Slide 1:

This video will introduce you to citation basics and review some examples of MLA citation.

Slide 2:

Citation is where you show your readers that the information you used in your paper is from another source. When you cite you are giving credit to the original author. Citation also shows your readers how they can locate the sources that you’ve used in your work, including:

- the author
- where you found particular research or data
- references to other researchers or research
- title of the text or article; publisher of the work
- dates the source material was published
- website or database
- date of publication
- pages where the source material was found

Slide 3

You need to cite your sources in order to give credit to the original author. By citing your sources you are avoiding plagiarism or the possibility of being accused of academic dishonesty. However, there are more reasons why you should cite your sources.

Plagiarism.org suggests that citing your sources also:

- provides opportunities to include direct quotes
- allows readers to locate more information on your ideas
- shows the extent of your research
- displays integration of research into your own work
- illustrates your depth of understanding

Slide 4

You must acknowledge your sources when you borrow their words or ideas. Consider citing your sources in these situations:

- Referencing another author’s work
- Paraphrasing
- Using direct quotes in your work
- Using someone else’s ideas
- Referencing another person’s work or ideas
- Borrowing a figure, image, or table
There are, however, some instances when you do NOT have to cite:

- Writing your own personal experiences
- Using your own images, figures or art work
- Using common knowledge
- Using results based on findings from your own research
- Using generally accepted facts

Let’s take a look at some examples of citations in action!

A paraphrase is a restatement of an original source’s words and ideas in your own words. It might be helpful to paraphrase a direct quote for clarity or as a way of being more concise. However, even if you paraphrase you still need to provide an in-text citation as way to indicate where you found the original idea.

Include an in-text citation for a direct quotation. A direct quotation is where you use or copy the exact words from the author or text. The use of quotations signals the use of a direct quote.

Remember, in-text citations, for MLA format, always occur after the quote but before the period. Put the author last name in the parentheses before the page number. There is no comma separating the author last name and the page number.

Each type of source has its own MLA format. However, all works cited entries include the same basic elements. Always include the following three components in an entry: Publication information, author name, and title of the text or work. The Works Cited page gives full credit to the research and direct quotes, known as sources that you used in your essay and allows your audience/reader to find the sources on their own. The Works Cited page is the last page of your essay, and belongs on its own page.

List is alphabetized by authors’ last names (or by title when a work has no author). Indentations: First line of each entry is at the left margin; extra lines are indented 1/2”.

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