


Citation Management


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Evaluating Information Sources	>
Scholarly vs. Popular Sources	>
How to Cite	>
Refworks & Write-N-Cite	>
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How to Cite

Whenever you use **someone else's words or ideas** in your paper or presentation, you must indicate that this information is borrowed by citing your source. This applies to written sources you've used, such as **books, articles and web pages**, as well as other formats, such as **images, sounds, TV/film clips, and DVDs**. Failure to cite such sources may be considered plagiarism. Avoid distress and embarrassment by following a few simple rules.

The most common citation styles are **APA, MLA, and Chicago/Turabian**, but there are many others, some of which are included under the **Other Styles** tab below. Different disciplines use different citation styles, so confirm with your instructor which style you should use.

For more information on how to avoid plagiarism, visit UBC Library's [Academic Integrity Resource Centre](#).

[Tools](#)
[APA](#)
[MLA](#)
[Chicago/Turabian](#)
[Other Styles](#)
[Special Formats](#)

Tools

Lose the headache and take advantage of these great citation tools. As [Zotero](#) (below) claims "research, not re-search."

[Refworks](#)

Use [Refworks](#) to:

- Keep track of your references/citations from the UBC Library catalogue and online article indexes and databases
- Format your citations and bibliographies automatically, in any of hundreds of formats
- Free to UBC students, staff, faculty, and alumni

Need help learning how to use Refworks? Attend a [Refworks workshop](#) at UBC Library.

Watch [this video](#) hosted by UBC Biology students to learn more about Refworks.

[Zotero](#)

[Zotero](#) [zoh-TAIR-oh] describes itself as "a free, easy-to-use Firefox extension to help you collect, manage, cite, and share your research sources. It lives right where you do your work—in the web browser itself."

Benefits? Collect all reference data on books, articles and more **from your location bar**; quickly and efficiently organize your references with **drag and drop** ease; it already works with **Microsoft Word** and **OpenOffice**, saving you time; and you can access your references anywhere by **syncing between computers**.

The real question is, why are you not using it already?


[Mendeley](#) is a free tool with web-based and desktop components. Mendeley works especially well with PDFs. If you've already saved several PDFs to your computer and want to organize them, Mendeley can automatically extract citation elements such as author, title, and journal name from those PDFs.

[EndNote](#) is another popular citation management tool. The full version of EndNote costs money, but there is a free, web-based version within the [Web of Science](#) database, called My EndNote Web. My EndNote Web has fewer features than EndNote.

[EasyBib](#) Another favored citation tool [EasyBib](#) allows you to create bibliographies in a variety of different citation styles, including MLA and APA. Visitors can just type in the item they need to cite, and EasyBib will provide the correct citation for each entry. It is too easy!

[Citation Builder](#) Citation Builder allows you to build citations for a variety of information sources in MLA, APA, or CBE/ICSE format. A tool from NCSU Libraries.

source: http://wiki.ubc.ca/Library/How_to_Cite_Sources



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Citations: Introductory Guide

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[How to Read Citations](#)

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When to Cite

When do you cite?

Did you think of it?

yes

no

Do not cite it

Is it common knowledge?

yes

no

Do not cite it

Cite it

**from UC San Diego's Social Sciences and Humanities Library*

Comments (0)

Ask a Librarian

ASK A LIBRARIAN!

Comments (0)

Overview

Citations document source information used in research. They add credibility to your work by showing where your information came from and give proper credit to the source material. Knowing where to find and how to read citations will also help you significantly with your own research by pointing you towards ready sources of relevant information.

When to document a source

As you gather information to use in your research paper, it is important to keep track of where you found it. Your work should include a **bibliography** of all the sources you used, which you will also reference whenever you use information from them.

You do not need to cite your own ideas or any information that is considered **common knowledge**.

Everything else must be properly credited, using a commonly accepted **citation style**.

Comments (0)

What does a Book citation include?

Book citations should include the following information, regardless of style:

- Author(s)
- Title
- Publisher
- Location of Publisher
- Year of Publication

This information will help other readers to locate the book.

Comments (0)

What does an Article citation include?

Article citations should include the following information, regardless of style:

- Author(s)
- Title
- Periodical Title
- Periodical Volume and issue numbers
- Publisher
- Year of Publication
- Page numbers

This information will help other readers to locate the article.

Comments (0)

Documenting Your Sources

[Research and Documentation Online](#)

A guide to documenting your sources in four different citation styles:

- MLA (Humanities)
- APA (Social Sciences)
- Chicago (History)
- CSE (Sciences)

[Citing Images](#)

A Libguide on visual literacy.

Comments (0)

Helpful Links

[Make Citations](#) - Visit our tutorial on citations to help you understand why it is important to document your sources.


[Bibliographic Management Software](#) - Try this LibGuide for information about different software programs that will help you to create a bibliography and keep track of citations.

[BMS Comparison](#) - Which one should you use? This chart compares the different bibliographic management software programs to help you decide which will work best for you.

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Bibliographic Management Software

Tags: [bibliographic_management_software](#), [citing](#), [citing_references](#), [citing_sources](#), [endnote](#), [endnote_web](#), [zotero](#)

Citation tracking software using EndNote, Endnote Web, and Zotero. Examples of citation styles and how to track scholarly article citations.

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Researching from home? Use the VPN Links below to access our databases.
[Web VPN](#)
[Software VPN](#)
[More Information Regarding the VPN](#)

Definition and Use of BMS
What is it ?

Bibliographic management software allows you to create and track references (aka citations) and to create bibliographies or reference lists formatted in the appropriate style, such as APA, MLA, Chicago or Turabian. You can simultaneously import records from databases such as PubMed, PsycINFO and Web of Science in addition to many others. You can add abstracts, keywords and other functions that enhance and improve the efficiency of your project.

