

## Writing a Research Paper Documenting Your Sources

One of the most important steps in writing a research paper is documenting your sources! Any information you include in a paper that comes from an outside source must be properly cited, so it is essential you gather the right information when you first get the source. There is a lot to include, so here is a list for some of the main types of sources (remember, just get the info now; we'll fix the format later!):

If you're using a **book** (one in which the author on the cover has written every chapter):

1. Author's (or authors') full name(s) as written
2. Title of book
3. Publishing company
4. City of publishing company
5. Year of publication
6. Page numbers (that your information comes from)

If you're using a **chapter from a book** (this means the particular chapter is by an author and the overall book is *edited* by someone else):

1. Author's (or authors') full name(s) as written
2. Title of chapter
3. Editor(s) of book
4. Title of book
5. Publishing company
6. City of publishing company
7. Year of publication
8. Page numbers (both where your info comes from and the inclusive pages for the chapter)

If you're using a **journal article**.\*

1. Author's (or authors') full name(s) as written
2. Title of article
3. Title of journal
4. Date of publication (as specific as possible: day, month, and at least year)
5. Page numbers (both where your info comes from and the inclusive pages for the article)

If you're using a **website**,\* get as much of this information as you can (and if a lot of it is missing, it might not be a credible website to use!):

1. Author's (or authors') full name(s) as written
2. Title of webpage
3. Title of the larger website that the webpage appeared in
4. Date it was last updated
5. Date you accessed the site
6. Page numbers, if possible, or paragraph numbers, if not
7. Website URL
8. Date you accessed the information

\*If you're using an **online version of a journal article**, you will need information from both lists—journal and website—so try to fill out both sets of information.

There are a lot of other kinds of sources available to you—newspapers, interviews, documentaries, etc.—so please don't think you're limited to those listed here. This is just a jumping-off point and if you have questions about other kinds of sources, please ask your teacher or the writing consultant in the Learning Center.