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PLAGIARISM POLICY

Plagiarism is prohibited conduct under Section I(B)(1) of the *Loyola University Chicago School of Law Code of Student Conduct*. Students are expected to know the principles of plagiarism and the correct rules for citing sources. When a law student submits any written project such as an assignment to a professor, a submission to a student publication, an application for a scholarship or award contest, or writing samples for interviews, the student represents that he or she has complied with this plagiarism policy. **Lack of intent is not a defense to a charge of plagiarism.**

Plagiarism is the use of words or ideas from another source without proper attribution to the original source. Lawyers and law students often reference other sources. However, it is critical, from the standpoint of both integrity and style, to appropriately identify and credit any excerpts, quotations, or paraphrasing of concepts drawn from any other source.

Avoiding plagiarism requires appropriate use of citations. Every sentence that is not an original thought must be cited. The use of citations identifies for the reader when material is drawn from another source, as opposed to reflecting original thought. Though it may be accepted in other academic or professional programs, citing intermittently (for example at the end of paragraphs or sections) is insufficient in any of the written projects covered by this plagiarism policy.

The Legal Writing Institute's website includes a publication entitled *Law School Plagiarism v. Proper Attribution*, which outlines the following rules for working with authority:

1. Acknowledge direct use of someone else's words.
2. Acknowledge any paraphrase of someone else's words.
3. Acknowledge direct use of someone else's idea.
4. Acknowledge a source when your own analysis or conclusion builds on that source.
5. Acknowledge a source when your idea about a legal opinion came from a source other than the opinion itself.

The Legal Writing Institute, *Law School Plagiarism v. Proper Attribution* 4 (2003), <http://www.lwionline.org/publications/plagiarism/policy.pdf>

As these rules indicate, you are required to appropriately acknowledge the source for any language, ideas, and analysis in your written work.

If you use words or phrases from a source, attribution with a citation is required but is insufficient on its own. A citation alone does not appropriately acknowledge your direct use of language from another source. In addition to including a citation, you must also place that material in quotation marks, or in a block quotation format if appropriate. If you use language that is not a direct quotation but is substantially similar to language in your source, you will most likely need to paraphrase more thoroughly or use quotations for relevant portions to avoid plagiarism.

Further, a change in language or the order of the language does not make the *idea* your own. Attribution still is required. It is plagiarism to take a discussion, words, or ideas from any authority, without crediting the original source, even if the material has been paraphrased.

If you are uncertain how these principles apply to your work, you are responsible for seeking clarification from your professor or faculty advisor.

For any writing project in law school, you should keep your notes and other materials. Students are required to keep all drafts, research notes, and any materials used in completing their writing assignments for a year or until otherwise notified by the professor. Please note that submissions may be checked through detection tools, such as Turn-It-In and/or similar resources. Also, faculty and advisors may supplement this policy with additional information and requirements.