

CHEMUN

(MLA) CITATION Guide & Plagiarism Explanation



American International School of Chennai

Written by Minha Park and Junwon Choi.

This guide aims to clear some misconceptions and confusions on plagiarism, and furthermore help you to not plagiarize when writing any documents related to Model United Nations.

What is plagiarism?

According to Merriam-Webster's online dictionary, to plagiarize is to "to steal and pass off (the ideas or words of another) as one's own : use (another's production) without crediting the source." In other words, when you plagiarize, you take information directly from a source without crediting the original author.

This can be committed in two ways:

1. You directly copy and paste from the source.
2. You take the information and rewrite it in your own words without giving credit.

↳ Both are equally wrong and will NOT be tolerated at CHEMUN.

For example, if I were writing on an issue regarding diabetes and steps to combat it, I could commit plagiarism by taking statistics or facts from the World Health Organization (WHO) and not citing the organization.

Taking the above example, let's assume that the WHO announced, in a public statement, (and this is a very much made-up scenario)

"...Last year, we have attempted, during a step of raising awareness, to quantify the effects that diabetes, both types I and II, have on our daily lives. **Currently, an estimated amount of 43% households around the world are affected by diabetes.** The study was carried out by taking samples of ..."

If I were writing my report, the first form of plagiarism would be:

... As previously mentioned, diabetes affects those around us everyday. **Currently, an estimated amount of 43% households around the world are affected by diabetes.** As this number shows, ...

As you can see, I directly took the words from the WHO and included it in my report without giving due credit.

The second form would look similar to this:

... As previously mentioned, diabetes affects those around us everyday. **For example, an expected amount of 43% of families worldwide are influenced by diabetes.** As this number shows, ...

*Bolded portions are the plagiarized phrases in both examples.

But why is plagiarism an issue?

Plagiarism is taking the words and ideas of one entity and displaying it as your own. This is done even if you don't mean to, and this is especially why citing your sources are important.

If I simply paraphrase information that I researched, I would be plagiarising. I must include, after the paraphrased text, where I took the information from. Not doing so will suggest that you were the first person to find out that piece of information.

For more information, visit <http://www.plagiarism.org/article/what-is-plagiarism>.

In fact, plagiarism is illegal in the US. From the above link and US law, words are considered as one's "intellectual property," meaning that it carries the similar weights as inventions and patents. (Plagiarism.org)

Furthermore, taking the step to ensure that all information that you utilize are cited correctly furthers your own understanding of the topic, which is an aspect that you should aim to do with your preparation for CHEMUN.

How do I not plagiarize? - A guide to MLA Citations

Not plagiarising is giving credit to information that you use so that people reading your articles or reports can identify and access the same sources that you used. To do so, you should include as much information as you can about the source to make the process of finding it as easy as possible.

People and individual organizations have taken steps to make sure that systems are in place give people credit where it is due. There are three widely used citing sources: MLA, APA, and Chicago. While each have their own purposes, CHEMUN aims to utilize MLA (Modern Language Association) citations. Specifically, MLA 8 will be used, which is the newest standard of MLA citations aimed to reflect the increasing presence of online works.

MLA 8 has two main types of citations: in a works-cited/bibliography section of your report and an in-text type.

[The Purdue Online Writing Lab](#) has excellent information regarding MLA citations. Most, if not all, information that I will be writing down below about MLA has been taken from the Purdue Online Writing Lab. Information that I have otherwise taken from other sources will be noted next to the information.

For your bibliography, citations will, at most, contain 9 pieces of information, called elements, in the following order:

- “
1. Author
 2. Title of source
 3. Title of container
 4. Other contributors
 5. Version
 6. Number
 7. Publisher
 8. Publication date
 9. Location
- “

(taken directly from <https://owl.english.purdue.edu/owl/resource/747/01/>)

Author

The author's name should be written by a complete last name, a comma, the rest of the name (first name and middle name, if applicable), and a period. For example, if I ([Minha Park](#)) wrote a study and someone went to cite my study, that person would write '[Park, Minha.](#)' If someone wanted to cite [Harry S. Truman](#), former president of the United States, that person would write '[Truman, Harry S.](#)'

Title of Source

Next, the title of source. The title of source should be fully written without shortening it in either one of two styles, depending on the type of source: within quotation marks or italicized. Following the title of source should be a period. The [IRSC Libraries](#) writes out when to do what.

