WHEN TO CITE SOURCES IN THE BODY OF YOUR PAPER

The list of works cited at the end of your research paper provides a full reference for each of the sources you have used in the composition of your paper. You also need to indicate within your paper what material you have used from each source and where in the source you found the material. Whenever you incorporate information from one of your sources in the body of your paper, whether you are using a direct quote or a paraphrase, you must provide a citation that briefly identifies the source for readers and the specific location from which you have borrowed the material. Usually naming the author and providing a page reference is all that is required.

A work with one to three authors:

If you name the author(s) in your sentence, cite only the relevant page number(s) in parentheses. Do not use “p.” or “pp.” before the page number. The end punctuation comes after the parenthetical reference.

According to Borowitz, Pavlov first experimented not on a dog, but on his younger brother, Nikolai. This new information has “added fuel to the ongoing ethical debate over whether it is better to conduct scientific experiments on laboratory animals or on one’s own relatives” (63).

In their study, "Problem-Solving Interactions Between Mothers and Children," Hughes, Brestan, and Valle found that girls were significantly less engaged than boys during the problem-solving task (13).

New York Times reporter, Patricia Leigh Brown, states that Anthony Casamassima's love of art took a criminal turn in 1982, when he was looking for ornaments for his backyard and learned from friends about a scrap pile of broken pedestals, statuary and gates at a nearby cemetery (A27).

If you do not mention the author in your sentence, provide the author's last name and the page number(s) in parentheses, with no punctuation in between them.

Pavlov first experimented on his younger brother; when this led to problems, he began his experiment on his pet collie (Borowitz 63).

A recent study found that boys “displayed more proactive bargaining behavior and that many of the girls displayed stereotypically feminine behavior (e.g., unassertive and passive behavior) perhaps reinforced by the mothers” (Hughes, Brestan, and Valle 13).

Anthony Casamassima's art appreciation took a criminal turn in 1982, when he was looking for ornaments for his backyard and learned from friends about a scrap pile of broken pedestals, statuary and gates at a nearby Lutheran Cemetery (Leigh A27).

Full Citations on Works Cited page


A note on longer direct quotations:
If you are using a direct quotation that covers more than four lines in the body of your paper (or three lines for poetry), set it off from your text by beginning a new line, indenting one inch from the left margin, and typing it double-spaced, without adding quotation marks. A colon generally introduces a quotation displayed this way. Note that when you are using a block quotation, the end punctuation comes at the end of the quoted material, not after the parenthetical documentation. Use such longer quotations sparingly.

Raed Awamleh and William Gardner, University of Mississippi Department of Management and Marketing, explain the role of vision in leadership:
By articulating a vision, such leaders align followers’ needs with important values, purposes, and meanings to produce a shared interpretative framework. The net effect is to heighten the degree of internal correspondence followers experience by pointing out how their actions can contribute to the realization of these values, purposes, and meanings. A clearly articulated vision enhances corporate culture. (359)

The picture of a playful dance is offset by a strong image of the mother’s displeasure as she watches this scene unfold in her kitchen:
We romped until the pans
Slid from the kitchen shelf;
My mother’s countenance
Could not unfrown itself. (Roethke 5-8)

A work with more than three authors:
Provide the first author’s name only followed by et al.

Plag et al. found that “spelling does not help us if we want to refer to sounds since the correspondence between letters and sounds is not one-to-one” (3).

It is important for a linguist to distinguish between sounds and letters (Plag et al. 22).

Full Citation on Works Cited page

A work with a corporate author:
When citing the name of a corporate author in-text, shorten terms that are commonly abbreviated; provide a page, section, or paragraph number (if they exist in the document).

According to a 2009 study by the National Endowment for the Arts, between 2002 and 2008, the percentage of U.S. adults attending arts events declined for every art form except musical plays (“Conclusions”).

Between 2002 and 2008, the percentage of U.S. adults attending arts events declined for every art form except musical plays (Natl. Endowment for the Arts, “Conclusions”).

The population of China around 1990 was increasing by more than fifteen million annually (Natl. Research Council).

Full Citations on Works Cited page

A work with no page numbers and/or no author:
For sources without page numbers, provide a section or paragraph number (ONLY if those exist in the document) or simply provide the author’s last name or short title. If you use the author’s name in your text, and the source does not indicate page, section, or paragraph numbers, no citation is necessary.

While not denying the validity of infant baptism, Tertullian wanted the sacrament to be conferred upon individuals who had attained the use of reason (“Baptism”).

Chaplin points out that adding 1,000 square feet to your home would probably make you happy temporarily, but as time went by, you’d get used to it, and any residual positive effects would fade.

Two years after the state’s voters passed Proposition 227 to ban bilingual education, native Spanish-speakers are showing significant gains in test scores. These students improved an average of nine points in reading and 14 points in math (“English-Only” 10).

