# **Quotations and Citations**

## **Quotations**

In an essay, writers use quotations when they want to include words directly from another source. When you borrow words from another author, you must use quotation marks.

**TIP**: When quoting an author directly, it is very important that you introduce the quote and write a follow up sentence, so that it fits in with your paragraph. The introduction to the quote is called a **signal phrase**.

LONG QUOTATIONS: When quotations run over four lines in your essay, you should double indent it from the left margin. Also, quotation marks are not required because the indentation tells readers that the quotation is taken word for word from the source. Long quotations are usually introduced by a sentence ending with a colon. At this stage of your writing, you must ask your teacher if you are planning to include a long quotation in your essay.

It is now common to see women in Parliament, but, as Alison Prentice points out, the first female MP faced a great deal of resistance:

The first woman seated in the federal House of Commons, Agnes Macphail, faced discrimination during all stages of the political process. Although Macphail won the United Farmers of Ontario federal nomination over ten men at the South-East Grey Convention in September 1920, protests against her candidacy flooded the riding executive (Macphail 279).

## **In-Text Citations (MLA Format)**

1. <u>Author named in a signal phrase:</u> If you introduce the quote by stating the author's name, simply put the page number in brackets at the end of the sentence.

Flora Davis reports that a chimp at the Yerkes Primate Research Center "has combined words into new sentences that she was never taught" (67).

2. <u>Author not named in a signal phrase</u>: If the author's name is not introduced before the quotation, the author's last name and the page number must appear in brackets.

Although the baby chimp lived only a few hours, Washoe signed to it before it died (Davis 42).

3. Two or more works by the same author: If you have two resources by the same author, include the underlined title in the signal phrase or an abbreviated form of the title in brackets at the end of the quotation. If the author is not mentioned in the signal phrase, the last name must also be in brackets.

In <u>Eloquent Animals</u>, Flora Davis reports that a chimp at the Yerkes Primate Research Center "has combined words into sentences that she was never taught" (67).

Flora Davis reports that a chimp at the Yerkes Primate Research Center "has combined words into sentences that she was never taught" (Eloquent 67).

According to one researcher, a chimp at the Yerkes Primate Research Center "has combined words into sentences that she was never taught" (Davis, <u>Eloquent</u> 67).

4. Three or more authors: If your source has three or more authors, include only the first author's name (alphabetically first) followed by "et al." (Latin for "and others") in the signal phrase or in the brackets.

The study was extended for two years, and only after results were duplicated on both coasts did the authors publish their results (Doe et al. 137).

5. <u>Corporate Author</u>: When the author is a corporation or organization, name the corporate author in the signal phrase and put the page number of the document in brackets.

Revenue Canada Taxation warns that "a claim that is not supported by the required receipt, certificate or form may be disallowed" (5).

6. <u>Unknown Author:</u> If the author is not given, put the complete title in the signal phrase or a shortened title in brackets.

The UFO reported by the crew of a Japan Air Lines flight remains a mystery. Radar tapes did not confirm the presence of another craft ("Strange Encounter" 26).

## Works Cited

A works cited is a list of the sources you used to find information about your topic. It appears at the end of your essay.

#### Steps to creating a works cited page:

- Start on a new page and title your page Works Cited. Your title should be centered at the top of the page.
- List in alphabetical order according to author, all the sources that you have used. If the work has no author, alphabetize by the first word of the title other than *A*, *An*, *or The*.
- Start the first line of each entry at the margin, but all additional lines must be indented five spaces.

# 1. Basic Format for a Book:

Brad, Dionne. No Language is Neutral. Toronto: Coach House, 1990. (author's name) (title of book) (place of publication) (publisher) (date)

### 2. Two Authors:

Sacco, Vincent F., and Leslie W. Kennedy. *The Criminal Event: An Introducation to Criminology*. Scarborough, ON: Nelson Canada, 1994.

# 3. Three or More Authors:

Woodrow, R. Brian, et al. Conflict over Communications Policy: A Study of Federal-Provincial Relations and Public Policy. Montreal: C.D. Howe Institute, 1980.

# 4. Corporate Author:

Worker's Compensation Board of Nova Scotia. 1990 Annual Report. Halifax: WCBNS, 1990.

#### 5. Unknown Author:

Nelson World Atlas: A Metric Atlas. Don Mills, ON: 1974.

6. Film/Documentary

Cameron, James, dir. Titanic. Perf. Leonardo DiCaprio. Kate Winslet, 1996. Film.

7. Personal Interview

Purdue, Pete. Personal interview. 1 Dec. 2013.

8. Survey

Smith, John. "Hot Lunch Options." Survey. 6 June 2012.

#### Citing Electronic Sources:

\*RECENT CHANGE - MLA no longer requires the use of URLs in MLA citations!