From IRSC Libraries, source titles should be italicized "if the source is self-contained and independent." Examples would be "Titles of books, periodicals, databases, and Web sites."

On the other hand, source titles should be in quotation marks “if the source is part of a larger work. [For example,] articles, essays, chapters, poems, Web pages, songs, and speeches” would be in quotation marks.

Citing a website called “Guide to MLA” made by Minha Park would look like the following:

Park, Minha. *Guide to MLA*.

In the case of a quotation mark-surrounded title of source, the period would go inside of the quotes. For example, if someone were to cite a song that I made called “MLA Citations,” the citation would look like the following:

Park, Minha. “MLA Citations.”

In the case of images, include the title of the image if possible. If the image does not have a title, include a short description of the image. The description should not have any other formatting, such as quotation marks. Refer to the [EasyBib guide](#) for further information.

Title of Container

Newly added to the 8th edition of MLA, containers are what the source is listed under. Think of it as the larger whole. For example, if you took a New York Times article (information) from Newsbank (database), Newsbank would be your title of container.

Titles of Containers are italicized and have commas following them.

Furthermore, containers may be within containers. In this case, list the smaller container first, followed by the larger container.

Other Contributors

Certain sources may have been created by individuals in addition to the author; those who may be credited include editors, illustrators, translators, etc. For example, if I want to cite a report called “(MLA) CITATION Guide & Plagiarism Explanation,” written by Minha Park and edited by Junwon Choi (similar to the report you are reading at this very moment), the citation would look like the following:

Park, Minha. “(MLA) CITATION Guide & Plagiarism Explanation.” Edited by Junwon Choi.

Note that the additional contributor has their name displayed with their first name first, followed by their last name. End this element with a comma.

Version

Versions must be noted when different versions of the source exist. For example, textbooks are often found with varying versions; you must note which version of the source the information is from.

Versions, after noting them, should be finished with commas.

If the example mentioned above was a 6th edition of a CHEMUN guidebook series, it would look like the following:

Park, Minha. "(MLA) CITATION Guide & Plagiarism Explanation." Edited by Junwon Choi. 6th ed.,

Number

Numbers are often written in 2 parts: the volume (abbreviated 'vol.')

 and the number (abbreviated 'no.') with commas separating each segment. If necessary, other titles could be used.

If the example mentioned above was included as part of a journal with both volume and issue numbers of Volume 6 and Number 2, it would look like the following:

Park, Minha. "(MLA) CITATION Guide & Plagiarism Explanation." Edited by Junwon Choi, vol. 6, no. 2.

Publisher

Sources available to the public are usually distributed and produced by a publisher. If there are more than one publishers relevant to your work, you should include them in your citation, separated by a forward dash (/).

For example, if I want to cite a report called "(MLA) CITATION Guide & Plagiarism Explanation," written by Minha Park, edited by Junwon Choi, produced and distributed by the American International School of Chennai in association with a group named CHEMUN, it would look like the following:

Park, Minha. "(MLA) CITATION Guide & Plagiarism Explanation." Edited by Junwon Choi, vol. 6, no. 2, American International School of Chennai/CHEMUN.

Publication Date

The publication date is used to identify sources that were published on differing dates, as the same source could have revised information as time elapses. The publication date should be written as DD/month/YYYY, where the month would be written as “Jan./Feb./Mar./Apr./May/June/July/Aug./Sept./Oct./Nov./Dec.” (IRSC Libraries). The day and year would just be written as numbers.

If the example mentioned above was published in 2018, it would look like the following:

Park, Minha. “(MLA) CITATION Guide & Plagiarism Explanation.” Edited by Junwon Choi, vol. 6, no. 2, American International School of Chennai/CHEMUN, 2018.

If this is the last element in your citation (if there is no specified location), end with a period. Otherwise, end with a comma.

Location

The location could be given in 3 types (and possibly more): page numbers, the URL, and the physical location where you came across the information. Again, be as specific as you can so that readers can easily identify the source that you utilized when writing your document. End this element with a period.

In the case of page numbers, ‘p. ##’ is used for a single page and ‘pp. ## - ##’ is used for consecutive pages (IRSC Libraries).

