

Ethics, Anti Plagiarism, Research Management & Citation

Qualitative Social Research Method

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Lecture Outline

01 Why Are Ethics Important in Research?

02 Principles of Research Ethics

03 Ethical Issues in Qualitative Research

04 Plagiarism: Definition and Types

05 Plagiarism Detection and Prevention

06 Research Management

07 Citation and Reference Writing System (APA 7th)

08 Academic Integrity

Research Ethics

Why is Research Ethics Important?

Protecting Participants

Ensure that no physical, psychological, or social harm occurs to research subjects.

Maintaining the Integrity of Science

Valid and reliable research results build solid knowledge.

Building Public Trust

The public can trust the results of scientific research if the research process is carried out ethically.

Legal and Institutional Obligations

Many institutions require ethics approval before field research can be conducted.

Principles of Research Ethics

1

Informed Consent

Participants must be fully informed about the research and consent to it voluntarily.

2

Confidentiality & Anonymity

Participant identities and data are kept confidential and may not be disclosed without permission.

3

Non-Maleficence

Researchers are obliged to avoid all forms of harm to participants (do no harm).

4

Voluntary Participation

Participation is voluntary; participants have the right to withdraw at any time.

5

Transparency & Honesty

Researchers must be honest about the aims, methods, and findings of the research.

Special Ethical Issues in IR Qualitative Research

Ethical Challenges in the Field

- Access to sensitive informants (officials, refugees, conflict victims)
- Power imbalance between researchers and participants
- Identification risk in small communities

Good Ethical Practices

- Preparing the informed consent form
- Maintaining anonymity in data transcription
- Reporting to the institutional Ethics Committee
- Give participants the right to check data

Anti-Plagiarism

Plagiarism: Definition and Impact

"Plagiarism is the act of taking another person's words, ideas, or work and presenting them as one's own without proper attribution."

Types of Plagiarism

- Direct plagiarism (copying word for word)
- Paraphrasing plagiarism (paraphrasing without citation)
- Self-plagiarism (reusing one's own work)
- Mosaic/patchwork plagiarism
- Accidental plagiarism (negligent in providing citations)

Plagiarism Penalties

- Zero grade / failed the course
- Suspension or dropping out of university
- Revocation of academic title
- Withdrawal of articles from journals (retraction)
- Permanent reputation damage

Plagiarism Prevention & Detection

Make it a habit to note down sources

Note each source read from the beginning, including the URL, page, and date of access.

Use Direct Quotes

Use quotation marks if using the original sentence, and provide a complete reference.

Use Turnitin/iThenticate

Check the similarity index before submitting scientific papers.

Paraphrase Correctly

Change the entire sentence in your own words, not just replacing a few words.

Take advantage of Reference Manager

Zotero, Mendeley, or EndNote help manage references and prevent citation errors.

Develop Your Own Scientific Voice

Practice analyzing and synthesizing literature with your own perspective and arguments.

Research Management

What is Research Management?

Research Management is the process of systematically planning, organizing, implementing, and supervising all research activities to produce valid, ethical, and timely output.

Research Planning

Formulate the topic, research questions, and methodological design from the outset.

Time Management

Create a realistic research timeline/schedule with measurable milestones.

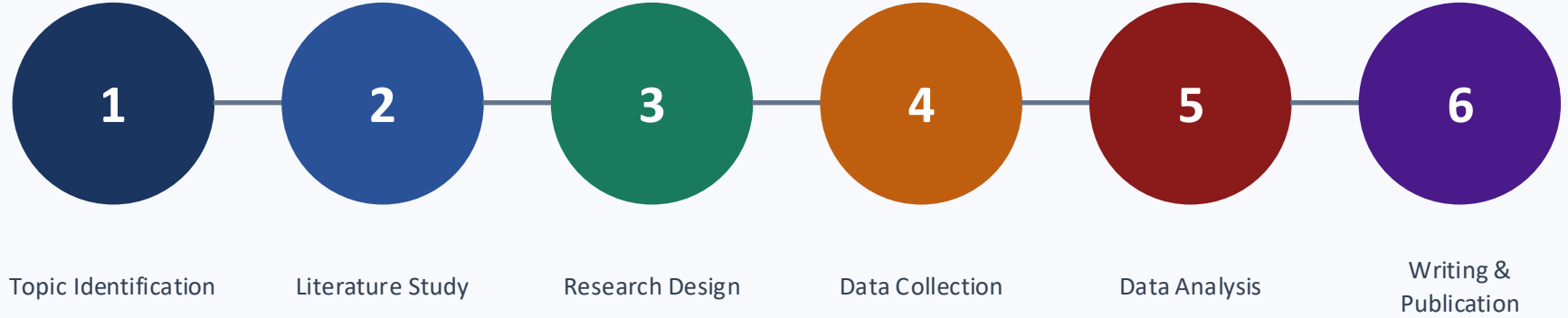
Data Management

Store, organize, and protect research data in a safe and orderly manner.

Team Collaboration

Clear division of roles and responsibilities in group research.

Research Management Cycle & Timeline



Effective Research Management Tips

- Use a project management app (Trello, Notion, or a simple spreadsheet) to monitor progress.
- Store all data in structured folders with consistent file naming and backup regularly.
- Document every methodological decision in a research journal or field notes.

Citation and Writing References

Why Are Citations and References Important?

Providing Intellectual Credit

Respect the work and contributions of the original authors.

Demonstrating Academic Foundation

Strengthen arguments by showing that claims are supported by valid sources.

Enable Verification

Readers can search and verify the sources used.

