Your guide to success

Only write the information written in this color font.

RESEARCH ESSAY

Guide: The index

MLA: Information

- MLA: Modern Language Association; they decide many things related to literature and writing.

- We will use their guidelines for our research paper

- Specifically, concerning:
  - Page formatting
  - In-text citations
  - End-of-text citations
  - Borrowing tactics

MLA: Page formatting

- 1-inch margins all around; you will have to change this on Microsoft Word 2003 or earlier
- Double space
- Header: right aligned– last name; space; page number
- Top of first page, but not in the header:
  - Full name
  - Teacher
  - Course title
  - Due date
- Then the title, centered
- Here is an example

MLA: What is a citation?

- A citation tells the reader where you got your information.
- Without a citation, you will be plagiarizing, which is **illegal**.
- In this class, if you plagiarize, you will be given a zero with no chance of making up the assignment.
- **Always *always always always* tell** the reader where you got your information.

MLA: In-text citations

- Usage: citations in paragraph to tell where that specific piece of information can be found

- Necessary when more than one source is used for one paper, as will be the case for this assignment

- Should include the author's last name (or the first word of your citation from your works cited page, to be explained next) and the page number of the work

- Refer to page two of the example.

MLA: End-of-text citations

- Commonly called "Works Cited"
- All together at the end of your written document
- Title the top: Works Cited
  - Center align the title
- Include all citations in alphabetical order by first word
- The format is *very* specific and must be followed exactly!
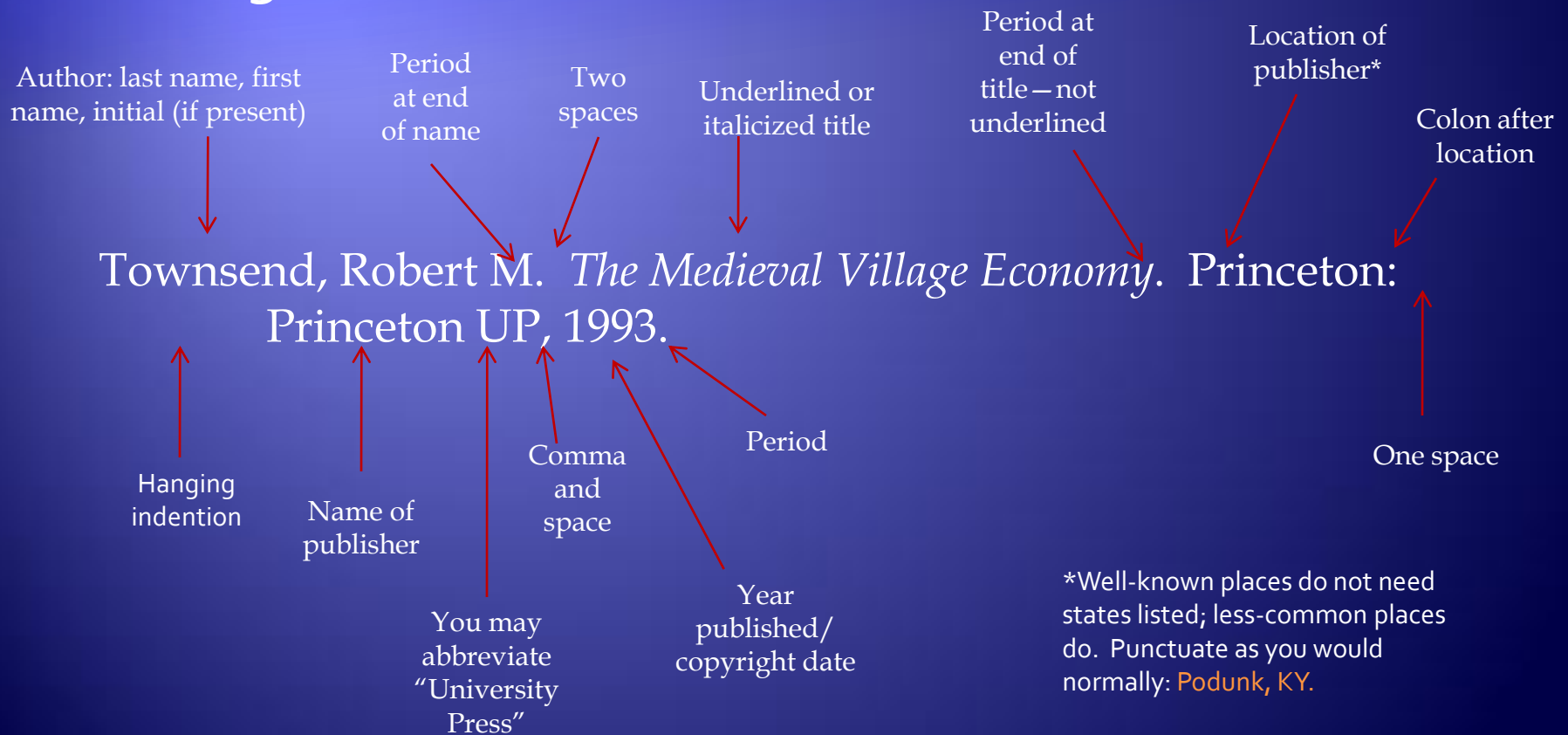- Refer to page seven to see an example of this page.

