**Plagiarism – when do I need to reference**

* General knowledge fact – no reference
* Common knowledge fact – no reference
* Other facts – reference
* Opinion - reference
* Direct quotation - reference

**Question Answer Action**

Is it an opinion, or is it a fact?

**Opinion** Reference required

**Fact**  Go to next question

Is it a fact which I think any educated person might know (general knowledge)?

**Yes** No reference required **No** Go to next question

Is it a fact which my Teacher would expect me to know without having to look it up (common knowledge)?

**Yes** No reference required

**No** Reference required

**Always reference a direct quotation**

* Take a note of all your references as you go along
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