**In Text Citations – The basic rules:**

Sources with an author require the **author’s last name in the parenthesis** followed by a **page number**. Page numbers are required for book sources only.

Sample: Ivan the Terrible was crowned tsar on January 16, 1547, at the Uspenskii Cathedral in Moscow (Pavlov 36).

**Sources with no author** are cited with an **abbreviated form of the title**, usually the first three words. No web addresses in a citation!

When you must use a citation:

1. Information – statistics, data, facts. The general guideline is this: If you didn’t know it going into the research project, then you should cite it. If the information is common knowledge (the average adult would know it), you don’t need to cite it.

\*If **all** information in a paragraph is taken from one source, you may cite it once at the end of the paragraph.

2. Paraphrasing your sources – If you take the ideas, assertions, or knowledge of someone else and put it in your own words, you **must** give the author credit. If you don’t, it’s called plagiarism!

3. Direct quotes (words taken verbatim, meaning word for word, from a source) – the citation must directly follow the quote. It looks like this:

One of the first things presented to the reader explains Captain Delano’s character. “Captain Delano’s surprise might have deepened into some uneasiness had he not been a person of a singularly undistrustful good nature, not liable except on extraordinary and repeated incentives, and hardly then, to indulge in personal alarm” (Melville 37). Delano’s character is represented as the exact opposite to Nick’s in Fitzgerald’s work.

**Remember to put the citations in as you write. This makes your life easier in the end.**

3. Long (block) quotes (exceeding four full lines in your paper) look a little different:

“When the Clock Strikes” did not end in a happily ever after; consequently, this is the most significant difference between the two stories. Throughout the fairytale Satanism is practiced, whereas in other variations of Cinderella no religions are expressed: (lead with a colon)

Now all this while she had not been toiling alone. She had one helper. It was her own daughter, a maid of fourteen, that she had recruited to here service nearly as soon as the infant could walk. At six or seven, the child had been lisping the satanic rite along with her mother. At fourteen, you may imagine, the girl was will versed in the black arts, though she did not have her mother's natural genius for them. (Lee 27) (no quotation marks, citation outside the period)

Secondly, the King is murdered due to Satanic rituals Cinderella performed. Traditionally,

a king is not usually mentioned within Cinderella.