In text citation is important for three reasons. First, it gives credit to the source you are citing—if you do not use in text citation, you may be guilty of plagiarism. Second, it allows your reader to find your research. Third, it gives you authority, making it clear your ideas are built on careful research and analysis.

**SUMMARY OR PARAPHRASE:**

In a summary or paraphrase, you restate another author’s ideas in your own words. The year that the article or book was published goes in parenthesis following the author’s name. The page number is listed after the abbreviation “p.” for one page or “pp.” for multiple pages. If the author is not named in the sentence, put the name and year in the parentheses before the page number.

Sweeny (2010) argues that both teachers and students can use guides from the internet to help with their writing (p. 125).

Both teachers and students can use the internet to find writing assistance (Sweeny, 2010, p. 125).

**DIRECT QUOTE:**

In a direct quote, you use the actual language of the author. You put the author’s words in quotation marks, the way you would with any direct quotation. However, the parenthetical citation works the same way as in a summary or paraphrase. The quotation marks close before the parenthetical citation, and the period comes after the parenthetical citation.

In considering the use of new media for writing instruction, Sweeny (2002) writes, “One example is when a teacher created a blog and sent text messages about a Shakespeare assignment to groups of students in her class” (pp. 127-8).

**QUOTING A QUOTE (INDIRECT QUOTATION)**

If you are using an article or book that quotes another author, it is best to find the original source. If you cannot find the original source, then you can make it clear that you found the quote in the article by adding “as cited in” to the source. In this example, the quote by Mark Bawden was found in the book *Bounce* by Matthew Syed.

Mark Bawden explains that “in order to make all the sacrifices necessary to reach world-class levels of performance, an athlete has to believe that winning is everything” (as cited in Syed, 2010, p. 199).

**CITING A SOURCE WITHOUT PAGE NUMBERS OR A NAMED AUTHOR.**

If your source does not have page numbers or a named author, it might not be a good source. You should probably ask your professor before you use it. If there are no page numbers, use the abbreviation “para.” for paragraphs and count the paragraphs as you would pages. If there is no named author, put the title of the source and the year separated by a comma in the parenthetic citation.

Davey (2011) reported two state senators, “Mr. Cullen and Ms. Coggs could be seen climbing into the building through a first-floor window” (para. 8).

According to the Union of Concerned Scientists, “No single solution can meet our society's future energy needs” (“Clean Energy,” 2010).

**A PROSE QUOTE LONGER THAN FORTY WORDS:**

If you have a quotation that is more than forty words long, start a new line for the quotation and indent it roughly half an inch (it should match the indentations on your paragraphs). Do not use quotation marks. Double space it as you would normally.

Matthew Syed (2010) explains the importance of negative emotions:

Anxiety facilitates escape from dangerous situations and helps us to avoid them in the future; mild depression enables us to disengage from unattainable goals; humiliation is triggered when we are faced with the threat of losing social status. (p. 212)