

TIPS FOR CITING SOURCES

1. Each book is different; each art piece is different; each film is different; each everything is different, so citations need to be carefully and properly listed any time anyone else's works are used as sources. Below are some tips to help students correctly cite sources and score maximum points on this assignment.
2. No handwritten assignments are acceptable in college. If you are working on an assignment that requires footnotes, textnotes, or bibliography, type it all or accept a zero for your paper. This applies at the big schools like UT and A&M, and it applies the rest of the collegiate world a well.
3. Irregular fonts and overly large font sizes do not improve your work. They are useless, and they aggravate the teacher.
4. If a source does not have an author, a title, a publisher, or a publication date, be wary of using the source. It may be useful, but in the digital world, lots of crap gets put into public view without being peer-reviewed or edited by anyone knowledgeable in the subject field or a publisher.
5. "Web" is not a source or citation. However, it may be acceptable if you found the source in a particular database like Ebscohost and you make clear that you found it there and you have a clear and complete citation with author, title, and the rest. Generally, when using a web source, include the <full web address> at the end of the citation.

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6. Listing the same source twice does not count as two sources in a bibliography.
7. Fictional works are usually unacceptable as sources in history papers. (A possible exception is when the fictional or literary sources are used in a way to highlight perceptions or misunderstandings of historical events.) For this assignment, stick to non-fiction sources.
8. Make sure you have a sentence that states that the source is primary or secondary and explains why.
9. Sometimes, writers will want to use a source that is part of another source. For example, some books will include documents/primary sources quoted or copied in full: a person's famous speech, or a newspaper's full article published on a particular day. It is acceptable in this assignment (though not preferred in higher level collegiate work) to use the document in the list of primary sources. However, the citation will have to be a compound citation to make it work. Write the author's name, title of work, and date; then continue the citation by writing "found in" and write the proper citation for the book the primary source was in with its author, title, etc, etc.
10. The statement "it gives good information" does not prove a source to be a primary source, or a secondary source.