

# WHY DO WE CITE?

Citations in academic writing indicate that some ideas and facts in your writing came from somewhere else. Here are 5 important things citations do:

## 1 INFORM

Citations inform your reader of the sources you used. Thorough and accurate citations means your reader will be able to recognize and locate what you're referencing.

## 2 DEMONSTRATE

Citations demonstrate that you've read the important works related to your research topic and that you are knowledgeable about the subject.

## 3 SEPARATE

Citations separate your original ideas and analysis from the work of others. You will often be graded on your ability to assess, compare, contrast, critically analyze, and evaluate different arguments. Accurate citations will help make clear which parts of your writing are based on the work of others and which are your own analysis and evaluation.

## 4 REINFORCE

Citations reinforce your own arguments. Referring to the work of experts in your subject area illustrates that you are basing your own arguments on established evidence. Your references can lend credibility and authority to your own ideas.

## 5 ACKNOWLEDGE

Citations acknowledge the contributions of others. It's good academic practice to acknowledge the works of others when referring to it in your own work.



# WHEN SHOULD YOU CITE?

You should include a citation when you...

- Use a **direct quote** from another source.
- **Paraphrase** someone else's work.
- Provide **statistics** or other facts.
- Make a statement that requires **evidence**.



You do not need to cite something that is **common knowledge**. This could be something your readers are likely to already know or they can easily look it up in multiple sources.

# HOW CAN YOU CITE?

## ( ) IN-TEXT

In APA or MLA, include the author or authors' last name and the year the work was published in the body of your paper.

## • REFERENCES OR WORKS CITED

Although citation styles differ, include all of the bibliographic information about each source (e.g., author, year, source, etc.) in a reference list or works cited page at the end of your paper.

## " DIRECT QUOTES

Use quotation marks and include a citation when you use the exact wording of a sentence or phrase from another source.

## ~ PARAPHRASING

Paraphrasing is the substantial transformation of the source into your own words. Paraphrasing is not simply a re-arranging of words. It requires you to fully understand the source and put the idea or concept into your own analysis.