

BIOL 4900

are many forms of plagiarism. Perhaps the most blatant form is copying from some other source without citing that source. Other types of plagiarism include using a paper written by another and presenting it as your own work or the improper citation of references. When paraphrasing, the author of the paraphrased material must be properly cited, and, when words are taken directly from another source, their author must be properly cited and any quoted passages must be placed within quotation marks for short quotations or in a separate paragraph properly formatted with special indentation for longer quoted passages.

3. Extent of symbiosis within *Anabaena*

- i. Number of species
- ii. Distribution of species
- iii. Proportion of species exhibiting symbiosis with

For books by a single author or a group of authors:

- Cronquist, A. 1981. *An integrated system of classification of flowering plants*. Columbia University Press, New York. 1262 pp.
- McNaughton, S. J. and L. L. Wolf. 1973. *General ecology*. Holt, Rinehart and Winston, Inc. New York. 710 pp.
- Reed, C. F. 1977. *Economically important foreign weeds*. Agriculture Handbook No. 498. United States Department of Agriculture. Washington, D.C. 746 pp.

For chapters in books:

- Baker, H. G. 1965. Characteristics and modes of origin of weeds, Pp. 147-172, in: Baker, H. G. and G. L. Stebbins (Eds.), *The genetics of colonizing species*. Academic Press, NY.
- Chase, M. W., D. E. Soltis, P. S. Soltis, P. J. Rudall, M. F. Fay, W. H. Hahn, S. Sullivan, J. Joseph, M. Molvray, P. J. Kores, T. J. Givnish, K. J. Sytsma and J. C. Pires. 2000. Higher-level systematics of the monocotyledons: an assessment of current knowledge and a new classification, Pp. 3-16, in: Wilson, K. L. and D. A. Morrison (Eds.), *Monocots: Systematics and evolution*. CSIRO Publishing, Collingwood, Victoria.

Miscellaneous instructions. Before beginning your research, become proficient with the system required by your instructor for proper citation of references. When photocopying articles or other materials, use the models provided by your instructor as guides to write the full reference citation, properly formatted, at the top of the first page of photocopied material. Errors can be readily corrected with minimal difficulty, if a good sharpened pencil is used instead of a pen.

Bear in mind that the student is expected to read and comprehend all cited materials. As each source is read and studied, notes should be taken with proper documentation, including the full reference citation. Detailed and precise citation of the range of page numbers for each journal article and total number of pages for each book are essential documentation. Note cards or larger sheets are useful to keep track of notes and documentation. Although direct quotations are prohibited in the term paper, if your notes include direct quotations, then set these off using quotation marks to avoid errors of plagiarism later. All sources of information should be accurately and scrupulously recorded at this stage of your research to avoid errors of plagiarism later.

I should reiterate here that direct quotations will not be allowed on the term paper; therefore, it is imperative that you paraphrase all ideas, data, or information of others in your own words and properly cite the sources of the paraphrased material. Also bear in mind that your term paper should provide evidence that you understand the content of your work and that you have assimilated and integrated ideas from a variety of sources. A long, unbroken string of citations of the same source certainly suggests over-

discuss the topic, and the remaining five minutes will be reserved for questions and general discussion.