Under California state law, if you are receiving welfare, you have the right to a state hearing with an Administrative Law Judge from the California Department of Social Services, as well as a representative of the county (“Your Rights” State Hearings).

Full Citations on Works Cited page

A work in an anthology:
Put the name of the author of the work (not the editor of the anthology) in the signal phrase or in the parentheses.

At the end of Chopin’s “The Story of an Hour,” Mrs. Mallard drops dead upon learning that her husband is alive. In the final irony of the story, doctors report that she has died of a “joy that kills” (25).

In the end, Mrs. Mallard drops dead upon learning that her husband is alive. In the final irony of the story, doctors report that she has died of a “joy that kills” (Chopin 25).

Franzen claims that one of the contemporary beliefs Americans hold about urban development is that “core cities will be poor and non-white, and that the suburbs will be soothingly homogenous” (492).

Full Citations on Works Cited page

Secondary material quoted within your source:
If what you quote or paraphrase is itself a quotation, put the abbreviation qtd. in before the indirect source you cite in your parenthetical reference.

Attorney George Hogan claims that Arizona’s model of pulling students out of class for language instruction is “classic segregation; kids in these classes are regarded by others as dumb, as second-class citizens (qtd. in Jost 1046).

Full Citation on Works Cited page
LITERARY WORKS

Novels:
Put the page number first, and then, if possible, indicate the part or chapter in which the passage can be found (use a semi-colon to separate the two parts). Include the author's last name in your reference if you have not mentioned it in your text.

Fitzgerald's narrator captures Gatsby in a moment of isolation: “A sudden emptiness seemed to flow from the windows and the great doors, endowing with complete isolation the figure of the host” (56; ch. 3).

Raskolnikov first appears in Crime and Punishment as a man contemplating a terrible act but frightened of meeting his talkative landlady on the stairs (Dostoevsky 1; pt.1, ch. 1).

Full Citations on Works Cited page

Classic verse plays:
Omit page numbers and cite by division (act, scene, canto, book, part) and line, with periods separating the various numbers. Indicate line breaks with a slash (/).

Later in King Lear, Edgar says, “The prince of darkness is a gentleman” (3.4.147). Act 3, scene 4, line 147

When Celimene declares, “I would expect, Sir, that my having said it/Might give the statement a sufficient credit,” Alceste replies, “But how can I be sure that you don’t tell/The selfsame thing to other men as well” (The Misanthrope 2.59-62). Act 2, lines 59-62 (there are no scene numbers in this play)

Full Citation on Works Cited page

Poems:
Cite by line number(s)—in your first citation, use the word line prior to the number(s).

The images Roethke creates in the lines, "The whiskey on your breath/Could make a small boy dizzy" (lines 1-2) and "At every step you missed/My right ear scraped buckle" (11-12) suggest the dance was not an altogether joyful one.

Full Citation on Works Cited page

Plays not written in verse:
Provide the page number followed by the act and scene, if any.

In Arthur Miller's Death of A Salesman, the most poignant defense of Willie Loman comes from his wife, Linda: "He's not the finest character that ever lived. But he's a human being, and a terrible thing is happening to him" (56; act 1).

Full Citation on Works Cited page
**Bible passages:**

In your first parenthetical citation, identify which Bible you are using (italicize the title), followed by book, chapter and verse. If future references are from the same edition of the Bible, list only the book, chapter, and verse in the parenthetical citation.

In one of the most prophetic visions in the Bible, Ezekiel saw “what seemed to be four living creatures, each with the faces of a man, a lion, an ox, and an eagle” (*New Jerusalem Bible, Ezek. 1.5-10*).

To show the people the power of his ability to forgive, Jesus heals the paralytic; according to Matthew, “When the crowds saw it, they were afraid, and they glorified God, who had given such authority to men” (English Standard Version, Matt. 9.8).

*For a list of common abbreviations for books of the Bible, see [http://hbl.gcc.edu/abbreviationsMLA.htm](http://hbl.gcc.edu/abbreviationsMLA.htm)*

**Full Citation on Works Cited page**


**Personal communication:**

If you quote or paraphrase material you collected through any type of personal communication in the body of your paper, indicate the full name of the person you are referencing (along with any pertinent information) in your text. No parenthetical references are required. You will need to identify the type of communication and the exact date on your *Works Cited* page.

Sue Jones, Director of the Nashua Chapter of the Small Business Association, believes that corporate leaders should seek out opportunities to improve the communities in which they practice business.

Jonathan Stevenson, a student at Rivier College, agrees that building a coffee house on campus would “be a great way to improve campus life.”

**Full Citation on Works Cited page**

Jones, Sue. Telephone interview. 22 Sept. 2009.


© Leslie Van Wagner, 2010