How does bibliographic management software save time and how might I use it?

- Create bibliographies and references almost instantaneously.
- Reduce the likelihood of duplicate citations by removing them
- Create your own critical abstracts, which is part of the production of your work.
- Re-use or repurpose your own content over time.
- Search and organize your own database of references according to how you would use them.
- Embed footnotes, endnotes and within text citations.

What it won't do

- It will not create a **perfect** bibliography or reference list according to your favorite style. For example, you will still have to know APA, MLA, Chicago or Turabian.
- It will not correct errors or omissions that were in the database from which you retrieved references.
- It will not always know what type of material you are putting into it from a database (e.g. it cannot always distinguish a proceeding from a book).
- At this time, no bibliographic management software handles legal citation formats.

Other BMS Software

- **Connotea**
Web-based link sharing service from Nature Publishing Group. Requires personal registration.
- **iCyle**
This Web 2.0 tool will let you save and annotate entire websites. It doesn't just bookmark, but lets you annotate parts of websites for your citations.
- **EasyBib**
EasyBib is an automatic bibliography composer. Search or enter bibliographic data of a particular source and EasyBib formats the citation, alphabetizes the works cited list and exports it to word-processing software.
- **Papers**
Research management software from Memento.com. Software for Macintosh OS, iPhone, iPad. Two week trial version; €34 / \$42 purchase cost.

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Citation Styles, Tutorials, and Tools

Why Cite?

About Plagiarism

How to Read a Citation

APA Style

Chicago/Turabian

MLA Style

Other Citation Styles

EndNote Guide

Citation Tools for Undergrads

Citation/Research Mgmt. Tools for Grads/Faculty

Citation/Research Mgmt. Tools for Grads/Faculty
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Tools for Graduate Students and Faculty

These tools have a variety of features useful for the kind of in-depth and sustained research done by faculty and graduate students. For productivity tools that aid in such research see the [Productivity Tools guide](#). For an overview of tools that help manage the research process from idea to publication see the blog post on [Research Management Tools from the Academic PKM blog](#). For a directory of academic research tools, see [Bamboo DiRT](#). See also the list of [Graduate Library User Education \(GLUE\)](#) classes taught each semester.

- BibTeX**
 Wikipedia article on BibTeX, which is a reference formatting tool usually used with LaTeX, a popular typesetting tool often used at GT for formatting theses, dissertations, and other scholarly articles. The article mentions, under "Uses", a number of reference management tools that support BibTeX, including Qiqqa, Mendeley, Zotero, Citavi, CiteULike, and more.
- colwiz**
 colwiz is short for "collective wisdom". Free to use, designed by researchers at Oxford University, it is designed to help at every stage of the research process from beginning research through publication. Became available March 2011. Click the "i" button for more.
- Docear**
 "Docear ("dog-ear") is an academic literature suite. It integrates everything you need to search, organize and create academic literature into a single application: digital library with support for pdf documents, reference manager, note taking and with mind maps taking a central role. What's more, Docear works seamlessly with many existing tools like Mendeley, Microsoft Word, and Foxit Reader. Docear is free and open source..."
- EndNote**
 Full-featured citation manager. Available for free through the campus site license. See the EndNote Guide for downloading instructions.
- EndNote Web**
 a web-based EndNote tool - available via ISI Web of Science - that allows you to collect and organize your references and create bibliographies within your word

Directory of Research Tools

- Bamboo DiRT**
 "Bamboo DiRT is a registry of digital research tools for scholarly use. Developed by Project Bamboo, Bamboo DiRT makes it easy for digital humanists and others conducting digital research to find and compare resources ranging from content management systems to music OCR, statistical analysis packages to mindmapping software."

[Comments \(0\)](#)

Tutorials and Guides on Research and Citation Tools

- [How to Make Prudent Choices about Your Tools](#)
 ProffHacker post from August 2013 on how to think about choosing the tools you use for research.
- [Research Management: One Ring to Rule Them All](#)
 July 2013 post written by a GT librarian on research and reference management tools. From the Academic PKM blog. Discusses the current state of research tools.
- [Choosing a Citation Manager](#)
 Gives some good advice on choosing a citation management software and compares Zotero, Mendeley, EndNote, and EndNote Web.
- [Citation and Research Management Tools](#)
 Guide from the Metropolitan New York Library Council. Guide has comparisons and pages for Zotero, Mendeley, Qiqqa, Refworks, EndNote, BibMe, and EasyBib.
- [Citation Management Tools](#)
 guide from the University of Findlay with a table suggesting a citation tool based on what user wants to do. Suggestions include BibMe, EasyBib, EndNote Web, Mendeley, Qiqqa, and Zotero. Below the table is a list of comparison charts of citation management tools from other research guides.
- [Colwiz - Review](#)
 One of the few reviews so far of Colwiz.
- [colwiz Video Tutorials](#)

Last Updated: Aug 14, 2013
 URL: <http://libguides.gatech.edu/citationtools>
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- WISIBUY**
 Social bookmarking/research management tool, one of the most popular.
- Qiqqa**
 Qiqqa (pronounced quicker) is another software program with a robust set of tools that handles reference management, storage and annotation of PDFs, optical character recognition of PDFs which allows searching across one's library, organizing papers by theme, and other features designed to allow maximum automation of research tasks. It promotes connecting ideas across papers and discovering similar papers, and also has some collaboration features.
- ReadCube**
 Free web based device with no downloads. Stores PDFs, allows highlighting and in-line notes, creates citations that can be sent directly to EndNote, it allows quick download and internal searches of Google Scholar and PubMed and has a recommender service based on other articles you have stored.
- Zotero - The Next-Generation Research Tool**
 "Zotero [zoh-TAIR-oh] is a free, easy-to-use Firefox extension to help you collect,

- [Comparison of Reference Management Software](#)
 Wikipedia article that compares approximately 30 software programs, and compares a large set of features.
- [EndNote Guide](#)
 Guide by the GT librarian who teaches classes on EndNote. Includes information on both EndNote and EndNote Web.
- [EndNote Tutorials](#)
 Tutorials created by the company that produces EndNote.
- [Managing Your References](#)
 guide from Oxford University Library. This page has comparison tables for Refworks, EndNote, EndNote Web, Zotero, Mendeley, ColWiz, and Papers.
- [Mendeley Resource Center](#)
 In the "For Researchers" section includes guides on how to use Mendeley to find and manage references and share with colleagues.

manage, and cite your research sources. It lives right where you do your work — in the web browser itself.”

