Research and Citations 101

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What is Academic Research?

"RESEARCH"

RESEARCH PAPER CAN BE UGLY

WE NEED MORE RESEARCH...
Inquiry and investigation on a given topic/subject

A research paper may be defined as the culmination and final product of an involved process of research, critical thinking, source evaluation, organization, and composition.

Think of research, and consequently a research paper, as a living thing (something that is being actively completed).

Research itself, in many disciplines, is ever-changing (does not always remain the same)!
Prior to Researching...

- Really LOOK AT and EXAMINE your topic!
- Understand what your professor is asking you to do!
- Look at the language presented in the topic/prompt
  - Are there questions listed? What do the questions mean? How can you use them?
  - What key phrases/words does the topic use? Do they sound familiar?
- Do some brainstorming and generate some basic ideas about your paper (what you might want to examine when you begin writing).
- Develop a thesis/common goal that should be accomplished after you complete your research (and, ultimately, your paper)
“I define a research project as any task that requires, or would benefit from, factual information or opinions you not already have.” p. 15 *The Elements of Library Research* by Mary George.

“Researchers must allow time, starting early in the process, to consider their work from all angles, in other words to speculate and to dream about it.” p. 17 *ELR*

“Priming is everything...you need a broad background of knowledge to prime you for those discoveries....I had enough pre-existing knowledge to know that they belonged in the story, so when something about them got in my sights, I was ready to pounce on it.” para. 11


Figure 2.1: Diagram of the Library Research Process
How to Research

- When beginning the research process, it is usually best to begin with any helpful notes from class discussion and suggestions that you can gather from the topic/prompt itself (remember: key words/phrases!)

- Next, go online and begin looking in academic databases: http://www.westga.edu/library/

- Or look at the library research guides: http://libguides.westga.edu/home

- Also, don’t be afraid to actually visit the library and physically pick up a book! It’s not that scary, and the staff is quite friendly and willing to help you with whatever you need! 😊

- Here’s how to get research help in different ways from the library: http://www.westga.edu/library/index_12023.php
Credibility of Research

- When completing research, remember to be careful what you use.
  - Many sources are not necessarily checked for facts and monitored or policed—some are, but not all!
  - Also remember to keep track of your sources (what came from where & who said what)

- How to judge what you find with the “CRAAP” Test:
  - [http://guides.library.pdx.edu/content.php?pid=369846&sid=3030081](http://guides.library.pdx.edu/content.php?pid=369846&sid=3030081)

- Help from an Ingram librarian:
  - [http://libguides.westga.edu/content.php?pid=485154](http://libguides.westga.edu/content.php?pid=485154)

- If in doubt, ask your professor, a librarian, peers, etc.

- Sites to avoid:
  - Wikipedia (information can be altered and changed by anyone)
  - BookRags & Spark Notes (when trying to complete literary research—will give you basic, plot-based information, but no true analysis and research)
  - Ask.com, ehow, yahoo answers, etc.
Once you have completed research and begun the writing process (actually piecing the paper together), remember that you MUST give credit to your sources/research through...

CITATIONS!!
Generally, you use two types of citations:

One: Short citations mixed into the text of your paper/project called: In-text, parenthetical, author/date, etc.

MLA: Blah, blah, blah, blah, “yadda, yadda, yadda” (Suess, 13) blah, blah.
Chicago: Blah, blah, blah, blah, “yadda, yadda, yadda”¹ blah, blah.

Two: Full citations listing all sources mentioned in the project called: References (APA), Works Cited (MLA), Bibliography (Chicago), etc.

Print
More on Citations...

Start the citing process with References/Works Cited/Bibliography


Who. What. When. Where - Author. Title. Publisher. Date

After creating full citations you can create in text or parenthetical citations


MLA: Blah, blah, blah, blah, “yadda, yadda, yadda” (Suess, 13) blah, blah.
UNLESS TOLD OTHERWISE YOU MUST HAVE BOTH IN TEXT AND REFERENCE CITATIONS


MLA: Blah, blah, blah, blah, blah, “yadda, yadda, yadda” (Suess, 13) blah, blah.
Aspects of MLA: Overall Document Format and Appearance

- Make sure to have **1 inch margins and double space** throughout the entire document.
- Include your **last name and page number in the upper right-hand corner of each page of the paper**! (go to “Insert” tab, click on “Page Number,” select “Top of Page” and “Plain Number 3.” Then, go into header provided and type in your last name).
- Beginning on your first line, type in:
  - Your Name
  - Your Professor’s Name
  - Class (i.e. ENGL 1101-01)
  - Date (i.e. 2 November 2012)
- Include **a title for the paper.** DO NOT solely use the name of the story/novel/play/poem you are studying.
- When you begin any new paragraph, make sure to **indent ½ inch (i.e. hit the “Tab” key once).**
- When including a **block quote** in your work, make sure to **indent 1 inch (i.e. hit the “Tab” key twice) and omit quotations marks from the quote.**
Examples include:

- **Author’s Name in a Sentence:** As Paul Perilli points out, poets currently “are being seen, heard, and read by more and more people” (43).

- **Author’s Name in Parenthetical Citation:** As one author points out, poets currently “are being seen, heard, and read by more and more people” (Perilli 43).