URLs should not have http:// or https:// prefixes. For example, the Google homepage would be, in an MLA8 citation, ‘www.google.com.’

If the example mentioned above was written in the Library of the American International School of Chennai, it would look like the following:

Park, Minha. “(MLA) CITATION Guide & Plagiarism Explanation.” Edited by Junwon Choi, vol. 6, no. 2, American International School of Chennai/CHEMUN, 2018, Library of the American International School of Chennai.

Any elements that are not relevant or do not have any related information can and should be excluded from the citation.

Creating in-text citations

In-text citations are literally in-text citations. They are condensed versions of the citations that are put in the bibliography, but located with the text that includes the information taken from the cited source. Simply, the in-text citation is just the author's name and the page number, if applicable, in parenthesis. Otherwise, include enough information so that the reader can recognize the bibliographical counterpart of the source for further research.

For images, include the name of the image or the description used in the full citation for the bibliography next to or under the image.

Other forms of in-text citations also exist. For example, you could write "According to (source)," Again, as long as the reader can recognize the source and find specific details within the bibliography, the in-text citation has done its job.

What do I not cite?

All information that you take should be cited in both your bibliography and in-text citations.

However, you may come across some instances where putting a citation might be excessive. For example, you read on a reputable source that an increased amount of atmospheric greenhouse gases leads to global warming. Should this be cited or not?

The issue is that the above information could be considered as 'common knowledge' by some and not by others. Common knowledge does not have to be cited, as it may just clutter the writing and detract from the flow of reading.

The truth is, the boundary between 'common knowledge' and 'expertise' is very thin and subjective to many, if not all, people. Thus, to be on the safe side, citing all sources you use is the best course of action. It is, after all, better to have more than enough sources so that anyone reading your report or article can continue their own research.

How to use this guide

Student Officers

Student Officers will primarily use this guide to check over their required work, which include Research Reports and Committee Guides (if applicable). Main chairs, who will be responsible

for all work within their own committee, will check for plagiarism in all documents produced by themselves and his/her co-chairs before submitting them to the Secretariats. As part of their responsibility, student officers will work with their school's delegates affiliated with their committee and help all delegates draft resolutions during lobbying time; they may refer to this guide to check delegates' submitted research and resolutions.

Delegates

Delegates, when submitting any writing, will not have any portions of plagiarized information. Paraphrasing information taken from other sources should be done using words differing from the original in a sequence that is unique and distinct from the original source.

Resolutions' clauses, both preambulatory and operative, should be originally thought of by all submitters and co-submitters, whether their names are listed on the resolution or not. Thus, resolutions could (and should aim to) be free from need of citations. However, should need be, as resolutions do not have any locations for bibliographies, any required pieces of citations should be done in-text without breaking the structure of resolutions. Please refer to the [CHEMUN Delegate Guide](#) for further details regarding the resolution.

MUN Advisors

As CHEMUN aims to help and work with all schools and organizations who participate in our annual conference, we highly encourage MUN Advisors to make use of this guide for their schools' MUN club/community. Please feel free to share this guide with your student officers and delegates who plan on participating in CHEMUN or pursuing MUN in general.

Useful Sources

Plagiarism.org - General knowledge and information about plagiarism.

EasyBib - For creating citations online. Simple and easy to use.

Citation Machine - Similar function to EasyBib.

Turnitin - Useful resource for plagiarism check, especially for advisors. Requires payment.

Purdue Online Writing Lab - Explains MLA Formatting in detail. Refer to this site for further information regarding citing sources.

IRSC Libraries - Contains explanations of all elements of MLA8 under the “Works Cited Core Elements” tab. Useful for understanding the specifics of the elements of MLA8.

NoodleTools - Paid student research platform with MLA, APA and Chicago/Turabian bibliographies, notecards, outlining. A useful resource for managing sources and their relevant information.

Bibliography

The Purdue OWL. Purdue U Writing Lab, 2016.

“LibGuides: MLA Style Guide, 8th Edition: About MLA.” *IRSC Libraries*, Springshare, irsc.libguides.com/mla/aboutMLA.

“What Is Plagiarism?” *Plagiarism.org*, Turnitin, 18 May 2017, www.plagiarism.org/article/what-is-plagiarism.