

HOW TO PREVENT HIGH SIMILARITY INDEX ? (AVOIDING PLAGIARISM)

Careful treatment of other's works (acknowledge and cite)

1. Acknowledge the work of others: namely; ideas, concepts and findings
2. Keep quotation marks (inverted “commas”), if you borrow exactly the sentences from others
3. Paraphrase (express the same meaning with different words) the sentences properly
4. Take notes properly
5. Acknowledge the common scientific knowledge

Steps in *Paraphrasing*

- (a) read carefully
- (b) understand properly
- (c) rewrite the sentence or paragraph without looking at the text
- (d) check to see the difference in words and grammar
- (e) give reference the paraphrased text, if it is some one's ideas.

Additional **tips** to *paraphrase* well

1. Understand the sentence and identify independent clause there in
2. Identify the key words
3. Change words as many as possible
4. Change as many structures as possible
5. Maintain the order
6. Change active to passive / passive to active voice
7. Change phrases to clauses and vice-versa

Tools to write effectively and to avoid *high similarity index and plagiarism*

Use Turnitin to check the similarity and to have clues how to reduce the level of similarity and improve your writing with paraphrasing and citation.