# Citing Sources on Papers and Homework

By Katherine M/ Kovich, LMSW, MPH

## Plagiarism

* A piece of writing that has been copied from someone else and is presented as being your own work
* Taking someone’s’ words or ideas as if they were your own

## Avoiding Plagiarism

* You can’t PRETEND someone else’s ideas or writing is your own
  + This includes copying someone else’s writing and changing a few words.
* You NEED to acknowledge other’s work by citing the writing or ideas that belong to them.

## Consequences for Not Citing your Sources

* If instructors discover you have plagiarized any content, they have the option to:
  + Lower the graded assignment (student will receive a “0”).
  + Require the student to repeat or resubmit the assignment
  + Assign a failing grade for the course
  + Require the student to withdraw from the course
* See Student Handbook for more information

## Always cite your sources when:

* Using direct quotes for more than one word
* Paraphrasing or summarizing
* Information that is not common knowledge to the reader
* Whenever you are not sure.

# APA Formatting: How to Cite your Sources

## What do you have to Cite

* Books
* Journal articles
* Newspaper articles
* Magazine Articles
* Interviews
* Government publications
* Websites
* TV programs
* Movies
* Encyclopedia
* Dissertations
* Report from a private organization
* Conference proceedings
* Electronic books
* Article from a database
* Kindle books
* Online book reviews
* Data sets
* Graphic data
* Computer software
* E-mail
* Online forum or discussion board posting
* Blog (weblog) and Video Blog Post
* Audio Podcast
* Video Podcasts

## In-Text Citations

* Used for direct quotes, paraphrasing, or making a reference to a book, article, or other work.
* It’s simple – at the end of the sentence in parentheses, add the last name of the author(s) and the date the work was published.
* Tips
  + Capitalize last name
  + ALL in-text citations should be listed in the references page at the end of the document.
  + If it’s a government publication or the publication of a private organization, use the name of the organization/governmental department for the author’s name.

## Examples of In-Text Citations

* No Evidence has been discovered that shows fee-for-service payment methods are more efficient than capitation (Jones, 2014).
* Medicaid and Medicare insure approximately 30% of the U.S. population (Centers for Medicaid and Medicare, 2010).
* The Saint Jude Children’s Hospital network is the largest network of specialized hospitals in the United States (Jones & Williams, 2006).
* The American Cancer Society was established over 100 years ago (Jones, Williams, & Prescot, 2005).

## Direct Quotes

* Direct quotes should be no longer than two sentences.
* Used to emphasize a point you’ve made or provide an example
* Should NOT be used often – students should use direct quotes sparingly and paraphrase instead
  + Both direct quotes and paraphrasing call for in-text citations and a full citation within the works cited page.
* When using direct quotes, an in-text citation should immediately follow AND a page #(if applicable) should be included either directly after the quote or at the end of the sentence in parenthesis
* A full citation should be listed in the works cited page.

## Examples of Direct Quotes

According to Jones (1998), "Medicare is one of the most beneficial programs available to our country's senior citizens" (p. 390).

Medicare has been described as, "one of the most beneficial programs available to our country's senior citizens" (Jones, 1998, p. 390).

Medicare is one of the most beneficial programs available to our country’s senior citizens " (Jones, Williams, & Jackson, 1998, p. 390).

Medicare has been described as, "one of the most beneficial programs available to our country's senior citizens" (Center for Medicare and Medicaid, 1998, p. 390).

\*\*Page number not needed when citing websites. \*\*

## Reference List Formatting

* Should appear at the end of your paper or homework assignment on its own, separate page
  + New page should be titled “References”
  + Each source you cite in your paper MUST be included in the reference list.
  + Should be alphabetized by the last name of the first author of each work

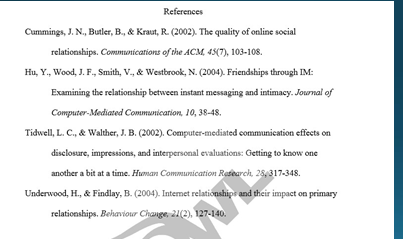
## Reference List Formatting for Websites

* Last name, then initial of firsts name
  + Michael Jones would look like Jones, M.
  + If written by a government agency or organization, put its name
* Then, add year of publication in parentheses with a period at the end
  + (2014).
* Then add title of article with a period at the end.
  + How the Affordable Care Act is changing America.
  + ONLY capitalize the first word unless it is a formal, proper noun or name
* Then add the URL you retrieved the article from
  + Retrieved from [www.medicare.gov/content/apd/god/html](http://www.medicare.gov/content/apd/god/html)

## Reference List Examples

* Jones, M. (2014). How the Affordable Care Act is changing America. Retrieved from [www.medicare.gov/content/apd/god/html.](http://www.medicare.gov/content/apd/god/html)
* Center for Medicaid Services. (2014). Why we need better access to quality healthcare. Retrieved from [www.medicare.gov/content/apd/god/html.](http://www.medicare.gov/content/apd/god/html)

## Reference List Examples



From

The OWL at Perdue Writing Lab (2014). APA style. Retrieved from https://owl.english.purdue.edu/owl/section/2/10/

## How to Cite Other Materials

* [Articles in newspapers, magazines, and journals](https://owl.english.purdue.edu/owl/resource/560/07/)
* [Books](https://owl.english.purdue.edu/owl/resource/560/08/)
* [Government document and a report from a private organization](https://owl.english.purdue.edu/owl/resource/560/09/)
* [Other electronic sources](https://owl.english.purdue.edu/owl/resource/560/10/)

Instructors don’t expect you to be perfect the first time you use APA citations, but they REQUIRE you to do your best and cite when appropriate!

## Originality Repots at CCTC

# TurnitIn

## What Is Turnitin?

* Shows how much of a student’s submission matches content from 45+ billion web pages, 337+ million student papers, and 130+ million articles from academic books and publications.
* Can match content for other CCTC student’s submissions
* Gives instructors links to the original source if a student has plagiarized

## Using Turnitin

* ALL student papers and homework submissions are run through Turnitin.
* Instructors ALWAYS use Turnitin before grading submissions

Essentially, your instructor will know if you plagiarize and will know the exact source from which your plagiarized material came.

Have academic integrity – don’t plagiarize!

| This workforce solution was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites, and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability or ownership. |
| --- |

Title: Attribution CC BY Logo - Description: Creative Commons license attribution  logo

Citing Sources on Papers and Homeworks by BOOST Consortium, Central Carolina Technical College is licensed under the Creative Commons Attribution 4.0 International License. To view a copy of this license, visit [Creative Commons 4.0 License](http://creativecommons.org/licenses/by/4.0/deed.en_US)