[Comments \(0\)](#)

Blogs to Consult

- [Academic PKM Blog](#)

Blog written by librarians at Georgia Tech and Kennesaw on personal knowledge management concepts & tools, academic workflow, and collaborative learning. Intended audience is librarians and academic researchers. During 2013 the blog is offering a free course (26 sessions) on productivity. Sessions are archived and can be looked at in order.

- [GradHacker](#)

Blog about graduate school with an emphasis on technology and tools for the academic workflow.

- [Profhacker](#)

Blog from The Chronicle of Higher Education. Focus started on technology and the classroom but has broadened somewhat.

[Comments \(0\)](#)

- [Productivity Tools Guide](#)

Guide that accompanies class taught by Crystal Renfro of the GT library. Includes links to many tools in various categories, such as digital workflow tools, time management, project planning, and more.

- [Qiqqa Reference Management System: A Mini-Review](#)

2013 article that, despite the name, has a lot of information on Qiqqa's features and usability. Warning: the top of the page has a lot of irrelevant stuff, scroll down to see the review.

- [Qiqqa Screencast Tutorials](#)

Tutorials from the creators of Qiqqa.

- [Readcube Customer Support](#)

Includes a number of explanatory documents on Readcube features.

- [Zotero Documentation](#)

Page of tutorials with screenshots by the creators of Zotero.


- [Zotero Research Guide: Georgia State](#)

Highly-regarded guide to using Zotero, by the librarian who literally wrote the book on Zotero.

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Citing Sources


A guide to frequently used citation styles and related tools that can help you.

Last Updated: May 29, 2013 | URL: <http://guides.library.jhu.edu/citing> | [Print Guide](#) | [RSS Updates](#) | [SHARE](#) [f](#) [t](#) [e](#)

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QUICK CITE

 [Cite Your Sources](#)

EasyBib: the bibliography maker.


[Comments \(0\)](#)


ADDITIONAL RESOURCES


- [Research and Documentation Online](#) by Diana Hacker with research sources by Barbara Fister, Bedford St. Martin's Press.
- [How to Prepare an Annotated Bibliography](#) From Cornell University. Includes guidelines and example citations and annotations.

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THE "BIG THREE" STYLES

**MLA Handbook for Writers of Research Papers**
Call Number: Eisenhower Library A Level General Reference; LB2369.G53 2009
The style and publication guidelines of the Modern Language Association of America can be found in several locations throughout the libraries at Johns Hopkins.
[Comments \(0\)](#)

**Publication Manual of the American Psychological Association**
Call Number: Eisenhower Library A Level General Reference; BF76.7.P83 2010
APA's style rules and guidelines are set out in this book, which you can find in several locations throughout the libraries at Johns Hopkins.

**Chicago Manual of Style**
Call Number: Eisenhower Library M Level Reference; Z253 .C48 2010
Access the online version of this guide by clicking the title above, or consult one of the print versions at several locations throughout the libraries at Johns Hopkins.
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CITATION TOOLS

- [RefWorks](#)
Web-based personal database for storing and organizing citations and creating easy bibliographies.
- [Zotero](#)
Firefox extension to help you collect, manage, and cite your research sources from your computer's browser.

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RefWorks


Tips and tricks for using RefWorks to manage citations, create bibliographies, and share citations.

Last Updated: Feb 26, 2013 | URL: <http://guides.library.jhu.edu/refworks> | [Print Guide](#) | [RSS Updates](#) | [SHARE](#) [f](#) [t](#) [e](#)

Getting Started | Logging In | References Into RefWorks | Group Accounts And Sharing | Write-N-Cite | Classes And Help

Getting Started | [Comments\(0\)](#) | [Print Page](#)

WHAT IS REFWORKS?



RefWorks is an online citation manager that helps you keep track of citations to books, articles and other documents. **It is free to all JHU users**, web-based, and requires no special download.

Using RefWorks, you can also create properly formatted bibliographies, and import citations from databases and the JHU Libraries Catalog.

GROUP CODE

If you are ever prompted for a group code...

JHU's group code is **RWJHMI**

OFF-CAMPUS?

All you need:

- Internet Connection
- Your JHED login

[Don't know your JHED?](#)

(No VPN required)

REFWORKS ACCESS

There are many ways to access your [RefWorks account](#):


- The RefWorks links and logo (at left) in this guide.
- [My.jhu.edu](#) - look for the **RefWorks link** under the **Library tab**.
- [The JHU Libraries Catalog](#). Use the 'Export to RefWorks' link you see when viewing a single record or a list of selected records. It will take you to a [login screen](#).
- From many databases, once you've searched and marked desired records, you'll find an "export" option.

HELP

Questions? E-mail the JHU staff who help with RefWorks at refworks@jhmi.edu.

[Comments \(0\)](#)

LEARN REFWORKS ONLINE



Try one of the below tutorials or guides, or look for **Help** under **Tools** in RefWorks.

