# Writing Resource

## Citations Format

### In-Text Citations

Include a citation for every piece of information that is not common knowledge. Also include a citation every time you quote or closely paraphrase an author’s words.

The in-text citation goes at the end of the sentence containing the source information. The citation belongs in parentheses. Provide only the author’s last name and the page number or numbers. Do not put a comma between the author’s name and the page number. Books and magazine articles use the same author-page form:

* (Curry 19)

If the author’s name is not known, your citation should give the title of the work and the page number. Put the title of an article in quotation marks:

* (“Free or Not, They Made a Contribution” 22)

For entries in encyclopedias or dictionaries, you do not have to give the page number because those reference books list entries in alphabetical order. Give the title of the entry. For example, if you cite the “Douglass, Frederick” entry in Encyclopedia Britannica, write the in-text citation as follows:

* (“Douglass, Frederick”)

For websites, simply give the author’s name without the page number. If a website does not give the author’s name, cite the title of the site. Use italics if you are citing an entire website and quotation marks if you are citing a specific article or page within a website:

* (Curry)
* (Africans in America)
* (“People and Events”)

In-text citations may sound complicated, but they are actually simple. The rules boil down to one general principle: Give the author’s name and the page number, if possible. If the author’s name is not available, give the title.

### Works Cited Page

A Works Cited page lists all the sources you actually cited in your report. If you read a source but did not cite it, do not put it on your Works Cited page.

The Works Cited page comes at the end of your paper. It should begin on a separate page.

Here are different types of citation formats for a Works Cited page.

#### A book

A citation for a book includes the following information in this order, including this punctuation:

Author’s Last Name, First Name. Title of Book. City: Publisher, year of publication. Publication medium.

Example:

Chernow, Ron. Alexander Hamilton. New York: Penguin, 2004. Print.

#### An article from a periodical (a magazine or newspaper)

A citation for an article from a periodical (a magazine or newspaper) includes the following information in this order, using this punctuation:

Author’s Last Name, First Name. “Title of Article.” Name of Periodical Publication date: pages. Publication medium.

Example:

Brant, Irving. “James Madison and His Times.” American Historical Review July 1952: 853–870. Print.

Write dates in the order day–month–year, with no commas. If there is no day, begin with the month.

#### An encyclopedia article

A citation for an encyclopedia article includes the following information in this order, using this punctuation:

Author’s Last Name, First Name (if known). “Article Title.” Title of Encyclopedia. Edition (if available). Year. Publication medium.

Example:

“Constitution of the United States.” Columbia Encyclopedia. 5th ed. 1993. Print.

#### A website

A citation for a website includes the following information in this order, using this punctuation:

Author’s Name (if given). “Title of Article.” Website Title. Sponsoring Organization, Date of publication. Publication medium. Date of access. <URL>.

Example:

“Balloon Race Around the World.” NOVA Online. WGBH Educational Foundation, Oct. 2000. Web. 4 Sept. 2003. <<http://www.pbs.org/wgbh/nova/balloon/>>

Note: If the website does not provide all of the information needed, give the information provided. Also, it is not necessary to list the URL of the website unless finding it again would be difficult without it.