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BRIDGING
RESEARCH AND PRACTICE

In-Text Citations
- When using a quote or paraphrasing, place a parenthetical citation with the **last name** of the author and the **page number** that the quote was found on. For example:
  "Organizations function more effectively when employees are willing to be good citizens and help each other in the workplace" (Deery, Iverson, and Zatzick 211).
- When the sentence already includes the last name of the author, the only thing to include at the end is the page number. For example:
  Deery, Iverson, and Zatzick conclude that "organizations function more effectively when employees are willing to be good citizens and help each other in the workplace" (211).
- All in-text citations should refer to an entry in the Works Cited list.

Works Cited/Bibliography
- References should appear on a new page at the end of the paper.
- List references alphabetically by the author's last name.
- The first line of each reference should not be indented, but following lines must be indented ½ inch.
- Capitalize each word in the titles of articles and books.
- Maintain double-spaced formatting throughout the Works Cited list.
- If the source has more than one author, list authors in the order they appear on the source material. Use a comma between each author, and the word "and" before the final one.
  - For example: Jones, Ann, and Bob Smith.
- MLA Style no longer requires URLs to be listed in citations. URLs can change, and most sources can be found in multiple websites; and therefore, sources can be found using the source title in a simple search on the Internet.
- If the publication date is not provided use *n.d.* If a publisher is not provided, use *n. p.*

Citing Sources: Templates and Examples

Book

Template
Author's last name, First name. *Title of Book*. Publication city, state/country: Publisher, Year of Publication. Medium of

Publication.

Example
Dotter, Earl. *The Quiet Sickness: A Photographic Chronicle of Hazardous Work in America.* Fairfax, VA: American

Industrial Hygiene Association. Print.

Chapter in a Book

Template
Author's last name, First name. "Title of Chapter." *Title of the Book.* Ed. Editor's name(s). Publication city,

state/country: Publisher, Year of Publication. Page range of entry. Medium of Publication.

Example
Strauss, Susan. "Implicit Bias and Employee Discrimination." *Women, Work and Family: How Companies Thrive with*

a 21st Century Multicultural Workforce. Ed. Michele A. Paludi. Santa Barbara, CA: Praeger, 2014. 45-56.

Print.

Journal Article

Template
Author's last name, First name. "Title of article." *Title of Journal or Periodical* volume number.issue number (Year of

Publication) : pages. Medium of publication. Date of access.

Example
Wills, Jane. "Subcontracted Employment and its Challenge to Labor." *Labor Studies Journal* 34.4 : 441-460. Web. 2

Feb. 2015.

Journal Article from a Database

Template
Author's last name, First name. "Title of article." *Title of Journal or Periodical* volume number.issue number (Year

of Publication) : pages. *Name of database.* Medium of publication. Date of access.

Example
EL Ghak Zribi, Teheni, Hazar Temmi, and Nadia Zrelli. "Can Labor Market Flexibility Affect Unemployment? A Panel

Data Analysis. *Journal of Human Resources Management and Labor Studies* 2.1 (2014) : 17-40. *Academic*

Search Premier. Web. 2 Feb. 2015.

Article on Website

Template
Author's last name, First name. "Name of Article on Website." *Name of Magazine or Main Website Name*. Publisher

name if available, publication date. Medium of publication. Date of access.

Example
Burnett, John. "Old Unions Can't Cope With the New World*.*" *U.S. News & World Report*. 26 May 2015. Web. 7 Feb.

2016.

Blog Post

Template
Author's last name, First name. "Title of Post." *Name of Blog*. Name of sponser or publisher of Blog, Blog date.

Medium of Publication. Date of access.

Example
Sachs, Benjamin. "Liss- Riordan Statement on Lyft Settlement." *onlabor: Workers, Unions and Politics*. Onlabor:

Workers, Unions and Politics, 29 Jan. 2016. Web. 2 Feb. 2016.