If you have a specific question, you can [contact your librarian](#) or email: refworks@jhmi.edu


- [RefWorks 2.0 Overview](#)
- [RefWorks 2.0 Fundamentals Tutorial](#)
- [RefWorks Webinars](#)
- [RefWorks YouTube channel](#)
- [RefWorks Community](#)

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Zotero

Zotero is a Firefox addon that collects, manages, and cites research sources. It's free and easy to use.

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ZOTERO 4.0 AVAILABLE

Zotero 4.0 has been released. New features include:

- colored tags
- automatic journal abbreviations
- file syncing
- automotive style updating

[Comments \(0\)](#)

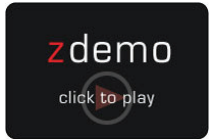
RELATED GUIDES

- [RefWorks Guide](#)
Don't like Zotero? RefWorks is a web-based citation management system free to JHU users.
- [Other Citation Tools](#)
Lots of other citation tools exist. See a short list of popular tools on our Citing Sources guide.

[Comments \(0\)](#)

ZOTERO TUTORIALS

Zotero has produced several great [how-to videos](#) on their site that demonstrate step by step how to use Zotero's features.



click to play

This is a quick overview of how to save citations from the web.

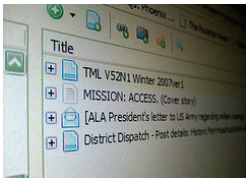
[More Zotero Screencast Tutorials](#)

[Comments \(0\)](#)

ABOUT ZOTERO

What Zotero Does

Zotero (pronounced "zoh-TAIR-oh") is a Firefox addon that collects, manages, and cites research sources. It's easy to use, lives in your web browser where you do your work, and best of all it's free. Zotero allows you to attach PDFs, notes and images to your citations, organize them into collections for different projects, and create bibliographies using Word or OpenOffice.



Since it's a Firefox plugin, it automatically updates itself periodically to work with new online sources and new bibliographic styles.


Zotero Quick Start Guide

See also [this great guide](#) published by the Zotero developers themselves. Also available as a PDF.

[Comments \(0\)](#)

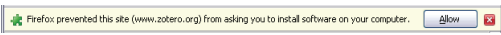
GETTING AND INSTALLING ZOTERO

Zotero will run on any operating system. It requires [Mozilla Firefox 3.0](#) or greater. Installation only takes a few seconds.



To install, go to <http://www.zotero.org/> and click the red "Download" button. Click "Install Now" and follow the instructions.

If you see the message "Firefox prevented this site from asking you to install software on your computer," click "Allow".



Restart Firefox and you're all set! You'll see a small Zotero button at the bottom of your Firefox window.

If you have any problems, check the Zotero [installation page](#).

You'll probably also want to download and install the [Microsoft Word citation plugin](#) (or the [OpenOffice plugin](#) if you're using OpenOffice). These allow you to easily cite items from your Zotero library in your papers.

[Comments \(0\)](#)


ZOTERO BLOG

News from the official [Zotero blog](#).

- [Summer Zotero Workshops](#)
- [Zotero 4.0 Launches](#)
- [Zotero Storage Subscriptions Upgraded](#)

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Was this information helpful?

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How useful is this page?
(1 = Not Useful, 5 = Very Useful!)

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

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Ekstrom Library Workshops (Belknap)

EndNote workshops are available to UofL students, faculty, & staff. Workshops are limited to 10 people. Registration is required.

Click the link below to register for a session.

Ekstrom Library EndNote Workshop Registration

- Introduction to EndNote: Wed., August 21st, 10:30–noon, rm. w102

*For 1-on-1 or small group sessions outside of the workshops contact [Toccara Porter](#), 852-8744.

[Comments \(0\)](#)

Kornhauser Library EndNote Workshops

Monthly EndNote Workshops are provided for UofL students, staff, & faculty at the Kornhauser Library. Workshop enrollment is limited to 15 people.

Registration is required. Sessions are ninety (90) minutes in length.

All classes are held in the History Room (Room 301) in the Kornhauser Library.

Summer Semester 2013 Class Schedule

Introduction to EndNote: Thursday, June 20, 10:00 am – 11:30 am

Introduction to EndNote: Tuesday, July 16, 10:00 am – 11:30 am

Introduction to EndNote: Thursday, August 22, 3:00 pm – 4:30 pm

To register contact John Chenault by [email](#) or, call 852-3901.

[Comments \(0\)](#)

What is EndNote?


EndNote is a citation management software that makes it easier to format and organize bibliographies. Here are some things you can do:

- Format citations in a preferred **citation style** (e.g. APA 6th, MLA)
- **Export** citations from databases (e.g., EBSCO, PUBMED)
- Insert citations and compile bibliography in **Microsoft Word**

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Attaching Files in EndNote

Click [here](#) to download EndNote for free from iTech Xpress.



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Citing & Writing

Tutorials|Handouts

- Demystifying Citing and Referencing (Monash University Library)

What is a DOI?

Some citation styles ask for a DOI or digital object identifier. Information on finding DOIs is available in the handout listed below.


What's a DOI?

Handouts on Academic Writing

- Academic Learning Centre handouts
Includes several useful handouts on different aspects of academic writing, paraphrasing, grammar, notetaking and presentations.
- Suggestions for Writing Book Reviews (U of M Libraries)
- Suggestions for Writing Critical Reviews of Journal Articles (U of M Libraries)
- Suggestions for Writing Research Papers (U of M Libraries)
- Writing an Annotated Bibliography (U of M Libraries)

Tools for Managing References

Recommended tools and software for storing articles and citations/references and for creating bibliographies or reference lists.

