**HOW TO USE CITATIONS IN YOUR PAPER**

***A citation should used anytime you get a fact, quote, or idea from a source other than your own head. If you are unsure if something needs to be cited, you are better off including extra citations than neglecting to cite something that you should have; failing to cite something qualifies as plagiarism.***

Citations should be made using the MLA format. There are 2 citations that must be made:

1. In-text citations: You should include the author’s name and the page number (if the source includes numbered pages) of the source where you found the quote, fact, or idea at the end of the sentence where you use the information.

**Example:** Human beings have been described as “symbol-using animals” (Burke 3). We use these symbols to…

* + If you use a source that doesn’t have an author, include a shortened title in the in-text citation. If the source has a page number, also include that.

**Example:** Martin Luther King, Jr. received the Nobel Peace Prize at age thirty-five, making him the youngest recipient ever up to that point (“Martin Luther King”).

1. Works Cited page: At the end of your essay, you should include a list of all the sources you have used and all of the necessary information for that source – author, title, city of publication, publisher, year of publication.

**Example:**

Burke, Kenneth. Language as Symbolic Action: Essays on Life, Literature, and Method. Berkeley: University of California Press, 1966. Print.

* + Websites should be cited with the author when possible, but if no author is listed the citation may begin with the title of the webpage.

**Example:**

"Martin Luther King Jr. - Biography". *Nobelprize.org.* Nobel Media AB 2014. Web. 6 Apr 2015. <http://www.nobelprize.org/nobel\_prizes/peace/laureates/1964/king-bio.html>

If you are using a source other than a book or website and cannot use these examples as a guide, Purdue University has a very helpful site with guidelines for using MLA citations: <https://owl.english.purdue.edu/owl/resource/747/02/>

**EasyBib.com is also an excellent resource for formatting entries to your works cited page.**