing *(see sub-Tabs too)* -** http://libguides.wits.ac.za/ScholarlyCommunication

- **Directory of OA Journals –** http://www.doaj.org

- **Directory of OA Books –** http://www.doabooks.org

- **Scielo SA –** http://www.scielo.org.za

- **Targeting the right journal for your research -** http://www.slideshare.net/deanrathbone5/targeting-journals

Creating a Web Presence

- **If you have published, become visible online - use a research identifier (ORCID) http://libguides.wits.ac.za/Scholarly_Research_Resources/ORCID**

- **Academics should deposit copies (permitted version by publisher) in your institutional repository**

- **Also use academic platforms and social media, e.g LinkedIn and ResearchGate.**

- **For more information – see: http://libguides.wits.ac.za/ScholarlyCommunication/Web_Presence_for_Academics**

Useful Resources

Plagiarism, Citation & Referencing Styles
http://libguides.wits.ac.za/plagiarism_citation_and_referencing

Scholarly Research Resources (*Research Process, Resources, Funding, Tips)*
http://libguides.wits.ac.za/Scholarly_Research_Resources

Resources on Supervision
https://libguides.wits.ac.za/Scholarly_Research_Resources/Supervision

Conclusion

- **Copyright infringement affects sales/prices/production of educational material.**

- **Authors/creators can take civil or criminal action**

- **Plagiarism sets you up for failure!**

- **Wits will take strong disciplinary action**

- **You are the leaders, professionals & authors of tomorrow – let this be your motto!**

**Be Honest
Be Ethical
Do the right thing!**

Thank You

Denise Rosemary Nicholson
Tel. 011-717-1929
Denise.Nicholson@wits.ac.za

My LibGuides
http://libguides.wits.ac.za/prf.php?account_id=25548

Copyright & A2K Issues (Free Online Information Service)
To subscribe: email Denise.Nicholson@wits.ac.za
Archives at: https://africanlii.org/content/copyright-and-a2k-iss

Have a Nice Day

Example of Paraphrasing (1)

NEVER CHANGE THE MEANING OF THE ORIGINAL:

Original

The French lady played the piano with the beautifully carved legs at the music festival

Incorrectly paraphrase – changes meaning

The French lady with the beautifully carved legs played the piano at the music festival.

Correct:

At the music festival, the piano with the beautifully carved legs was played by the French lady.

Example of Paraphrasing (2)

Example

"Accounting can be seen as an important part of the total information system for a business" (Atrill, 2009 : 3).

Paraphrased

An important part of the information system for a business is accounting (Atrill, 2009).

(Source: http://www.utas.edu.au/accounting-communication-matters/writing-an-essay-or-report/referencing/paraphrasing)

Examples of Paraphrasing (3)

Example:

Students frequently overuse direct quotation in taking notes, and as a result they overuse quotations in the final [research] paper. Probably only about 10% of your final manuscript should appear as directly quoted matter. Therefore, you should strive to limit the amount of exact transcribing of source materials while taking notes. (Reference: Lester, James D. Writing Research Papers. 2nd ed. (1976): 46-47.)

Paraphrased:

In research papers students often quote excessively, failing to keep quoted material down to a desirable level. Since the problem usually originates during note taking, it is essential to minimize the material recorded verbatim (Lester, 1976).

Another version: Students often quote too much in their research reports. They should limit quoting to about 10% of the paper. While taking notes, you should try to reduce the amount of direct quotations from source materials.

Example of Paraphrasing (4)

Original:

"With some assistance, most university students are able to paraphrase effectively. Paraphrasing is difficult so students should be encouraged to practice by doing tutorials provided on the Library Plagiarism Libguide"(Nicholson, 2019, p. 3).

Paraphrased:

Paraphrasing is not an easy task. The majority of students can paraphrase in accordance with university standards, if they receive adequate support. They can consult the Library Plagiarism Libguide for practical exercises on paraphrasing (Nicholson, 2019).

Example of Paraphrasing (5)

Original Source:

Sergei V. Skripal, the former Russian spy and his daughter were nearly poisoned to death with a rare and toxic nerve agent in the beginning of March 2018, causing a furious confrontation between Russia and the West. This led to the expulsion of more than 150 Russian diplomats from more than 24 countries. (Schwirtz and Barry, 2018, para. 3).

Paraphrase:

More than 150 Russian diplomats were expelled from over two dozen nations following the poisoning of former Russian spy Sergei V. Skripal and his daughter in early March 2018. They both survived the extremely harmful nerve-agent attack that sparked a face-off between Russia and the West. (Schwirtz and Barry, 2018)

Example of Paraphrasing (6)

Original:

A simple menu of nutritious dishes will give kids the range of basic skills they need to prepare and cook with fresh ingredients, instead of getting their meal from a packet with all of the extra cost, unnecessary processing additives and packaging that goes with it (Oliver, 2006 : 1)

Paraphrased (in student's own words)

It's important for children to eat healthily. Ready meals often cost a lot more than freshly cooked meals and sometimes are not very healthy. Young people should learn to cook a few easy dishes so that they eat healthily (Oliver, 2006).

(Source: Oliver, J. (2006). My Manifesto for School Dinners. Retrieved on 2 February 2017 from: https://grist.files.wordpress.com/2007/07/jo_sd_manifesto.pdf?phpMyAdmin=06af156b761660 43e2845ee292db12ee)

Example from : http://www.digizen.org/downloads/Childnet_plagiarism_PowerPoint.ppt)

Reference List vs. Bibliography

- **Reference List** = includes all the sources of information that have been cited in a piece of work and is located at the end of the piece of work.

- **Bibliography** = includes all the sources used in the preparation of a piece of work - not just those that have been cited in the text of the work and included in a reference list. The bibliography is located at the end of the piece of work.

Source: http://amow.boardofstudies.nsw.edu.au/module2/module2_faq.html#_2_9