Avoiding Plagiarism

Correct citation is the primary way to avoid academic misconduct.

Building Scientific Conversations

Placing the work within a broader intellectual tradition.

Institutionally Mandatory

International scientific writing standards require consistent citation.

In-Text Citation: APA 7th Edition

In-Text Citation (Parenthetical & Narrative)

Type	Format	Example
1 writer	(Name, year)	(Creswell, 2018)
2 writers	(Name & Name, year)	(Halperin & Heath, 2020)
3+ writers	(Name et al., year)	(Smith et al., 2019)
Direct quotes	(Name, year, p. X)	(Bryman, 2016, p. 42)
Narrative	Name (year) states...	Lamont (2015) states...

Writing a Reference List: APA 7th

Books

Format: Name, I. (Year). Book title: Subtitle. Publisher.

Contoh: Creswell, J. W. (2018). *Qualitative inquiry and research design: Choosing among five approaches* (4th ed.). SAGE Publications.

Journal Articles

Format: Name, I. (Year). Title of article. Name of journal, Vol(No), pp. <https://doi.org/xxx>

Contoh: Smith, A., & Jones, B. (2020). Qualitative methods in IR. *Journal of International Relations*, 5(2), 112–130. <https://doi.org/10.xxxx>

Chapter in Edited Book

Format: Name, I. (Year). Title of chapter. In E. Editor (Ed.), Title of book (pp. xx–xx). Publisher.

Contoh: Lamont, C. (2015). Research design in IR. Dalam C. Lamont (Ed.), *Research methods in IR* (hal. 45–68). SAGE Publications.

Online Sources / Websites

Format: Name, I. (Year, Month Date). Page Title. Site Name. URL

Contoh: United Nations. (2023, March 15). Human rights report 2023. UN Official Website. <https://www.un.org/...>

Reference Management Tools

Zotero

Free

Open-source, easy-to-use, Word & Google Docs plugins available. Highly recommended for students.

Mendeley

Free

Features an integrated PDF reader, academic networking, and cloud sync. Owned by Elsevier.

EndNote

Standar industri riset, fitur lengkap, tersedia di banyak universitas melalui lisensi institusional.

Recommendation for students: Start with Zotero — it's free, stable, and compatible with a variety of citation styles including APA 7th.

Academic Integrity

Six Pillars of Academic Integrity

Honesty

Trust

Fairness

Respect

Responsibility

Courage

Forms of Academic Violation

Plagiarism

Serious

Using someone else's work without proper attribution.

Data Fabrication

Severe

Creating data or results that were never collected.

Falsification

Severe

Manipulating data, equipment, or research processes.

Collusion

Moderate

Collaborating on individual assignments without the lecturer's permission.

Contract Cheating

Serious

Paying someone else to do academic work.

Ghostwriting

Serious

Publishing work written by others as one's own.

Policies & Code of Ethics in Academic Environment

Standards at Unpad

- Minister of Research, Technology and Higher Education Regulation No. 20 of 2017 concerning the Provision of Professional Allowances for Lecturers & Honorary Allowances requires publications with integrity.
- Turnitin is used as a plagiarism detection tool at UNPAD — the similarity index limit is generally <25%.
- Academic violations may result in academic and administrative sanctions.
- Students are required to sign a statement of originality for each scientific paper.

Researcher Code of Ethics

- Report findings honestly, including negative findings or those that contradict the hypothesis.
- Do not manipulate data to support desired conclusions.
- Acknowledge the contribution of all research team members proportionally.
- Be transparent about potential conflicts of interest.

Class Discussion: Case Study

Case 1

Incomplete Citation

A student wrote an essay that included five sentences from a book without quotation marks, but included the author's name in the bibliography. Is this plagiarism? Why?

Case 2

The Informant Confidentiality Dilemma

A researcher interviews a diplomat about secret negotiations. The informant shares sensitive information off-the-record. Can the researcher use this information? What is the appropriate ethical step?

Case 3

Inconvenient Data

The research team found data that differed significantly from the findings of the majority of the literature. Team members proposed excluding the data. What should be done?

Discuss in small groups (5 minutes), then present to the class.

Further Tasks and Activities

Individual Assignment (due next week)

Find one article from a reputable international journal (Scopus/WoS) related to the topic of International Relations. Provide an annotated bibliography in APA 7th edition format, along with a brief summary (150 words) of the research methodology used.

Practical Assignment: Install Reference Manager

Download and install Zotero ([zotero.org](https://www.zotero.org)) on your laptop. Install the browser plugin and the Word/Google Docs plugin. Add the three required reading sources for this course to your Zotero library and export them in APA 7th-grade format.

 Next meeting: Foundations of Qualitative Research (Dr. R. Dudy Heryadi)

Lecture References

- APA. (2020). *Publication manual of the American Psychological Association* (7th ed.). American Psychological Association.
- Bryman, A. (2016). *Social research methods* (5th ed.). Oxford University Press.
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- Flick, U. (2018). *An introduction to qualitative research* (6th ed.). SAGE Publications.
- Halperin, S., & Heath, O. (2020). *Political research: Methods and practical skills* (3rd ed.). Oxford University Press.
- Lamont, C. (2015). *Research methods in international relations*. SAGE Publications.
- Yin, R. K. (2016). *Qualitative research from start to finish* (2nd ed.). Guilford Press.

Thank You

Ethics

Protect participants and maintain research integrity

Anti Plagiarisme

Always cite sources; use a reference manager

Research Mgmt

Plan, document, collaborate well

APA Citation 7th

Consistent, accurate, and complete in every work

Questions and Discussion

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