

Internet Research Guidance for Students

Please remember that when using the internet or books to do research for your work, you should not use the copy and paste function. It is important that you read material and then explain what you've learned in your own words. Copying and pasting words and passing them off as your own is called plagiarism. Exam boards, colleges and universities do not tolerate plagiarism and it can have very serious repercussions.

Your teachers know what your writing looks and sounds like. If your work doesn't read like your teachers are used to, they may suspect you've copied and pasted your work. A simple Google search reveals where your work has come from. If you have plagiarised, then you should re-complete the task without the use of the internet. This will happen until your teacher is satisfied that the work you've submitted is your own.

Below are some tips to help you avoid plagiarism and conduct good research.

- When you read something useful on a website or in a book, note down what you've understood in **your own words**. Then when you come to write up your work, you won't risk using identical wording.
- Note down where the ideas you've used have come from, and who they belong to. If you've taken inspiration from their work, and it's appropriate in the task you're doing, you should acknowledge the author. This is very common in real world academia.
- Sometimes the temptation to copy and paste comes from frustration with work. Instead of resorting to the internet, send your teacher your questions. They will direct you to the right help.
- Be critical of what you're reading. Educational websites like BBC Bitesize are generally very trustworthy and designed for school research. However Wikipedia, for example, can be edited by anyone and often contains inaccurate information. News websites aren't always trustworthy either. You should always criticize everything you read.