

## **How to avoid plagiarism in your papers and thesis**

*All seminar paper and thesis are submitted to the InSIS and checked automatically by the antiplagiarism system.*

*Moreover, you will provide your thesis electronically for the University library and it will be in public use – if the University receives a proof that it contains any plagiarism, for example in translation, your diploma will be cancelled.*

### **Follow the gold rules:**

**You have to quote all sources you used in your thesis in direct quotations, indirect quotations or just as ideas already considered.**

**You should not use in your seminar papers and thesis materials from other sources without citing them, even not information from any web page.** For example, if any paragraph is taken directly from any journal, you should provide the complete citation (word by word), then the direct quotation must be inserted into quotation marks and the citation must be linked in the Bibliography to the exact material used.

The same is effective for translations: if you translate word by word, it is a direct citation (quotation marks and a link to the used exact source are required).

**Bibliography is consisting just from sources that you quoted in the text – nothing more! Vice versa, all the sources in the bibliography should be found in the text.**

**You cannot use your own text already provided within any seminar paper or other paper without quoting it!**

**Be very careful: the ethics rules do not allow to submit your paper or its important part twice in order to accomplish two different tasks. It means that any seminar paper cannot be included in your final thesis.**