POLITECNICO DI MILANO

Citing sources to avoid plagiarism
edited by S. Farina e M.C. Garanzini – March 2014

Area servizi bibliotecari di Ateneo

How to avoid **plagiarism**

Citation **Type**

Citation **Style**

Bibliography

Using someone else's work (article, book, web-page, images, diagrams, statistics), or a part thereof, copying or reworking it without citing the source.

(See Law n. 633/1941 and modifications, regarding «diritto d'autore»)

Plagiarism is a crime punishable in civil, criminal and administrative law.

Follow these basic rules:

➔ **Use accurately direct quotation** : when the source of the information is given literally, use the same words and include complete references in footnotes, or enter in brackets () Author surname, publication year.

➔ **Use accuratelyindirect quotations**: when the source of information is given indirectly, to paraphrase or synthesize, in other words, the thought of an author, include complete references in footnotes, or enter in brackets () Author surname, publication year

➔ **Cite sources**

Bibliographic citations are used to:

➔ **Cite documents** (volumes, single articles or other texts) **referred to** in another document.

➔ **Demonstrate that you are aware** of the major areas of thought in your specific subject.

➔ **support the points** you are making by referring to other people's work. This will strengthen your argument.

➔ **Short direct quotations**

➔ **Long direct quotations**

➔ **Indirect quotation**

(For the international standards see the UNI ISO 690-2007 and UNI ISO 690-2:2004)

We want to use a part of this document

telegram script on "Communications" rattled out through clouds of trains, telephones, remote controls, freeway intersections, film spools, records, and televisions (figure 2.7).[28] For the designer of film, television, and the urban environment—where typography was liberated from the mechanical letterpress and hurled into freeform motion—the best lessons came from futurist and dadaist recklessness, not Bauhaus and Festival of Britain prudence. "Living City's" graphic designer Peter Taylor believed.[29]

Interest in the relationship between language and urbanism, and the most exotic celebration of formless ephemerality, hailed as well from situationism. The situationists were engaged at the time in raising the art of city living to the level of politics. Their influence had been imported into the ICA by Ralph Rumney, a founding member of the Situationist International in 1957,[30] and the group made an infamous appearance at the ICA in 1960, a few months after the ICA's screening of the early situationist film *Hurlements en faveur de Sade* had created scenes of unprecedented ill-temper.[31] When the situationist Constant spoke at the ICA in November 1963, Archigram personnel Peter Cook,

Michael Webb, and their friend Cedric Price joined the audience,[32] and Archigram made some effort to stay in touch with him.[33] Ron Herron purported to find Constant's theories baffling, and Dennis Crompton was disappointed by the lack of structural detail in Constant's architectural designs, but in retrospect the failure to cultivate closer contacts with the situationists was one of David Greene's great regrets for Archigram's development.[34] That the affair between Archigram and the situationists remained unconsummated says something about the Archigram project: opportunist, empiricist, and "English," while the Paris-centered group pursued the theoretically elaborate, politicized "grand plan." If these differences between British and Continental approaches were not explicit in the early sixties, by the end of the decade Archigram had been made acutely aware of them (as will be discussed in chapter 4), defiantly celebrating their supposed freedom from dogma as they were questioned by the left.

At "Living City," the attraction to situationism, while never cited explicitly, was made clear by the little show's culmination in a section on "Situation" (figure 2.8): "all of us in varying

2.7 Anon., Communications in Living City, *montage for "Living City," 1963. By celebrating environmental noise, the new associates of* Archigram *were doing the exact opposite of what urban designers were meant to do.*

Page by: Sadler, S. Archigram : architecture without architecture. Cambridge : MIT press, 2005, p. 58.

➡ If you quote a distinctive phrase (**2 or 3 lines**), or even a single distinctive word, place it in quotation marks " " or «».

Sadler observes that "*interest in the relationship between language and urbanism, and the most exotic celebration of formless ephemerality, hailed as well from situationism.*"

It can start with

➔ **ellipsis marks**. In general, use a blank space, three points, then another space when you omit words at the beginning of a sentence.

➔ **three points** in square brackets […] or (…): when you omit words in the middle of a sentence.

➔ **square brackets** indicate alterations. For example, if you need to supply a character's name where a quotation has a personal pronoun, or a pronoun for a noun.

➔ If your quotation is longer than four lines, do not place it in quotation marks. Instead, set it off as a **block quotation**.

> *Sadler observes that:*
>
> *Interest in the relationship between language and urbanism, and the most exotic celebration of formless ephemerality, hailed as well from situationism. The situationists were engaged at the time in raising the art of the city living to the level of politics. Their influence had been imported into the ICA by Ralph Rumney.*
>
> *…*

➔ when you **paraphrase an idea** or special information from a source—that is, if you restate the idea, but alter the exact wording.