MLA: Works Cited formatting: General book source

- Citing a book: You will need the following information:
  - Author
  - Date
  - Publisher
  - Title of publication
  - Year published
  - Location of publisher

MLA: Works Cited formatting (cont'd): General book source (write this whole slide)

- Your works cited page citation should look like this for regular book citations:

Author: last name, first name, initial (if present)

Period at end of name

Two spaces

Underlined or italicized title

Period at end of title—not underlined

Location of publisher*

Colon after location

Townsend, Robert M. *The Medieval Village Economy*. Princeton: Princeton UP, 1993.

Hanging indention

Name of publisher

Comma and space

Period

Year published/ copyright date

One space

You may abbreviate "University Press"

*Well-known places do not need states listed; less-common places do. Punctuate as you would normally: Podunk, KY.

MLA: Works Cited formatting: Internet source

- Author, compiler, editor, or translator, followed by appropriate abbreviation: *ed.*, *trans.*, *comp.*, etc.
- Title: poem, short story, article, or other short work within a scholarly project, database, or periodical, in quotation marks; *complete works underlined or italicized*
- Version number or volume, issue or other identification
- Date of publication or last update or latest copyright
- Date source accessed
- URL
- Name of any institution sponsoring the site

MLA: Works Cited formatting (cont'd): Internet source

- Internet source citations are similarly to book sources.
- Online resources to use to create the citations, but you must still check the formatting, since they do not always honor the correct formatting
- Rules of the thumb:
  - Two spaces after a period
  - One space after other punctuation marks
    - See example MLA paper
- Online citation generator:

http://easybib.com

Research process: Gathering Info

- As you find a source to use, put the reference info into easybib.com for easy storage. Starting an account with them is easy; use your school email address when you register.

  - Use "MS Word" button at end to save works cited

  - Use first word from each cite in works cited to identify location of information in notes

You can "borrow" from the works of others in your own work!

Use these three strategies,

- Quoting
- Paraphrasing
- Summarizing

To blend source materials in with your own, making sure your own voice is heard.

Quoting

Quotations are the exact words of an author, copied directly from a source, word for word. Quotations must be cited!

Use quotations when:

- You want to add the power of an author's words to support your argument
- You want to disagree with an author's argument
- You want to highlight particularly eloquent or powerful phrases or passages
- You are comparing and contrasting specific points of view
- You want to note the important research that precedes your own

Carol Rohrbach and Joyce Valenza

Paraphrasing

Paraphrasing means rephrasing the words of an author, putting his/her thoughts in your own words. When you paraphrase, you rework the source's ideas, words, phrases, and sentence structures with your own. Like quotations, paraphrased material must be followed with in-text documentation and cited on your Works-Cited page.

Paraphrase when:

◆ You plan to use information on your note cards and wish to avoid plagiarizing

◆ You want to avoid overusing quotations

◆ You want to use your own voice to present information

Carol Rohrbach and Joyce Valenza

Summarizing

Summarizing involves putting the main idea(s) of one or several writers into your own words, including only the main point(s). **Summaries are** significantly shorter than the original and take a broad overview of the source material. **Again,** it is necessary to attribute summarized ideas to their original sources.

Summarize when:

- You want to establish background or offer an overview of a topic
- You want to describe knowledge (from several sources) about a topic
- You want to determine the main ideas of a single source

Carol Rohrbach and Joyce Valenza

As you take notes:

- Include any direct quotes or unique phrases in quotation marks or mark with a big **Q** and make sure the speaker's /writer's name is identified.

- Make sure you note a paraphrase with the writer's name and mark it with a big **P**

- Include page numbers and source references so you can go back and check for accuracy as you write.

Works Cited for slides 1-18

EasyBib: The Free Automatic Bibliography Maker - MLA and APA citations. 12 Jan. 2009 <http://www.easybib.com>.

EBSCOhost - world's foremost premium research database service. 2009. EBSCO Industries, Inc. 12 Jan. 2009 <http://search.ebscohost.com/Community>.

Encyclopedia - Online Dictionary | Encyclopedia.com: Find Articles, Facts, Pictures, Video! 2009. 12 Jan. 2009 <http://www.encyclopedia.com>.

Gibaldi, Joseph. MLA Handbook for Writers of Research Papers, 6th Ed. New York: Modern Language Association of America, 2003.

Welcome to the Purdue University Online Writing Lab (OWL). 2008. Perdue University. 12 Jan. 2009 <http://owl.english.purdue.edu/>.

Wikipedia. 12 Jan. 2009 <http://www.wikipedia.org>.

Works Cited for slides 19-24

"Boston Columnist Resigns Amid New Plagiarism Charges." *CNN.com* 19 Aug. 1998   3 March 2003 <http://www.cnn.com/US/9808/19/barnicle/>

Fain, Margaret. "Internet Paper Mills." Kimbal Library. 12 Feb. 2003. <http://www.coastal.edu/library/mills2.htm>

Lathrop, Ann and Kathleen Foss. *Student Cheating and Plagiarism in the Internet Era.* Englewood, CO: Libraries Unlimited, 2000.

Lewis, Mark. "Doris Kearns Goodwin And The Credibility Gap." *Forbes.com 2 Feb. 2002.* <http://www.forbes.com/2002/02/27/0227goodwin.html>

"New York Times Exposes Fraud of own Reporter." ABC News Online. 12 May, 2003. <http://www.pbs.org/newshour/newshour_index.html>

Sabato, Larry J. "Joseph Biden's Plagiarism; Michael Dukakis's 'Attack Video' – 1988." *Washington Post Online*. 1998. 3 March 2002. <http://www.washingtonpost.com/wp-srv/politics/special/clinton/frenzy/biden.htm>