Here are some common features you should try and find before citing electronic sources in MLA style. Not every Web page will provide all of the following information. However, collect as much of the following information as possible both for your citations:

Author and/or editor names (if available)

• Article name in quotation marks (if applicable)

- Title of the Website, project, or book in italics. (Remember that some Print publications have Web publications with slightly different names. They may, for example, include the additional information or otherwise modified information, like domain names [e.g. .com or .net].)
- Any version numbers available, including revisions, posting dates, volumes, or issue numbers.
- Publisher information, including the publisher name and publishing date.
- Take note of any page numbers (if available).
- Date you accessed the material.

9. A Page on a Web Site

For an individual page on a Web site, list the author or alias if known, followed by the information covered above for entire Web sites. Remember to use *n.p.* if no publisher name is available and *n.d.* if no publishing date is given.

"How to Make Vegetarian Chili." eHow. Demand Media, n.d. Web. 24 Feb. 2009.

10. An Article in a Web Magazine

Provide the author name, article name in quotation marks, title of the Web magazine in italics, publisher name, publication date, medium of publication, and the date of access.

Bernstein, Mark. "10 Tips on Writing the Living Web." A List Apart: For People Who Make Websites. A List Apart Mag., 16 Aug. 2002. Web. 4 May 2009.

11. Article in an Online Scholarly Journal/ Newspaper Article That Also Appears in Print Cite articles in online scholarly journals that also appear in print as you would a scholarly journal in print, including the page range of the article. Provide the medium of publication that you used (in this case, Web) and the date of access.

Wheelis, Mark. "Investigating Disease Outbreaks Under a Protocol to the Biological and Toxin Weapons Convention." *Emerging Infectious Diseases* 6.6 (2000): 595-600. Web. 8 Feb. 2009.

#### 12. E-mail (including E-mail Interviews)

Give the author of the message, followed by the subject line in quotation marks. State to whom to message was sent, the date the message was sent, and the medium of publication.

Neyhart, David. "Re: Online Tutoring." Message to Joe Barbato. 1 Dec. 2000. E-mail.

#### 13. A Listserv, Discussion Group, or Blog Posting

Editor, screen name, author, or compiler name (if available). "Posting Title." *Name of Site*. Version number (if available). Name of institution/organization affiliated with the site (sponsor or publisher). Medium of publication. Date of access.

Salmar1515 [Sal Hernandez]. "Re: Best Strategy: Fenced Pastures vs. Max Number of Rooms?" BoardGameGeek. BoardGameGeek, 29 Sept. 2008. Web. 5 Apr. 2009.

#### 14. A Tweet

Begin with the user's name (Last Name, First Name) followed by his/her Twitter username in parentheses. Insert a period outside the parentheses. Next, place the tweet in its entirety in quotations, inserting a period after the tweet within the quotations. Include the date and time of posting, using the reader's time zone; separate the date and time with a comma and end with a period. Include the word "Tweet" afterwards and end with a period.

Brokaw, Tom (tombrokaw). "SC demonstrated why all the debates are the engines of this campaign." 22 Jan. 2012, 3:06 a.m. Tweet.

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Mrs. Cabel

English 10

11 March 2014

The Scene of Decay: the Recent Heroin Epidemic

On a chilly, Sunday morning in Manhattan, a disheveled man lay lifeless in his apartment. A needle sticks out of his left arm and his cheeks sink in as though catching a final breath. He's surrounded by dozens of small packages stamped with various logos. Five empty packages are strewn over the garbage can. The scene is decay. It is despair. It is foul. I know what you're thinking - scenes like this are a dime a dozen in the dingy alleys and apartments of New York City. And you're right. But this particular case has brought international attention to the growing epidemic of heroin use in North America. You see, this man was Phillip Seymour Hoffman, an Oscar winning actor and Broadway star. And what we thought when we read the story was wow, this could happen to anyone. Heroin is not a drug that is exclusive to the stereotypical drug addicts that we see in movies. In fact, people from all walks of life are exposed to and use the drug. Of particular concern is the recent growth in popularity of the drug, which has sparked one politician, the Governor of Vermont, to declare a "full-blown heroin crisis" in his state (Nayman). But what has caused this drug, which has been off the radar for forty years, to make a comeback? The resurgence of heroin as a "problem drug" in the United States and Canada is a result of shrewd marketing on the part of dealers, as well as a mass switch to the drug by those who abused painkillers.

Heroin, a drug that had been dying out in use, is now seeing a resurgence of popularity. 
"Heroin" was coined as a brand name by Freidrich Bayer & Co. in the late 1800s, and was 
originally promoted as a sedative for coughs in the United States. Certainly much has changed