- RefWorks
- Mendeley
- EndNote
- Zotero
- Papers (Mac only)
- Reference Manager (Win only)

Books on Academic Writing

- Books on writing essays
- Books on English grammar
- Books on academic writing
- Books on scientific/technical writing

Help with Specific Styles

- AAA (American Anthropological Society)
- ACS (American Chemical Society)
- AMA Style (American Medical Association)
- APA
- CBE (Council of Biology Editors) Style Guide
- Chicago/Turabian
- Harvard
- IEEE
- MLA
- Vancouver

Citing Government Documents

- Brief Guide to Citing Canadian Government Documents and Statistics (Queen's University Library)
This guide provides general overview of how to cite Canadian government publications. Prepared by Sharon Musgrave and maintained by Government Documents, Stauffer Library, Queen's University.
- Citing Government Publications: Detailed Guide (Canada)
A guide to citing Canadian government publications prepared by the D.B. Weldon Library, the University of Western Ontario.
- Guide: Citing U.S. Government Publications (Indiana University)
- How to Cite Government Publications (McMaster University Library)

Writing Guides for Theses/Dissertations

Suggestions for Writing Theses and Dissertations (University of Manitoba Libraries)

The Libraries also has several books on how to write a thesis and dissertation.


Click on the links below to find books in the library catalogue.

Dissertations, Academic - Handbooks, Manuals

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Writing Tutors








Need help with writing papers? Visit the **Academic Learning Centre** located in 201 Tier Building, book your appointment online, or call 480-1481.


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- Copyright Fair Dealing Guidelines 
- Intellectual Property/Patents 

Academic Fraud/Plagiarism

- Plagiarism Tutorials
- Academic Fraud policy 
- Cheating, Plagiarism and Fraud (U of M Student Affairs) 

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This page provides tips and examples of writing book reviews, essays, dissertation and compiling bibliographies using specific style manuals.

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Elements of Article Citations:

Articles are in Journals
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Databases are sometimes provided by larger database vendors

Example:


Misri, S., Kostaras, X., Fox, D., & Kostaras, D. (2000). The impact of partner support in the treatment of postpartum depression. *Canadian Journal of Psychiatry*, (45)6, 554-558. Retrieved from EBSCOhost Academic Search Complete database.

- Authors**
Misri, S., Kostaras, X., Fox, D., & Kostaras, D.
- Publication Date**
(2000)
- Article Title**
The impact of partner...
- Journal Title, Vol.#, Iss.#, Pg.#**
Canadian Journal of ..., (45)6, 554-558.
- Database Info**
Retrieved from EBSCOhost Academic...

Tips and examples

Click on links below for guides to writing book reviews, essays, theses and more.

For some of these links you will require Adobe Acrobat. This software is available, at no charge, from the Adobe web site <http://www.adobe.com/>.



- Annotated bibliography
- APA style of documentation
- Avoiding plagiarism
- Book reviews
- Chicago style of documentation
- Critical reviews of journal articles
- Essays
- Evaluate information
- Know Your Sources
- MLA style of documentation
- RefWorks
- Research papers
- Theses and dissertations
- Theses and dissertations: list of selected resources

Writing Tutors

Need help with writing papers?

Visit the **Learning Assistance Centre** located in 201 Tier Building, book your appointment online, or call 480-1481.

For more information please see the **Learning Assistance Centre Web Page**.

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Style manuals in the Dafoe Library

American Psychological Association. (2010). **Publication Manual of the American Psychological Association**. 6th ed. Washington, D.C.: American Psychological Association. (Location: Elizabeth Dafoe Library; Call number BF 76.7 P83 2010 Quick Reference)

Gibaldi, Joseph, ed. (2009). **MLA Handbook for Writers of Research Papers**. 7th ed. New York: Modern Language Association of America. (Location: Elizabeth Dafoe Library; Call number LB 2369 G53 2009 Quick Reference)

Turabian, Kate L. (2007). **A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for students and Researchers**. 7th ed. Chicago: University of Chicago Press. (Location: Elizabeth Dafoe Library; Call number LB 2369 T8 2007 Quick Reference)

The Chicago Manual of Style. (2010). 16th ed. Chicago: University of Chicago Press. (Location: Elizabeth Dafoe Library; Call number Z 253 U69 2010 Quick Reference)

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Citation Help


A web guide for students who have questions about citing sources correctly.

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Your Bibliography is Due in 90 minutes. Don't Panic!




You have a paper due for English 125, and you were up until 4am writing the paper. It's now 8:30am, your class starts at 10, and you still have to do your bibliography! Don't panic.

Here are some resources that can help you cite your sources correctly. Click on the tabs above for information. The tabs for APA and MLA style have a number of examples. Under Bibliography help, there are links to citation generators that will format your citations for you. There is also a resource called Refworks that can help you organize and format citations.

Still confused? Need more help? [Ask a Librarian!](#)

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Help From A Person



Amanda Peters

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Why Cite?

- Webpages expire, books and articles get lost, photographs and films degrade. Citations are necessary in order to assure that the next person would be able to access the same information through different means.
- Citing is also important for credibility and building on research. You may have a good idea, but simply stating it does not make it true or believable. Give your ideas validity and support by citing established authors.
- To avoid plagiarism - nothing is worse to an author than discovering their hard work has been stolen and claimed as original by someone else. Citations give authors their due credit.

[Comments \(0\)](#)


Additional Help




Hopefully the information in this guide will help you with citing sources correctly, but if you feel you need additional help, the Writing Center at Purdue has an extensive tutorial on APA and MLA citation styles. Check out their [Online Writing Lab](#) (OWL).

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Emily Hamstra



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Handouts


[Citation Management Software Comparison \(PDF\)](#)
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What is a Citation Management Tool?


