

A Reminder about Plagiarism and Self-Plagiarism

Because all lectures will be offered online this semester, you should expect to have more opportunities to submit a report as an assignment. When you write a report, always keep in mind that, regardless of the length of the report, it is essential to include proper citations, with no omissions. If you copy words, statements, or thoughts from other studies and papers without proper acknowledgement of their origins, it will be considered **plagiarism**. Plagiarism is a serious form of academic misconduct and is unacceptable in any situation. Plagiarism includes plagiarizing your own work (such as your report submitted to another course), which is called **self-plagiarism**. **Plagiarism and self-plagiarism, when identified, can result in losing credits for all courses taken in the semester and even suspension.**

To avoid plagiarism and to protect yourself, please follow the three guidelines below.

1. When you quote words, statements, or thoughts from other studies and papers, you must acknowledge their origin and include references to them in a reference list.
2. To distinguish between your own work and someone else's, include proper citations (down to the page number) in the main text.
3. Even when you copy words, statements, or thoughts from your own work, you must acknowledge the origin.

New students will learn how to avoid plagiarism in the course “Basic Seminar.” Other students should occasionally revisit the contents of the course.

For more details about plagiarism and self-plagiarism, refer to the following pages on the website of the School of Political Science and Economics.

「Avoiding Plagiarism」

<https://www.waseda.jp/fpse/pse/assets/uploads/2015/06/Avoiding-Plagiarism.pdf>

「Self-Plagiarism in Reports, Papers, and Theses」

<https://www.waseda.jp/fpse/pse/assets/uploads/2015/06/Self-Plagiarism-in-Reports-Papers-and-Theses.pdf>