- **Poems:** (Use line numbers and write “line” in the first citation).
  - In “Song of Myself,” Walt Whitman uses the image “With music strong I come, with my cornets and my drums” (line 361).
A works cited page serves to tell your reader what sources you used in the paper and whether they are credible or not. When crafting this page, remember:

- Place everything in **alphabetical order**.
- Take time to notice **punctuation** within the citation (periods, commas, etc.)
- When your citation continues past one line on the page, make sure to **indent the second line and any other lines that follow**.
Aspects of MLA: Works Cited

- Examples include:
Where can I find aspects of MLA that I don’t have memorized?

- **A Writer’s Resource**: For ALL aspects of MLA formatting, including in-text citations and creating works cited entries, go to pg. 289 (or look for Tab #6-green!)

- **OWL at Purdue**: This is a very valuable resource that you can access at NO cost to you. Simply go to [http://owl.english.purdue.edu](http://owl.english.purdue.edu), look at tabs on right side of the page, and click on “MLA 2009 Formatting and Style Guide.”

- **MLA Handbook**: The specific title for this text is *MLA Handbook for Writers of Research Papers*. This text specifically speaks to the particulars of MLA format and citation (even more so than A Writer’s Resource.)

- **Speak to your professor(s)**: Your professors want to see you succeed and are willing to help-just ASK!

- **Visit tutoring services**: The friendly staffs of the UWC and the EXCEL Center are always here to help in whatever way possible! 😊
When writing a paper in APA style, you need to make sure to:

- Include 1 inch margins on all sides of the paper
- Use a clear font that is highly readable (preferably Times New Roman, 12 pt.)
- Double space throughout the document (exception: block quotes!)
- Include a page header (also known as a “running head”)
- Must include four major sections:
  - Title Page
  - Abstract
  - Main Body
  - References
For all in-text citations, except those following block quotations, the reference is placed immediately before the final punctuation mark of the sentence that refers to that source. In all citations, elements (such as author, publication year, and page number) are separated from each other by commas.

For more information about in-text citations for APA, I encourage you to consult the *Publications Manual of the American Psychological Association* (pgs. 169-192).
Aspects of APA: References

- Your reference page serves to show your reader exactly what sources you utilized in your paper, where they came from, and ultimately how credible they are in terms of content and overall scope. Note that different sources may be cited differently and have specific requirements for the citation to be complete and accurate.

- For more information about reference pages and the citations therein, I encourage you to consult the *Publications Manual of the American Psychological Association* (pgs. 193-224).
APA: Aspects you can’t memorize?

- *Publications Manual of the American Psychological Association*: this would be my first point of reference for this style. This book is fairly easy to navigate and provides a wealth of information about the style and how to use it efficiently.

- *OWL At Purdue*: this website is wonderful in providing information concerning various writing styles: [http://owl.english.purdue.edu/owl/resource/560/01/](http://owl.english.purdue.edu/owl/resource/560/01/).
Aspects of Chicago/Turabian: Overall Document Format and Appearance

- Page numbers begin in the header of the first page of text with Arabic number 1
- Subheadings should be used for longer papers
- Put an extra line space before and after subheadings, and avoid ending them with periods
- Must include:
  - Title Page
  - Main Body
  - Footnotes
  - References
- Please note that for this style, there may be subtle nuances that may not necessarily be included in all papers-consult your professor for specific details.
For footnotes, you will need to consider the following:

- To insert a footnote, simply click on the “References” tab and click on “Insert Footnote”
- Note that numbers should begin with “1” and follow consecutively throughout a given paper
- In the text, note that numbers are superscripted
- The first line of a footnote is indented ½ inch from the left margin
- Subsequent lines within a footnote should be formatted flush left
- Leave an extra space between footnote
Aspects of Chicago/Turabian: References

- For your reference page, you will need to remember the following:
  - Leave two blank lines between “Bibliography” or “Reference” and your first entry
  - Leave one blank line between remaining entries
  - List entries in letter-by-letter alphabetical order according to the first word in each entry
  - Use “and,” not an ampersand “&,” for multi-author entries
- For more information about actual citations for the “Reference/Bibliography” page, visit http://citesource.trincoll.edu/chicago. This website provides links to many different examples for many different kinds of citations.
Chicago/Turabian: Aspects you can’t memorize?

- **A Manual for Writers of Research Papers, Theses, and Dissertations (Chicago Style for Students and Researchers):** This text is quite helpful, but often a bit difficult to navigate. I suggest that you begin with Part II: Source Citation (begins on pg. 133 and continues through pg. 280).

- **OWL at Purdue:** Like with APA, this website also contains information about Chicago/Turabian style. For more information, visit [http://owl.english.purdue.edu/owl/resource/717/01](http://owl.english.purdue.edu/owl/resource/717/01)
Questions??

Always feel free to visit the UWC anytime with any questions pertaining to style and how to navigate the different aspects therein.

- 678-839-6513 or writing@westga.edu
- TLC 1201 (First floor, past the snacks)
- www.westga.edu/writing and like us on Facebook: University Writing Center (UWG)
- Duane Theobald (Manager): 678-839-5312 or dtheobal@westga.edu

Librarians are always happy to help as well!
- Naomi Stuesser: (678) 390-0148 or nstuesse@westga.edu