Citation management tools enable researchers to capture information about research materials, create bibliographies, add footnotes, and manage research collections. Some citation management tools also make it easy to share references with other researchers.

This guide only covers four of the citations managers available: Zotero, Mendeley, RefWorks, and EndNote. When deciding which one to use consider your research habits, word processing, and collaboration/sharing needs. These programs can work with each other and some people may need to use more than one throughout their academic career.

Use the tabs above to get more information about **Zotero**, **Mendeley**, **RefWorks** and **EndNote**.

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Comparison Chart

Citation Management Software Comparison

	EndNote	Zotero	RefWorks	Mendeley
Cost	\$105 students \$195 faculty/staff available at computer showcase	Free	Free to UM students, faculty, staff and alumni	Free
Access	EndNote desktop software. Collections can be accessed online.	Must be installed through the Firefox browser. Collections can be accessed online.	Must be accessed online.	Must be installed on the computer. Collections can be accessed online.
Sharing references	Sharing EndNote Library files	Sharing a public collection	Creating a group account, or using RefShare	Sharing references online
Linking to PDFs and other attachments	Yes	Yes	Yes	Yes
Learning Curve	Steep	Easy-Moderate	Easy-Moderate	Easy-Moderate
Compatibility with Word Processing Programs	MS Word, OpenOffice, Mathematica, Pages, LaTeX through BibTex	MS Word, OpenOffice, Google Docs,	MS Word, OpenOffice, LaTeX through BibTex	MS Word, OpenOffice, BibTex
Citation Style Modification	Can add new styles, modify existing styles.	Most popular styles available, difficult to modify styles	Most popular styles available, cannot add styles, but can modify existing styles	Most popular styles available, difficult to modify styles.
Store and cite images	Attach images and charts with captions and add to bibliographies	Can attach images, but cannot cite them in a bibliography	No image storing abilities	Can store and cite images.
Support for devices	EndNote Web mobile	Firefox Mobile is in development. Some Zotero apps are available.	RefMobile	Mendeley for iPhone, iPod Touch, iPad

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Citation Tools

The library supports a variety of tools that help you keep track of information sources, and cite them correctly.

- [Citation Builder](#)
- [RefWorks](#)
- [Zotero](#)
- [Mendeley](#)
- [EndNote](#)

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EndNote Support

Tags: end, endnote, endnote_guide, endnote_overview, endnote_support, endnotes, how to, note, notes

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What is EndNote?


EndNote is a software program designed to store and manipulate bibliographic information. With EndNote you can:

- store references in one place
- keep reading notes linked to sources (no more index cards!)
- download citations directly from databases
- automatically format bibliographies and citations in MLA, APA, Chicago Manual of Style, or over 1000 other styles

EndNote X6 for Macs

UPDATE: EndNote X6 for Mac is now available for download through the [NUIIT Software](#) page.


EndNote Support



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About citation managers

A citation manager helps you keep track of articles and books as you find them, tag and annotate them, and easily create citations and bibliographies in Microsoft Word. Using any citation manager will be more efficient for most scholars than not using one at all. Each manager has its own plug-in for Microsoft Word and some also have browser plug-ins for easy capture of web links. Each manager also has built-in connections to Google Scholar and common library reference databases. Each manager has options for group-based collaborative research.

We offer four main choices to you in this guide: [Refworks](#), [Zotero](#), [Mendeley](#) and [Endnote](#).

Refworks, the most popular choice on campus, is provided by Penn Libraries for the Penn community (including alumnae). It is a stable, well-established platform, but has limitations in terms of working with PDF files.

Endnote, the oldest of the four, works well for the health sciences and for large collections of articles, despite some technical and installation issues.

Zotero is an open-source software program that is notable for its ease of use, its ability to grab screenshots, and its capabilities for archiving website content for local storage.

Mendeley, the newest option of the four, is a cloud-based proprietary system that includes Facebook-style social networking, PDF annotation, a platform for self-promotion and crowd-sourcing of citations and annotations. Mendeley has a wide range of functionality but suffers from performance and accuracy issues.

We recommend that you explore a variety of citation managers, consulting with library staff as needed, before choosing one. We can provide guidance on best practices and share our experiences.

Upcoming workshops

No entries found.

Full Comparison of Citation Software

Thanks to [Mat Willmott at MIT Libraries](#) for creating the template for this chart.

	RefWorks	Zotero	Mendeley	EndNote
Link to web guides	Quick-Start Guides	Documentation	Support	Technical Support & Services
Type	Web-based	Desktop software and browser add-on for Firefox, Chrome, and Safari	Desktop software and web-based. Works with IE, Firefox, Chrome and Safari	Desktop client software; also has web interface, EndNote Web
Cost	Free via Penn license. Sign up for an individual account on the RefWorks website . (Penn only)	Free with 100 MB of back-up storage. Storage upgrades available for a monthly fee. Open source. Download Zotero	Free with 1GB of web space (500 MB personal & 500 MB shared.) Storage upgrades available for a monthly fee. Download Mendeley	Must purchase client software, available at Penn Computer Connection.
Learning curve	Fairly quick to learn; many online user guides and demos	Quick to learn; simple design, many online user guides and demos	Quick to learn. Pretty simple interface	Takes longer to learn, but not difficult with training
Strengths?	<ul style="list-style-type: none"> Allows users to share citations Good for organizing citations for papers Web-based Since Penn has a site license, there's no cost Available to Penn alumni as long as Penn maintains its subscription 	<ul style="list-style-type: none"> Simple download of records Good for managing a variety of formats, including webpages Offers most functionality in a free, open-source product Downloads records from with several databases that don't work with 	<ul style="list-style-type: none"> Great for managing PDFs Has a social aspect. Can see what other users are reading and citing. Find other members with common research interests. Does an excellent job of pulling citation metadata from PDFs 	<ul style="list-style-type: none"> Excellent for organizing citations for papers and theses Best option for major research projects, because it offers the most options for customization and formatting Most output styles for formatting

