Research and Citation

How to locate, incorporate, and cite sources

Where to look:

- **Databases**
  - SCC students have access to databases through the library homepage
  - Each database has unique features
  - Some databases are specific to certain subjects
  - Not all databases offer full-text documents

Where to look:

- **Websites**
  - Sites that end in .org, .gov, and .edu are the most reputable
  - Newspaper sites are usually good places to find information
  - Corporate sites can be useful
  - Wikipedia is **not** a valid source
  - Avoid personal web pages and blogs
Where to look:
- Print sources
  - Books
  - Peer reviewed journals
  - Newspaper articles
  - Encyclopedias
  - Dissertations, Master’s Theses, Research papers (when written by researchers in the field)

How to quote sources:
- Paraphrase
  - Give your reader the gist of the author’s idea or opinion
- Direct quote
  - Block quote (4+ lines or 40+ words depending on the citation style)
  - Single sentence or phrase
  - Part of a sentence or phrase

How to punctuate quotes:
- When quoting a sentence or phrase:
  - Put the sentence in quotation (""") marks
  - If using only part of a sentence use ellipsis (…)
  - If you are quoting a quote within a quote sentence/phrase use single quote (‘’) mark around the secondary quote
    - EX. “Peggy Orenstein . . . admits that those who graduate from all-girls schools describe themselves as more independent and assertive than their peers who attended coeducational schools.” “
How to punctuate quotes:

- When quoting whole paragraphs
  - Indent from left
  - Check the style guide relevant to your paper to see if it should be double or single spaced
  - Note: some styles ask that the quote be indented from the left and right (justified)

How to punctuate quotes:

- When quoting poetry:
  - To quote a small portion use a forward slash (/) to separate verses
  - To quote a portion longer than 4 lines use the same method as quoting whole paragraphs

APA Citation

- References should be in alphabetical order
- Titles of works will be in sentence case
- Author’s name should be listed as last name first, then first initial of first name, and initial of middle name
  - Smith, J.D.
MLA Citation
- References should be in alphabetical order
- Titles of works will be in title format
- Author's name should be listed as last name first, then first name, and initial of middle name
  - Smith, John D.

Sample MLA Citation: Periodical
- Author last + first name + middle initial
- Journal names are always underlined
- Last, First M. "Title of Article." Title of Periodical Day Month Year: pages.
  - Titles are always in title format and surrounded by ""

Book
- Use "and" instead of "&"
- Any name after the primary author is written first name then last name
Book with more than three authors

Et al. is for lists of more than three authors and comes after the name of the primary author.


Article from an online journal

Title


Article from a database

Title

News article found online


News article title
Newspaper title
Date accessed
URL

Sample MLA Citation: Website


Name of website
Date of posting or last update
URL
Organization/institution associated with the website

Resources

- The OWL at Purdue
  - http://owl.english.purdue.edu/owl/
  - All examples for this workshop came from OWL
  - Great comprehensive guide for both MLA and APA
- MLA Style Manual
- APA Style Manual