

WHAT IS A CITATION?

When you do research for an assignment or on your own, you usually begin by finding previous research on your topic. You follow these steps:

1. take notes, meeting your outlined requirements
2. write a rough draft that includes your conclusions based on the research
3. proof read, making necessary corrections
4. finalize your project.

A citation is used to document the resources that you used; you give credit to the author whom you are quoting, paraphrasing or whose ideas you are borrowing.

When you make citations in your report, you insert the author's last name and the page referenced between parentheses right after the information. This is an example: (Vincent 175). This tells the reader that the information preceding the parentheses came from an author, last name Vincent, on page 175. The citation is further explained on a page called Works Cited. This page is placed at the end of your report. It is an alphabetical listing of all of the resources you used. Why have a Works Cited page? It enables those reading your report to do more reading or research on their own time and it allows others to verify your facts.

Your resources may include books, magazines, journals, newspapers, video tapes, CD's, photographs, and web sites. Interviews, sometimes called Authentic Documentation, are another way to gather important information from experts in the area or from those who have witnessed the events first hand. Each resource has a special format for the Works Cited page.

Sample MLA citation



MLA Citation Style
MLA Handbook for Writers of Research Papers, 6th edition

Follow these color codes:

Author(s)	Title of Book	Title of Article	Title of Periodical	Volume
Place of Publication	Publisher	Date	Other Information	Pages

Book

Okuda, Michael, and Denise Okuda. Star Trek Chronology: The History of the Future. New York: Pocket, 1993.

Journal Article

Wilcox, Rhonda V. "Shifting Roles and Synthetic Women in Star Trek: The Next Generation." Studies in Popular Culture 13.2 (1991): 53-65.

Newspaper or Magazine Article

Di Rado, Alicia. "Trekking through College: Classes Explore Modern Society Using the World of Star Trek." Los Angeles Times 15 Mar. 1995: A3.

Book Article or Chapter

James, Nancy E. "Two Sides of Paradise: The Eden Myth According to Kirk and Spock." Spectrum of the Fantastic. Ed. Donald Palumbo. Westport: Greenwood, 1988. 219-223.

Encyclopedia Article (well known reference books)

Sturgeon, Theodore. "Science Fiction." The Encyclopedia Americana. International ed. 1995.

Encyclopedia Article (less familiar reference books)

Horn, Maurice. "Flash Gordon." The World Encyclopedia of Comics. Ed. Maurice Horn. 2 vols. New York: Chelsea, 1976.

Gale Reference Book (and other books featuring reprinted articles)

Shayon, Robert Lewis. "The Interplanetary Spock." Saturday Review

17 June 1967: 46. Rpt. in Contemporary Literary Criticism. Ed.
Sharon R. Gunton. Vol. 17. Detroit: Gale Research, 1981. 403.

ERIC Document

Fuss-Reineck, Marilyn. Sibling Communication in Star Trek: The Next
Generation: Conflicts between Brothers. Miami: Speech
Communication Assn., 1993. ERIC Document Reproduction
Service
ED364932.

Website

Lynch, Tim. "DSN Trials and Tribble-ations Review." Psi Phi:
Bradley's
Science Fiction Club. 1996. Bradley University. 8 Oct. 1997 <[http://
www.bradley.edu/campusorg/psiphi/DS9/ep/503r.html](http://www.bradley.edu/campusorg/psiphi/DS9/ep/503r.html)>.

Newspaper or Magazine Article on the Internet

Andreadis, Athena. "The Enterprise Finds Twin Earths Everywhere It
Goes, But Future Colonizers of Distant Planets Won't Be So
Lucky."
Astronomy Jan. 1999: 64- . Academic Universe. Lexis-Nexis. B.
Davis Schwartz Memorial Lib., Brookville, NY. 7 Feb. 1999 <[http://
web.lexis-nexis.com/universe](http://web.lexis-nexis.com/universe)>.

Literature Resource Center

Shayon, Robert Lewis. "The Interplanetary Spock." Saturday Review
17 June 1967: 46. Rpt. in Contemporary Literary Criticism. Ed.
Sharon R. Gunton. Vol. 17. Detroit: Gale Research, 1981. 403.

Literature Resource Center. Gale Group. B. Davis Schwartz

Memorial Lib., Brookville, NY. 16 Oct. 2001 <[http://](http://infotrac.galegroup.com/menu)

infotrac.galegroup.com/menu>.

Notes

- Arrange the items on your reference list **alphabetically** by **author**, interfiling books, articles, etc.
- Double-space **all** lines.
- Indent the second and following lines 5 spaces (or one half inch).
- If no author is given, start with the title.
- Abbreviate the names of all months except May, June, and July.
- If the **paging** of a **magazine** or **newspaper** article is continued elsewhere in the issue, include only the first page followed by a plus sign (ex. **25+**).
- If the **encyclopedia** does **not** arrange its articles alphabetically, treat the encyclopedia article as if it were a **book article**. Specific **volume and page numbers are cited in the text**, not in the list of references.
- **Gale Reference Book**: cite the original source being reprinted as shown under Book, Journal Article, Newspaper or Magazine Article, etc. The example shows a Magazine Article. Then include the citation information for the reference book.
- **Websites**: include the **title of the web page**, the **name of the entire web site**, the **organization that posted it** (this may be the same as the name of the website). Also include the full **date the page was created or last updated** (day, month, year if available) and the **date you looked at it**.
- **Internet Magazine Articles**: Include:
 - The **name of the database** (underlined) and the **company that created it** and its **home webpage**;
 - The full **date of the article** (day, month, year if available) and the **date you looked at it**;
 - If you are citing a **journal** instead of a **magazine**, include the **volume (and issue number)** and **date** as shown under the **Journal Style** above.
 - The **library or other organization (and its location)** that provided you with access to the database.

- As for **page numbers**, different databases will provide different information. Include the range of pages (ex. **25-28.**); or the starting page followed by a hyphen, a blank space, and a period (ex. **64- .**); or the total number of pages or paragraphs (ex. **12 pp.** or **33 pars.**). If no page information is given, then leave it out.
- The rules concerning a **title within a title** are *not* displayed here for purposes of clarity. See the printed version of the manual for details.
- For documents and situations not listed here, see the printed version of the manual.
- [Other Styles](#)



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When you use another person's work or ideas in your report and you do NOT cite that information, it is called plagiarism. Plagiarism is unethical and may result in your project being disregarded and/or receiving a failing grade.

Check with your teacher about the use of citations when you have a research project assigned. I strongly recommend that you use our on-line resources for most research assignments. They have already been validated and have citations included in the articles.

You can get the web sites from your teacher or in the Media Center. ENJOY DOING RESEARCH and be sure to include citations!

Mrs. Vincent – Media Specialist / RLMS 08/04 ©2004 World Book Inc.