		EndNote and RefWorks, such as Factiva and USPTO	Can share citations and documents with others	Most customizable ■ Can handle a large amount of references
How does it work?	You export references from compatible databases into RefWorks	Zotero can tell when you are looking at an item and shows an icon for it in the Firefox URL bar. Click the icon to add the item to your Zotero references	You export references from compatible databases. Mendeley will also retrieve metadata for pdfs that are brought in	You export references from compatible databases into EndNote
Does it have many output styles and bibliographic formats?	Yes, many popular styles and formats	Yes, many popular styles and formats	Yes, many popular styles and formats	Yes, many popular styles and formats
How simple is it to import records?	Simple to import records from most research databases	Very simple, as long as the resource is compatible with Zotero, but you will want to verify that the records are complete after import	Very simple using the Mendeley browser plugin. However, the import doesn't work with as many databases as other products.	Simple to import records from most research databases
What kinds of records can you import and organize (PDFs, images, etc.)?	Records for articles and books	Books, articles, patents, and webpages; Can also store PDFs, web screenshots, files, and images in records. You can make PDFs searchable by choosing to index them in the preferences menu.	You can import bibliographic citations and PDFs. Can also manually add citations	Can organize records for articles and books; PDFs and other file types can also be stored in the records. Can download PDFs in batches. PDFs aren't searchable.
Are records in your library viewable by others?	Yes; Users can share references in library with other RefWorks users	Yes. Users can set up individual and group profiles and share records	Yes. Users can set up groups to share references. Users can decide whether or not to make their library viewable by others	No.
Can you export records to other citation software?	Yes	Yes	Yes. Export to EndNote XML, RIS and BibTeX	Yes
Is managing and maintaining a big library (1000 records) complicated?	Not complex, but it can be cumbersome to manage large libraries	More difficult; takes time to sort out duplicates and verify that records are complete	No known problems. May need to purchase extra space.	Not complex; EndNote is best option for maintaining large libraries
Does it work with word processing software?	Works with Word through "Write-N-Cite" feature and LaTeX through BibTeX	Works with Word and Open Office; also works with LaTeX through BibTeX. You can create a list of Works Cited for Google Docs	Works with Word and OpenOffice.	Clean integration with Word and powerful formatting and customization features; also works with Open Office and LaTeX through BibTeX
Does it back up your records?	Yes	Yes, if you choose to back up or sync your Zotero library. A small amount of storage is free.	Yes	No
Other important features	■ Since it's web-based, you're not limited to a single machine	■ If you back up records, you can sync multiple computers ■ Integrated with work on web that you do ■ Fastest download of records ■ Saves snapshot of web pages ■ Allows users to highlight text and take notes on page ■ Allows users to tag records	■ Very good for collaborative work ■ Has a good PDF reader that enables highlighting and comments	■ PDF file management and organization features

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CITATION AND WRITING GUIDES

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Whenever you use sources such as books, journals, or Web sites in your research papers you must give credit to the original author by properly citing the sources. Citations also help your reader find the sources again. There are a number of different citation styles, depending on the discipline in which you are working. The following links provide guidelines to using a variety of citation styles.

Quick Style Guides

Use these quick guides for examples of how to cite common types of sources in APA, MLA, CSE, and Chicago styles.

- [APA Style Quick Citation Guide \(Social Sciences\)](#)
- [CSE Style Quick Citation Guide \(Sciences\)](#)
- [MLA Style Quick Citation Guide \(Humanities\)](#)
- [Chicago Style Quick Citation Guide \(History\)](#)

Comprehensive Style Guides

These guides provide detailed information on formatting papers and citing sources.

- [Research and Documentation Online](#)
- [OWL at Purdue Research and Citation Resources](#)
- [Chicago Manual of Style Online](#)

Other Citation Style Guides

- [American Chemical Society \(ACS\) Style](#)
- [American Institute of Physics \(AIP\) Style](#)
- [American Medical Association \(AMA\) Style](#)
- [American Political Science Association \(APSA\) Style](#)
- [Associated Press 2010 Stylebook and Briefing on Media Law \(print resource\)](#)
- [Basic Legal Citation \(2010\) -- Harvard Bluebook Style](#)
- [Cartographic Citations: A Style Guide \(print resource\)](#)
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Questions about citation tools? [E-mail us](#).


Don't know where to start? See the [Citation Questions Flowchart](#)

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Tags: [citation management](#), [endnote](#), [endnote web](#), [zotero](#)

This guide highlights the unique features of citation management software, also known as citation managers.

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EndNote Web vs. Zotero

Guides to Using EndNote, EndNote Web, and Zotero

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INTRODUCTION TO CITATION MANAGERS

Citation management software, also known as bibliographic management software or citation managers, can help you manage and organize your citations and format bibliographies and footnotes in your papers.

Many different citation management tools are available - some are available for free while others are not. EndNote is a leading product in a group of desktop, fee-based, citation managers. Competing with the desktop products are web-based programs. Popular names in this second group are Refworks, EndNote Web, Zotero, and many more. All citation managers carry out the same basic functions but specific features may vary from program to program.

Most citation management tools can help you to:

- import citation information from databases and library catalogs
- collect, organize, and annotate citations
- generate bibliographies and format footnotes or endnotes in a variety of styles



Purdue University Libraries currently supports [EndNote](#), [EndNote Web](#), and [Zotero](#). The latter two are web-based and available free to Purdue users. See [this comparison chart](#) to learn more about these free programs so you can decide which one can better meet your research needs.