There is a fine line between plagiarism and **paraphrasing**. If the wording of the paraphrase is too close to the wording of the original content, then it is plagiarism. The main ideas need to come through, but the wording has to be your own.

You **must cite** that source.

Which style do I use?

There are different types of international referencing styles that can be used in your work.

The two methods more in use are:

⭲ *author-date* system

⭲ *a numbered* system

Sadler (2005) observes that"*interest in the relationship between language and urbanism, and the most exotic celebration of formless ephemerality, hailed as well from situationism.*"

According to the author-date system the complete bibliographic citations are given only in the final bibliography.

> *Sadler observes that* "*interest in the relationship between language and urbanism, and the most exotic celebration of formless ephemerality, hailed as well from situationism.*"*(1)*

According to the numbered system the complete bibliographic citations are given only in the footnotes and in the final bibliography.

Example of Footnote:

(1) Sadler, S. Archigram : architecture without architecture. Cambridge : MIT press, 2005, p. 58

Basic Format

Author, the complete *Title,* Place of Publication, Publisher, Date of Publication.

Colten, Craig E. An Unnatural metropolis: wrestling New Orleans from nature. Baton Rouge: Louisiana State University Press, 2005.

↘ use the Last name, First name format for the author.

↘ cite three authors' names in the same order they are listed on the cover, use a comma between the authors' names.

↘ if there are more than three authors, you may either mention only the first one and add *et al.*, or give all the names.

↘ if no author is given, the entry is indexed by title.

Basic Format

Author, Title of Article*,* in *Name of Publication,* Volume number, Issue details, Date of Publication, Number of page(s)

Campanella, R., D. Etheridge, and D. J. Meffert. "Sustainability, survivability, and the paradox of New Orleans" in Annals of the New York Academy of Sciences 1023, (2004): 289-299.

↘ For author names follow the same rules as for authors of books.

Basic Format

Author, Conference Paper Title, *Conference Title that Includes Conference Date and Location*, Conference Editor(s), City of Publication, Publisher, Date of Publication, Number of page(s)

> *Smith G., Materiali polimerici in Convegno su additivi per materiali polimerici, Atti del 24. convegno internazionale su additivi per materiali polimerici, Milano 26-30 ottobre 2001, a cura di M. Andena, Milano, Polipress, 2002, p.737-750.*

↘ For author names follow the same rules as for authors of books and articles.

Basic Format
Author, *Title,* Date, URL (<http.://www…..>) [date of access]

7. FEMA. Project Impact: Building a Disaster Resistant Community. Vol. 98-0137-P. Washington, D.C.: Federal Emergency Management Agency, 1998, http://purl.access.gpo.gov/GPO/LPS61154*., [18/11/2013]*

⮷ If no author is listed, begin the reference with the title. If a Web resource does not include a date of publication or the date it was last updated, use the abbreviation *n.d.* (for no date) just as you would for a book or article with no date. As Web documents can change or disappear at any time, your reference should include the last date that you viewed the document.

⮷ in the References at the end give all the information you have and the full address (URL) of the resource you quoted or referred to.

Basic Format

Image description, from Author, Title, Place of publication, Publisher, Date of publication, Page number.

> *Perspective drawing of Peace Hotel*
> *From: Wang Jun, Beijing Record : a physical and political history of*
> *planning modern Beijing, New Jersey, World Scientific, 2011, p. 205*

↘ When you include an image in a paper that you are writing or in any part of an academic assignment, you need to cite it just as you would cite a source such as a book or a newspaper article.

At the end of any scholarly or academic paper it is necessary to insert a list of all the materials that were used or referred to.

An incomplete or inaccurately compiled bibliography can decrease the value of the paper.

The web-sites referred to can be inserted in the general bibliography (in this case the Title of the bibliography will be "Bibliography and web-links") or can be listed separately.

Once you have settled on a style, apply it <u>consistently</u> throughout the work, in bibliography too.

Examples of bibliographic citation:

Harvard British Standard

SADLER, S., 2005. Archigram : architecture without architecture. Cambridge : MIT press.

MLA style

Sadler, S. Archigram : architecture without architecture. Cambridge : MIT press, 2005.

→ Keep a list of the works you look at as you look at them, perhaps on index cards or using a software such as RefWorks.

→ All the bibliographic information can generally be found either on the cover (or dust jacket) and title page, or on the page directly behind the title page.

→ Make sure every source quoted in your footnotes is in the bibliography.