

# **Documentation of Information Sources in Academic Report (Part-III b)**

## **Pre - Ph.D. Course Work Paper I (Research Methodology)**

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# In-Text Citation

**In order to avoid plagiarism (using others' ideas without giving them credit) each source used in the research paper must be cited in two places:**

- In text
- In the reference page

## Three types of In-Text Citations:

### Summarize

Gustafson, J. (2013). Diversity in municipal police agencies: A national examination of minority hiring and promotion. *Policing*, 36(4), 719-736. <http://dx.doi.org/10.1108/PIJPSM-01-2013-0005>

Gustafson notes that most research on minority hiring in policing has focused on either external or internal organizational factors, with the effect of city size or geographic location considered only as covariates (2013).

### Paraphrase

Research on minority hiring practices in policing has tended to focus on internal or external factors particular to the profession; other significant factors such as city size or geographic location of the police department have been used primarily as covariate control factors (Gustafson, 2013).

### Direct Quote - “ ”

According to Gustafson (2013), “Research to date on minority hiring/representation in policing has divided explanatory factors into two categories: those factors having an external influence on the organization and those factors operating from within the organization (p.721).”

# In-Text Citation Format

An in-text citation usually includes the following information:

- **Author's last name** (no first name or initial)
- **Publication date** (year only—even for electronic sources)
- **Page number** (required for quotations; optional for paraphrases)

The rest of the information about the source appears in the References list.

# In-Text Citations with Quotations

**IF YOU TAKE THE QUOTE DIRECTLY FROM THE SOURCE YOU MUST PLACE IT IN QUOTES.**

Author's name, year, and page number immediately following quotation:

"Students often had difficulty using APA style, especially when it was their first time" (Hyland, 2003, p. 354).

Author's name in the sentence, immediately followed by year.

Page number immediately following quotation

According to Hyland (2003), "students often had difficulty using APA style, especially when it was their first time" (p. 354).

## In-Text Citation Format In the Body of Paper (Paraphrase or Summarize)

Author's name and publication year at end of sentence:

- People with bipolar disorder often have lower wages, and higher rates of unemployment, work absenteeism, and reliance on workmen's compensation (Smith, 2007).

Author's name in the sentence (aka Signal Phrase) immediately followed by year:

- According to Smith (2007), people with bipolar disorder often have lower wages, and higher rates of unemployment, work absenteeism, and reliance on workmen's compensation.

# In-Text Citations

	Basic	Author Name in Sentence
When you summarize or paraphrase a source	(Smith, 2007)	Smith (2007)
When you quote a source	(Hyland, 2003, p. 21)	Hyland (2003) "... " (p. 21)

# In-Text Citations: Multiple Authors

	Basic	Author Names in Sentence (Signal Phrase)
<b>2 Authors</b>	(Verhaak & de Haan, 2007)	Verhaak and de Haan (2007)
<b>3-5 Authors</b>	<b>first citation</b> (Zandt, Prior, & Kyrios, 2006)  <b>subsequent citations</b> (Zandt et al., 2006)	<b>first citation</b> Zandt, Prior, and Kyrios (2006)  <b>subsequent citations</b> Zandt et al. (2006)
<b>6+ Authors</b>	(Storch et al., 2006)	Storch et al. (2006)

# In-Text Citations: Other Variations

	Basic	Author Name(s) in Sentence ( Signal Phrase)
Group as Author	(University of Pittsburgh, 2007)	University of Pittsburgh (2007)
No Author	("Study Finds," 2007) ( <i>College Bound Seniors</i> , 2008)	"Study Finds" (2007) <i>College Bound Seniors</i> (2008)
No Publication Date	(Basham, n.d.)	Basham (n.d.)
Multiple Pages	(Gee, 2005, pp. 8-9)	Gee (2007)...(pp. 8-9)
No Page Numbers	(Brown, 2007, para. 6)	Brown (2007)...(para. 6)



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# Important

**The in-text citation points the reader to the full citation on your References page. For this reason, it is important that the first word of the in-text citation matches the first word of the full citation on the Reference page**

**Example:**

**In-text citation:**

**“...Perhaps the greatest tragedy of the 1968 demonstration is the fact that little has changed in the world of sport, in some respects, the situation has worsened” (Denham, 2005)**

**Full Citation: (References page)**

**Denham, B. E (2005). Race, culture, and the revolt of the Black athlete: The 1968 Olympic protests and their aftermath Social Forces, 83(4), 1781+. Retrieved from [http://link.galegroup.com/apps/doc/A136454687/OVIC?u=nyal\\_me\\_moncol&xid=d7315](http://link.galegroup.com/apps/doc/A136454687/OVIC?u=nyal_me_moncol&xid=d7315)**

# Reference

- [https://docs.google.com/document/d/1pJmUqHUYbMWGwyo9\\_1QJu8S3\\_uJAjJvwu\\_JtmWiJT9o/edit#](https://docs.google.com/document/d/1pJmUqHUYbMWGwyo9_1QJu8S3_uJAjJvwu_JtmWiJT9o/edit#)
- [https://aut.ac.nz.libguides.com/ld.php?content\\_id=48644747](https://aut.ac.nz.libguides.com/ld.php?content_id=48644747)
- <https://monroecollege.libguides.com/apa/intextcitations>
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