CITATION MANAGERS BASIC FUNCTIONS

- Providing a search interface.** For databases (such as PubMed, Biological Abstracts or PsycINFO), search by one of two modes:
 - through "connection" or "config" files. Searching databases directly from **within** the citation manager
 - through a combination of export-import "filters". Searching databases is performed as usual using vendor interfaces. Citations are selected and downloaded (**exported**) to your hard drive. The exported results are then **imported** into the citation manager using a special filter
- Creating a database of references.** Once citations are captured, they can be stored, organized and manipulated in personal mini-databases called "libraries" or groups. Many different "libraries" can be created and they can be constantly re-organized to meet changing needs.
- Inserting citations into word processing documents.** Using a "cite-while-you-write" feature, citations and **footnotes** can be inserted into their proper place as you write a paper or manuscript. As they are inserted, a **bibliography** is automatically generated and updated as you change the citations. The newest software versions can permit tables and figures to be inserted as "citations".
- Linking between citations to image or PDF files.** Recent versions of citation managers permit **links to image or PDF files** stored on the hard drive of your computer. Legends to images, figures and tables can be created. Linked images and PDF files can also be inserted into word processing documents as if they were citations.
- Creating a stand-alone bibliography (reference list).** Using criteria you determine, you can create stand-alone **bibliographies** that can be saved in common word processing program formats.

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RefWorks Tags: [refworks](#)

This libguide contains a collection of handouts and resources related to using RefWorks with our library resources at Rutgers University

Last Updated: Jun 3, 2013 | URL: <http://libguides.rutgers.edu/refworks> | [Print Guide](#) | [RSS Updates](#) | [Email Alerts](#) | [SHARE](#)

Home | **Logging in to RefWorks** | Import from Library Catalog (IRIS) | Import from Indexes and Databases | RefGrab-It | Write-N-Cite | RefWorks on Youtube

RefWorks & Zotero: Comparison | Manual entry

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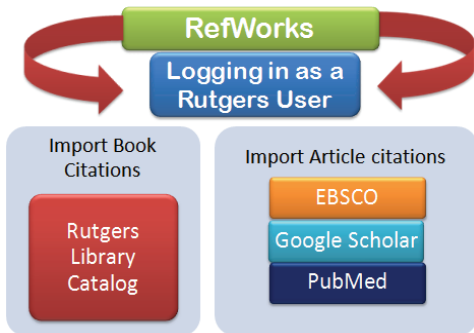
What is RefWorks?

RefWorks is a citation management software that is freely available to Rutgers faculty and students. Once you have created an account while you are at Rutgers, you will have life-long access to RefWorks, even after you leave Rutgers.

This guide is a collection of handouts, videos, and any useful materials related to using RefWorks.

Other than RefWorks, there are other software such as Zotero and Mendeley that may also help you manage your citations and create a bibliography (cited reference page). Visit www.zotero.org and www.mendeley.com for more information.

Getting help with RefWorks



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Citation Management Tools

For information on citation management tools such as RefWorks and EndNote Web, see the [Citation Management page](#).

Comments (0)

Need Help Citing Sources?

This guide provides quick access to examples and guidelines for some of the more frequently used citation styles.

Select from the above tabs for assistance with **APA, MLA, Chicago, or CSE** style. More style options can be found with the "Additional Styles" tab.


Always check first with your professor or editor to see if a particular style is required.

For information about preferred citation style for specific disciplines, refer to the following sites from Bedford St. Martins:

- ▶ [Research and Documentation Online: Overview](#)
- ▶ [List of Preferred Style Manuals](#)

Use an Online Citation Formatter

Try an online citation formatter like [KnightCite](#) to help you format your APA, MLA, and Chicago style citations. Just choose the type of reference you have and fill in the details. Always remember to double-check the formatted citation against your style guide just to be sure!



Need More Help?

Points of Contact

Library reference staff are ready to answer your questions and guide you to the resources that you need.

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155.454.4744

Or use the chat box to the right

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August 19, 2013

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- [RefWorks FAQ](#) provides answers to some common questions about using RefWorks at York.
- [RefWorks 2.0 web tutorial](#) introduces the new user interface.
 - [RefWorks 2.0 Fundamentals](#) is a collection of tutorials in PDF and streaming video formats.
 - The RefWorks 2.0 [Fact Sheet](#) and [Poster](#) are marketing materials that describe the benefits of the new interface.
 - [Webinars](#) are also available for both the classic and 2.0 interfaces.

How do I import/export from RefWorks?

It is possible to use RefWorks to search and directly import citation information from a number of web-based catalogues and other publicly available databases. In addition, many of York University Libraries' online databases and indexes support the exporting of data to RefWorks. For more information on importing citations from specific databases, look at the [RefWorks Library Guide](#) ("Working with references" tab -> Importing references) and [Additional databases](#).

Can I share my references with someone else?

RefShare is an add-on module for RefWorks that York University Libraries have licensed. It allows any RefWorks user to share a folder of references/citations or an entire database. Shared references/citations are stored on a newly-created web page and any individual can access this page if they have been given its URL. Further information is available on the "Other Features->RefShare" tab in the [RefWorks guide](#).

RefWorks/RefShare users also have the option of placing a link to shared folders on the York University Libraries' [Shared Area Page](#). For access to this added feature, please contact [RefWorks Help](#).

Getting Help

Upcoming RefWorks Workshops are listed on the [Library Workshops](#) page.

- No items in list

There are a few other ways for you to get help with your RefWorks account:

- Email York University Libraries for RefWorks Help: refworks@yorku.ca
- Questions may be directed to RefWorks technical support: refworks@scholarsportal.info

York University Libraries, 4700 Keele Street, Toronto, Ontario, M3J 1P3
Phone: 416-736-5150