You must cite any sources you have consulted, regardless of whether you presented the ideas from these sources in your own words or if you quoted from them directly.

Footnotes are numbered citations listed at the bottom of each page in the research paper.

A works cited page lists all the sources you used in your paper.

You must cite any sources you use both in the footnotes (at the bottom of the page on which the information appears) and on the works cited page (at the end of your paper).

The first time you mention a work in a footnote, you must provide full publication details (see guidelines that follow).

All subsequent footnotes of a source that has already been cited may be shortened to the author’s last name, abbreviated title, and the appropriate page reference.

Any footnote that immediately follows a footnote of the same source may be shortened to “ibid” (short for ‘ibidem’ - the Latin word for “in the same place”) and the appropriate page reference.

Your paper must be double-spaced but footnotes and works cited pages are single-spaced.

Start assigning page numbers to the second page of text, including blank pages and appendices. The works cited page does not need a page number.

In the works cited, entries are listed in alphabetical order according to the authors’ last names.

Here are the citation formats for the following text: “Hitler decided that the issue had been settled.”1

|  |  |  |
| --- | --- | --- |
| **Book** | | |
| Footnote Entry | | 1. Susan Smith, *The History of WWII* (New York: Random House of Canada, 2015), 342. |
| Works Cited Entry | | Smith, Susan. *The History of WWII* (New York: Random House of Canada, 2015). |
| **Article – Print Version** | | |
| Footnote Entry | 9. Susan Smith, “The Nazi Party,” *World War II Magazine*, 87, no. 2 (2008): 98. | |
| Works Cited Entry | Smith, Susan. “The Nazi Party,” *World War II Magazine*, 87, no. 2 (2008). | |
| **Website** | | |
| Footnote Entry | 15. Susan Smith, “The Nazi Party,” *World War II Online*. January 30, 2008. Accessed May 31, 2015. http://www.historynet.com/worldwar2magazine/thenaziparty. | |
| Works Cited Entry | Smith, Susan. “The Nazi Party,” *World War II Online*. January 30, 2008. Accessed May 31, 2015. http://www.historynet.com/worldwar2magazine/thenaziparty. | |