

Guidelines for In-text Citations

All citations in the text of an essay must correspond to the list of works on the last page. MLA citations must include author's last name and page number (if available): (Carson 23). APA citations must include author's last name, date, and page: (Carson, 2016, p. 23).

All direct quotes require a lead-in, or narrative attributive phrase or tag set off with a comma:

Carson writes, "Political debates insure democratic processes" (23).

Summaries or paraphrases can be cited with lead-ins or with parenthetical citations:

Debates on political issues help to maintain our democratic system (Carson 23).

Carson writes that debates on political issues help to maintain our democratic system (23).

The first time you cite a source with either direct quotes or summaries, it is preferable to introduce the source with a lead-in and include some information about the author:

Rachel Carson, professor of economics at Jacksonville University, says, "Political debates insure democratic processes" (23).

Avoid redundancy: if an author's name is mentioned in the lead-in, do not mention it again in parentheses:

Carson writes, "Political debates insure democratic processes" (Carson 23).

Do not use the verb "quotes" in lead-ins. Use present tense active verbs (believes, claims, explains, argues, agrees, declares, reports, affirms, thinks, shows, maintains):

Carson quotes, "Political debates insure democratic processes" (23).

Summaries or paraphrases longer than one sentence require boundary markers or frames so readers know where they begin and end. Usually a lead-in at the beginning and parenthetical citation at the end will suffice. If a parenthetical citation is inappropriate, remind the reader of the source with a narrative tag in the final sentence:

Rachel Carson, professor of economics at Jacksonville University argues that there are problems with the current global tax system. Big firms routinely pay nearly nothing in taxes through controversial tax strategies. These schemes enrich mainly the wealthiest Americans asserts the *Times Union* article.

When quoting or paraphrasing the words of someone who is being quoted in a source, remember to use “qtd. in” (MLA) or “cited in” (APA) in parenthetical citation or clarify the source in the lead-in:

John F. Kennedy in his 1961 inaugural address declares, “Science, technology, and education can be the ally of every nation” (qtd. in Cooper).

Or

Liam Cooper notes that John F. Kennedy in his 1961 inaugural address declares, “Science, technology, and education can be the ally of every nation.”

Introduce long quotes in block format with a full sentence lead-in and a colon:

Liam Cooper in *The Kennedy Years* discusses the hopeful optimism of the era:

Kennedy was the youngest person elected U.S. President and the first Roman Catholic to serve in that office. For many observers, his presidency came to represent the ascendance of youthful idealism in the aftermath of World War II. The promise of this energetic and telegenic leader was not to be fulfilled, as he was assassinated near the end of his third year in office.

Works Cited

MLA 7th

Carson, Rachel. “Presidential Campaigns Schedule Debates for Early Primary Elections.” *Florida Times Union* 14 Jan. 2016: 23-24. *ProQuest*. Web. 5 Sep. 2016.

MLA 8th

Carson, Rachel. “Presidential Campaigns Schedule Debates for Early Primary Elections.” *Florida Times Union*, 14 Jan. 2016, pp. 23-24.

APA

References

Carson, Rachel. (2016, January 14). Presidential campaigns schedule debates for early primary elections. *Florida Times Union*, pp. 23-24. Retrieved from <http://www.business.com/timesunion.economics/article.ret/html>

Underlining can be used instead of italics: Florida Times Union

See <http://owl.english.purdue.edu> and style.mla.org for additional formatting information.