



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

Academic Skills (ACS)

Week 4: Referencing Recap & Plagiarism

Trawsnewid Addysg; Trawsnewid Bywydau
Transforming Education; Transforming Lives

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Discuss

Tell your partner:

- 1) One thing you remember about Research Skills from last week's lesson**
- 2) One thing you remember about referencing from last week's lesson (give an example if you can!)**

No repetitions allowed! (e.g. your partner cannot use the same idea!)

Check Understanding

Follow your teacher's instructions to compete in a referencing review challenge!

Plagiarism

- As you know, **Plagiarism** is more than copying text
- It's using someone else's words, ideas, data, images, or even structure without giving credit.
- There are many forms of plagiarism
- **Accidental plagiarism is still plagiarism**
- Even if you don't intend to cheat, failing to cite, misquoting, or paraphrasing incorrectly all counts.
- **Proper referencing prevents plagiarism**
- Citing the source whenever you use someone else's words or ideas is the simplest way to stay safe.

Match the Plagiarism to the definition

Work with a partner to match the plagiarism to the plagiarism definition.

1. Direct copying

**2. Paraphrase-
plagiarism**

3. Self-plagiarism

4. Patchwork writing

5. Collusion

A. Using someone else's exact words without giving credit.

B. Joining pieces from multiple sources into one text without proper referencing.

C. Collaborating with others but claiming the work as entirely your own.

D. Submitting your own previous work again as new without noting it.

E. Putting another person's ideas into your own words but forgetting to cite.

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Referencing RECAP

- 1. When do you need to provide an in-text citation in the main body of your assignment?*
- 2. What are the three ways you can refer to a source in your work?*
- 3. What information should you include when you provide an in-text citation? Are first names okay to use?*
- 4. What is the difference between direct citing and paraphrasing? Which one should you use more? Why?*

Recap Answers

- 1) *When do you need to provide an in-text citation in the main body of your assignment?* You need to provide an in-text citation in the main body of your assignment, **every time** you mention an idea or theme from an external source in your work. **EVEN IF YOU HAVE PARAPHRASED**
1. *What are the three ways you can refer to a source in your work?* Direct citing/quoting, paraphrasing, and summarising.
2. *What information should you include when you provide an in-text citation? Are first names okay to use?* Author's surname/Organisation name (if a website), year, and page number (**if quoting**). No, first names are not used.
3. *What is the difference between direct citing and paraphrasing? Which one should you use more? Why?* Direct citing uses the author's exact words. Paraphrasing puts their ideas in your own words. You should paraphrase more as you should use your own words more than others', and it shows you understand the sources you've read.

Referencing: Recap

- **Referencing** shows your ideas are based on reliable sources—not just made up. It's your way of saying, "Here's where I got this information."
- If you use someone else's work, you **must** acknowledge the source—that's what referencing is.
- Referencing is an **essential academic skill**. It shows you've **read widely** and **can support your arguments** with **expert evidence**.
- When referencing, **consistency and clear organisation** are key.
- Referencing also protects you from **plagiarism**, which is the use of someone else's words and/or ideas, without giving them credit (e.g. pretending their work is your own!)

RECAP: When to cite?

- You cite **any time** you are using the ideas **and/or words** of somebody else.
- You cite if you are sharing specific facts/statistics/dates/survey results/opinions of *experts*
- You do **NOT** cite if you are sharing general opinion or **your own opinion**
- You do **NOT** cite if you are using facts/information which are **commonly known** (e.g. remember our boiling water fact from earlier? That is commonly known and therefore does not need to be cited!)

Recap: How to Refer to Other Sources in Your Work

1. **A direct quotation:** Brown (2022, p.3) claims that adult students have “infinitely more difficulty with a study/work/life balance than those who attend university immediately after high school”.
2. **Paraphrasing:** Brown (2022) claims that adult students face significantly greater challenges in balancing their studies, work, and personal life compared to those who enter university directly after completing high school.
3. **Summarising:** Brown’s (2022) study examined the challenges of time management for adult students returning to university

Good academic writing is usually a mix of all three ways, however it is ok for you to use the first two more than the third for your first few reports!