References at the end of the paper

BOOKS and EBOOKS


Complete book

Chapter in a book

Ebook

ARTICLES (from databases or newspaper/journal/magazine websites)

For all electronic documents, look for a DOI (digital object identifier) number. If you cannot find a DOI, include the homepage URL for the cited source.

With DOI
Author1, A. A., Author2, B. B., & Author3, C. C. (Year). Title of article. Title of Periodical, volume (issue number), pages. doi:xx.xxxxxxxxxxx

Without DOI

Online newspaper article

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WEB PAGES (include as much information as possible)
In Text Citations in the body of the paper

Direct Quotes
A direct quote is a word for word copy of source material. The quote is enclosed in quotation marks. Include the author’s last name and date of publication as well as page numbers if available.

Two examples

"The market for these low-cost machines is being driven by inexpensive bandwidth” (Fontana & Montalbano, 2008, p.12).

John Fontana and Elizabeth Montalbano (2008) point out “the market for these low-cost machines is being driven by inexpensive bandwidth” (p.12).

Block Quotes
The block quote is used for direct quotations that are longer than 40 words. Indent the entire quote ½ inch or 5-7 spaces. Double space the entire quotation.

Example

Experts have said that the big question is how big the market will become for low-cost computing devices. ULCPCs are attracting interest from governments, schools, emerging markets and developing countries. Microsoft is fighting against emerging interests in using Linux over Windows to keep development costs down. (Fontana & Montalbano, 2008, p. 12)

Paraphrase/Summary
A paraphrase is a quotation rewritten in your own words. A summary is a condensed version of a longer passage from an outside source. Both require citations. Include the author’s last name and the year of publication. Page numbers are encouraged but optional.

Examples
John Fontana and Elizabeth Montalbano (2008) note that low priced Netbooks are gaining share because of the relatively cheap Internet access capable of downloading large files; the wealth of Internet based applications; and ability for files to be created, produced, stored, and administered on Internet hosted sites (p.12).

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