

# ANTI-PLAGIARISM AND CITATION ORDER/REFERENCING TECHNIQUES

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Postgraduate supervision, held on  
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Catering Unit

# A. PLAGIARISM

- The action or practice of taking someone else's work, idea, etc and passing it as one's own
- It is simply literary theft (O.E. Dictionary 2000)
- In academic institutions, it is a vice which negatively impacts on the advancement of both the institution and the individual.
- The Library as custodian of information resources has the responsibility to ensure prudent use of the information
- The University community as a whole has to deal with plagiarism issues through raising awareness

# ANTI-PLAGIARISM TRAINING

9 February 2012: Office of the DVC, RPR

- Training for Senate members at School of Computing and Informatics
- Practicals on plagiarism check tools

# UON POLICY ON PLAGIARISM

30<sup>th</sup> August 2012 VC appointed Committee

1. Prof. J. Mariara – Chair
2. Prof. Otieno Odek
3. Prof. J. Ochanda
4. Dr. D. Ongore
5. Dr. L. Ikamari
6. Prof. E. Mutitu
7. Mrs. J. Were
8. Mr. J. Mwangi
9. Ms. E. Obachi
10. Mr. H. A. Liyai

Product: UON Plagiarism Policy March 2013 (UON Intranet)

# Implementation of Policy: Library Strategies, August 2013

## **Short term:**

- Use of notice-Board for relevant notices
- Use of E-mails (intranets) to alert the community on policies
- Formal meetings of University boards
- Help – desk platform
- Students' handbooks and brochures
- Communication skills/orientation sessions
- Open days and publicity events

# Implementation of Policy: Library Strategies

## Long term:

- Develop UON citation manual/Policy
- Explore – subscription to mobile alert services.
- Update Library rules to capture plagiarism issues
- Create a Library Unit to support Research Proposal writing and information search
- Formalise Information Literacy programmes incorporating plagiarism issues

# UON PLAGIARISM POLICY

## **Objectives:**

- Maintenance of academic integrity
- Strengthen innovativeness
- Encourage creativity
- Set rules for detecting, prevention and addressing plagiarism
- Establish mechanisms for reporting plagiarism
- Develop procedures for dealing with cases of plagiarism
- Operate within legal framework
  - Compliance with various Acts, Constitution and UON other Policies



# FORMS OF PLAGIARISM

15 forms spelt out touching students, researchers, supervisors, submission of papers, publishing, etc.

# POLICY STATEMENT

- 12 mechanisms to ensure detection, prevention and dealing with arising cases
- Awareness raising
- Committees at College level
- Procedures for detecting plagiarism
- Procedures for dealing with students' and staffs' works
- Penalties

# DECLARATION FORMS

4 – for students and staff

- Declaration – originality of work
- Plagiarism incident reporting form

## B. CITATION ORDER/REFERENCING TECHNIQUES

# KNOWLEDGE

- Isaac Newton, “I stood on the shoulders of giants to see far”
- Knowledge is cumulative – we build an existing stock of knowledge
- Re-inventing the wheel c.f. Redesigning for changing terrains?
- Therefore acknowledge the contributors
- Citation: Bibliography, References, Quotation, Footnotes
- Impact: Quality literature analysis, research output and standards of presentation

# IMPORTANCE

- Information explosion and quick access to information sources
- Acknowledge sources used:
  - Intellectual honesty c.f. plagiarism
  - Attribution and credit
  - Assumed permission copyright conventions
- Give authority – More extensive research done
- Access to sources for further research, reading, discussion
- Academic standards and requirements

# STYLES AND STANDARDS

- Evolved and designed by institutions
- Ensure easy access
- Accuracy
- Consistency – LHD or RHD
- Set essential bibliographic details

# STYLE MANUALS

- Issued by establishments – publishing, printing, research, professional bodies
- Guidance on typography, spelling, capitalization, punctuation, bibliographic description
- Quality and consistency of output
- Diversity:  
Harvard, Chicago, Modern Language Association (MLA), American Psychological Association (APA), British Standards Institution, Cambridge handbook
- Importance:
  - Consistency for whichever used
  - Local adoption and customizing
  - Individual researcher's preferences



# SOURCES CITED

- Book
- Chapter
- Article
- Report
- Conference paper
- Newspaper article
- Audiovisual materials
- Internet

# BIBLIOGRAPHIC DETAILS

- Authorship – Individuate, corporate, editor, compiler
- Title – Main, Sub-, Parallel
- Place – City/Town
- Publisher
- Year
- Edition
- Pagination
- Series
- Illustrations
- Appendices

# STRATEGY

- Good citation does not start after writing a paper
- Starts at the conceptualization stage of the research problem
- Think about what you have read, literature search/survey, writing, bibliography
- Note-taking and bibliographic details of works used is essential

# REFERENCES

- Neville, Colin: The complete guide to referencing and avoiding plagiarism. McGraw Hill, 2<sup>nd</sup> ed. 2010
- Online sources – various style guides based on conventional styles
- Note: Web address for databases is not a complete source

THANK YOU