

## Citation Reference Chart

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<b>Items to note</b>	<ul style="list-style-type: none"> <li>• Use a hanging indent for all.</li> <li>• Use n.d. if no date is available.</li> <li>• Use n.p. if no publisher is available.</li> <li>• Format of a publication might be print or web.</li> </ul>	<ul style="list-style-type: none"> <li>• Use a hanging indent for all.</li> <li>• Only capitalize the first word of a title and subtitle EXCEPT in the case of periodicals/journals. Then the title of the periodical is capitalized normally.</li> <li>• Always list the city and the state of publication. Use the postal abbreviation for the state without periods.</li> <li>• Use n.d. if no date is available.</li> </ul>
<b>Book with one author</b>	Last name, First name. <i>Title of Book</i> . City of Publication: Publisher, Year of Publication. Format.	Last name, First Initial. (Year of publication). <i>Title of work: Subtitle of work</i> . Place of publication: Publisher.
<b>Book with no author</b>	<i>Title of Book</i> . City of Publication: Publisher, Year of Publication. Format.	<i>Title of work</i> . (Year of publication). Place of publication: Publisher.
<b>Work prepared by an editor with an author</b>	Last name, First name. <i>Title of Book</i> . Ed. Editor's First Name Last Name City of Publication: Publisher, Year of Publication. Format.	Last name, First initial. (Year of publication). <i>Title of work</i> . First initial of editor. Last name (Ed.). Place of publication: Publisher.
<b>Work prepared by an editor without an author</b>	Last name, First name, ed. <i>Title of Work</i> . Place of Publication: Publisher, Year of publication. Format.	Last name, First initial. (Ed.). (Year of publication). <i>Title of work</i> . Place of publication: Publisher.
<b>Article in a periodical</b>	Author. "Title of Article." <i>Title of Periodical</i> Day Month Year: pages. Format.	Last name, First initial. (Date of publication – not just year). Title of article. <i>Title of Magazine</i> , volume number, page number(s).
<b>Article in a scholarly journal</b>	Author. "Title of Article." <i>Title of Journal</i> Volume.Issue (Year): pages. Format.	Last name, First initial. (Year of publication). Title of article. <i>Title of Journal</i> , Volume number, page numbers. (Note: Journals whose pages are numbered starting with 1 in each issue also include the issue number after the volume number in parenthesis.)

<b>Encyclopedia entry</b>	Last name, First name. "Title of Entry." <i>Title of Encyclopedia</i> . Edition. Year of Publication. Format.	Last name, First initial. (Year of publication). Title of entry. In <i>Title of Encyclopedia</i> . (Vol. #, pp. #). Place of publication: Publisher.
<b>Entire website</b>	Editor, author, or compiler name (if available). <i>Name of Site</i> . Version number (if available). Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). Format. Date of access.	Last name of author, First initial. (Date of publication). <i>Title of webpage</i> . Retrieved from http://web address of the home page
<b>A webpage on a website</b>	Editor, author, or compiler name (if available). "Name of Webpage." <i>Name of Site</i> . Version number (if available). Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). Format. Date of access.	Last name of author, First initial. (Date of publication). <i>Title of webpage</i> . Retrieved from http://web address
<b>Database articles</b>	Complete these like the print title (usually a periodical/scholarly journal). After that add the <i>name of the database</i> . Format of publication. Date of Access.	When referencing a print article accessed in a database, cite the same as the print work. Only provide database information if the work is difficult to locate. Only provide retrieval date if the work is subject to changes, like a wiki.
<b>Formatting two or three authors</b>	Last name, First name, and First name Last name.	Last name, First initial., Last name, First initial.
<b>Formatting more than three authors</b>	Last name, First name, et al. <b>OR</b> Last name, First name, First name Last name, First name Last name, and First name Last name.	Last name, First initial., Last name, First initial., Last name, First initial., Last name, First initial., Last name, First initial.
<b>Formatting more than seven authors</b>	See above.	After the sixth author, use ellipses in place of the authors' names, then use the final author's name.  Last name, First initial., Last name, First initial., Last name, First initial., Last name, First initial., Last name, First initial., Last name, First initial., ... Last name, First initial.