

# **General Guidelines for References:**

## **Print Sources**

When preparing the References Cited list with print sources, each entry must include the following parts:

**1. Author(s)**

Who wrote the ideas and information? This can be one person or more than one person. For some general information, sometimes we use ideas from an organization. In rare cases, we use material written by an anonymous source.

**2. Year of publication** (and month and day, if appropriate)

**3. Title of the author's work**

What did the author write?

**4. Title of source**

Where is does this work appear? A journal? A chapter in an edited book? A newspaper?

**5. Other publishing information** (if appropriate)

- a. Place of publication
- b. Publisher
- c. Page numbers (location) for work from journals or books

Also, consult the section on "Preparing a Works Cited List" in the