

Use It Right

Trace sources, credit creators, and make lawful choices.

11.R.1.G "Define the meaning and consequences of plagiarism and follow ethical and legal guidelines for gathering and using information."

NAME _____

DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline each action Maya takes or could take to use information ethically and legally. Circle each statement that explains plagiarism or a consequence of misuse.

Maya's Heat Infographic

- ① When Maya prepares an infographic about extreme heat in her city, she gathers information from the county health department, a university study, and interviews with two residents. For each published source, she records the author, title, publication date, web address, and date she viewed it. For each interview, she notes the speaker's name, date, and key points. These records let readers check her evidence and help Maya avoid presenting another person's words, ideas, data, or images as her own. That misuse is plagiarism, even when it happens by accident or involves only a few copied sentences.
- ② Before drafting, Maya separates exact language from her own notes. If she uses a sentence exactly, she places it in quotation marks and identifies its source. If she restates a study's finding in new language, she still credits the study because the idea and evidence are not hers. A citation is not merely a link dropped at the end, it should lead readers to the specific source used. Copying a classmate's chart or using an AI-generated paragraph without acknowledging how it was used can also misrepresent authorship. Schools may impose academic consequences, such as a zero, revision, or disciplinary action; damaged trust can last longer.
- ③ Maya then chooses visuals for the infographic. A photograph found through an image search is usually protected by copyright, so credit alone does not automatically give permission to copy it. She can create her own image, use a public-domain image, or follow the terms of a Creative Commons license. Some licenses require attribution, prohibit commercial use, or require adaptations to be shared under the same license. Limited quotation or use may sometimes qualify as fair use, but schoolwork is not automatically fair use. When uncertain, Maya selects a permitted resource or asks the copyright holder.

2 ANSWER WITH EVIDENCE _____ Use the passage

1 What details does Maya record for each published source, and why are those records useful?

2 How should Maya handle an exact sentence from a source differently from a restated finding?

3 Why is crediting the photographer not always enough to use an online photograph? Give one lawful choice Maya can make instead.

4 Identify one academic consequence of plagiarism and one longer-term consequence named in the passage.

3 YOUR TURN _____ Your own words

Imagine you are creating a one-page fact sheet about a local issue. In 70 to 90 words, explain how you will use one fact, one exact quotation, and one visual ethically. Name what information you will record or credit, and explain one step that prevents plagiarism or copyright misuse.

PART 1 • READ AND MARK

Underline each action Maya takes or could take to use information ethically and legally. Circle each statement that explains plagiarism or a consequence of misuse. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	What details does Maya record for each published source, and why are those records useful?	She records the author, title, publication date, web address, and date viewed. The records help readers check her evidence and help her track what came from each source.
2	How should Maya handle an exact sentence from a source differently from a restated finding?	She should put an exact sentence in quotation marks and identify its source. She should use her own language for a restated finding but still credit the study.
3	Why is crediting the photographer not always enough to use an online photograph? Give one lawful choice Maya can make instead.	Credit does not automatically give permission to copy a copyrighted photograph. She can create her own image, use a public-domain image, follow a Creative Commons license, or ask the copyright holder.
4	Identify one academic consequence of plagiarism and one longer-term consequence named in the passage.	Academic consequences include a zero, revision, or disciplinary action. A longer-term consequence is damaged trust.

PART 3 • YOUR TURN (SAMPLE ANSWER)

For a fact sheet on bus safety, I will paraphrase crash data from the state transportation department and record the report title, date, URL, and page number. I will quote City Engineer Rosa Chen from my March 4 interview, "Lighting helps riders see hazards," and cite the interview. I will use a photo I take at a bus stop, rather than copying an online image. Keeping source notes and marking quoted words will prevent plagiarism and show readers where each claim began.

Accept equivalent source-tracking details and lawful image choices supported by the passage. For the open response, look for a fact that is credited, an exact quotation that is identified, a lawful visual plan, and a clear plagiarism or copyright prevention step.