

RADFORD UNIVERSITY

Student Standards and Conduct

Avoiding Plagiarism Sanction Instructions

You have two options, listed below, to complete your plagiarism sanction.

Please submit proof of completion from the Library by e-mail to conduct@radford.edu or bring it to the Office of Student Standards and Conduct in Heth Hall, room 207. Include your case #, full name, and RUID#. Keep a copy for your personal records.

For assistance with either option one or two, please contact McConnell Library directly.

Research Help Desk: 540.831.5696

Ask a Librarian IM chat via box on library.radford.edu

Email: refdesk@radford.edu

Option One:

Drop In Workshop: APA Library Survivor

This workshop addresses how to avoid plagiarism and use APA style, the most popular citation style at Radford University. Workshops are held in McConnell Library. Dates and times may be found at <https://www.radford.edu/content/library/instruction/drop-in-workshops.html>. Because of limited space, we recommend that students register for a seat at the Research Help Desk. Registration begins one hour before the session starts. The instructing librarian will take attendance and email the names of participants to conduct@radford.edu for credit.

Option Two:

If you cannot attend a face-to-face session, self-enroll in the Avoiding Plagiarism workshop via Desire2Learn (D2L). This self-paced tutorial uses videos and quizzes to cover the same content as the workshop, but it can be taken at any time. Upon completion, you can share your quiz scores with professors using the D2L e-portfolio system.

[Here are the instructions for self-enroll:](#)

1. Log in to the RU portal and click on the D2L icon.
2. On the opening D2L page, click on Self Registration in the light gray bar.
3. You will see a list of course offerings. Choose Library Workshops, which should be hyperlinked in blue if you are not already enrolled. Follow instructions in D2L from there.
4. Once you are enrolled, go back to your D2L courses by clicking on the Radford University icon at the top left of the screen.
5. Library Workshops will now be listed as an option under My Courses in your D2L. Select Library Workshops.
7. There are 7 different modules:
APA for Undergraduates, Avoiding Plagiarism, APA for Graduate Students, Selecting Databases, Identifying Original Research Articles, PICO, and DNP Library Orientation. You can use the 'arrow' signs to the right of each module to open and close its contents.
8. For this sanction, you ONLY need to complete the Avoiding Plagiarism module
9. Click on Welcome to the Avoiding Plagiarism Module to begin the session. Each step will load in a new page.
10. Quizzes are automatically graded by D2L.

11. For full credit you must complete and pass the Avoiding Plagiarism Graded Quiz with 80%.

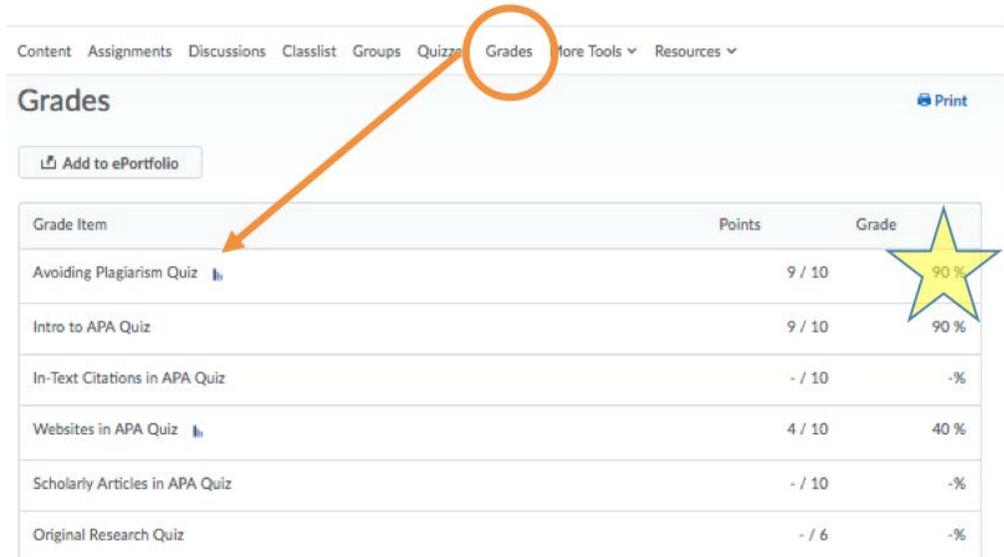
As a part of the Avoiding Plagiarism module you will take a pre-test, **we do not need to see proof of your pre-test.** When you complete the course then you will take the **Avoiding Plagiarism GRADED QUIZ, these are the results we need in order to mark your sanction as completed.**

The screenshot displays the 'Avoiding Plagiarism' course interface. On the left is a navigation sidebar with a search bar and a list of topics: Bookmarks, Course Schedule, Table of Contents (55), APA for Undergraduates (17), **Avoiding Plagiarism (1)**, APA for Graduate Students (29), Selecting Databases (1), Identifying Original Research Articles (1), PICO (checked), SuperSearch Introduction (1), and Community Nursing - Evaluating Sources (5). The main content area shows a progress bar at 90.91% (10 of 11 topics complete) and a 'Print' button. Below are sections for Materials, Quizzes, and Self Assessments. The 'Materials' section lists several web pages, all marked as complete with checkmarks. The 'Quizzes' section includes 'Avoiding Plagiarism: Pre-Test' (marked with a dot) and 'Avoiding Plagiarism: GRADED QUIZ' (marked with a checkmark). The 'Self Assessments' section lists 'Activity #1: What do you know about plagiarism?' and 'Activity #2: Quoting, Summarizing & Paraphrasing', both marked with checkmarks. An orange circle highlights the first two self-assessment items, with an orange arrow pointing to the right.

When you have finished the modules send us a screen shot showing your completed sanction:

- ✓ Make sure your name is visible
- ✓ Make sure you passed with an 80% or higher score
- ✓ Email to conduct@radford.edu, fax to 540-831-5866, or deliver to Heth 207
- ✓ We do not need the pre-test information

To verify you passed we need to see a copy of the second image, refer to the orange arrow and the yellow star for more information.



Grade Item	Points	Grade
Avoiding Plagiarism Quiz	9 / 10	90 %
Intro to APA Quiz	9 / 10	90 %
In-Text Citations in APA Quiz	- / 10	-%
Websites in APA Quiz	4 / 10	40 %
Scholarly Articles in APA Quiz	- / 10	-%
Original Research Quiz	- / 6	-%