

# CITATIONS

How to create proper . . . .

# Why Citations

- ▣ Avoid plagiarism by quoting sources used
- ▣ Be a responsible scholar give credit to other researchers
- ▣ Lets your reader track sources used
- ▣ Gives authority to your presentation

# Author's Name

- ▣ The author or creator's name is the first part of a proper citation.
- ▣ Last name first, then initials of first and middle name.
- ▣ Example:

Sheehan, J.M.

- ▣ If the name of an author cannot be found, begin with **title of the article**.

# Date

- ▣ The date the article was written or created is listed next.
- ▣ Examples:
  - (2015).
  - (2015, October).
  - (2015, October 1).
- ▣ If you can't find a date use (n.d.).

# Title of Article

- ▣ List the title as it appears at the beginning of the article.
- ▣ If an author can't be found, the title comes BEFORE the date.
- ▣ Examples:

Brazil

Language of Brazil

Travel in Brazil

# Name of Source

- ▣ A web site.
- ▣ An online encyclopedia.
- ▣ A database
- ▣ Examples:

*The CIA World Factbook*

*World Book Online*

*Country Reports*

# Date of retrieval (first use)

- ▣ This is only included when citing online sources.
- ▣ Include only the date of first use.
- ▣ Example:

Retrieved October 8, from

# Web Address (URL)

- ▣ This is only included when citing online sources.
- ▣ Copy the web address from the web site and paste it into your citation.
- ▣ A web address alone is not a proper citation!
- ▣ Can use a citation generator like [Bibme](#)

Government. (2015, October 8). Retrieved October 12, 2016, from

<https://www.cia.gov/library/publications/the-world-factbook/geos/br.html>



# Put it all Together

CountryReports (2015) CountryReports [Electronic version]. Retrieved Mon. Oct. 5, 2016, from <http://www.countryreports.org/country/Brazil/government.htm>

Hanley, A. G. (2015). Brazil. In World Book Student. Retrieved Mon. Oct. 5, 2016, from <http://worldbookonline.com/student/article?id=ar074760>

# Things to Remember

- ▣ Only sources used should be included in References.
- ▣ References are arranged in alphabetical order by the first word in citation.
- ▣ A web address or a URL on its own IS NOT a proper citation.

# References

CountryReports (2015) CountryReports [Electronic version]. Retrieved Mon. Oct. 8, 2016, from <http://www.countryreports.org/country/Brazil/government.htm>

Brazil. (2015, September 24). Retrieved Mon. Oct. 8, 2016, from <https://www.cia.gov/library/publications/the-world-factbook/geos/br.html>

Hanley, A. G. (2015). Brazil. In World Book Student. Retrieved Mon. Oct. 8, 2016, from <http://worldbookonline.com/student/article?id=ar074760>