REPRESENTING EVALUATION IN YOUR WRITING

The following information has been taken in part from:


INTRODUCE YOUR SOURCES

One of the ways to avoid plagiarism is to introduce your sources. An introductory lead-in can include one or more of the following elements.

The author's name.

According to Doe,

John Doe writes that

In an article by John Doe, we read

A description of the author (credentials, job title, etc.).

A Yale University psychologist reports

A State of California geologist says

The title of the book or article.

In A History of Secret Codes, we learn

The article, "The Botanical Source of Western Medicine," traces

The name of the journal or Web site.

A study of the poet first appeared in English Literary History, discussing

The Procter and Gamble Web site offers information about

A brief summary of the content.

In a discussion of children and television violence

A rhetorical analysis of the poem has shown

A recent article about the design of room lighting tells us

An expression of the role of the quotation.

Arguing exactly the opposite,

As evidence of this,

Coming to a similar conclusion by way of a different approach,

A combination of the above elements (two or three at most).

John Doe, writing in the Journal of the American Medical Association,

notes that many popular foods are high in fat:

Too many words, argues John Doe, can obscure meaning:

A report by a water analysis laboratory names the probable source:

USE A VARIETY OF INTRODUCTORY VERBS

"John Doe says" is one way to introduce a quote. However, it tends to be repetitive to use the same verb over and over again. Demonstrate your evaluation of the source’s reliability by using appropriate terms that emphasize evaluation. Use these "signal verbs" to show your understanding of the author’s purpose (what the author is trying to achieve in his or her writing) and how successful the author is in achieving that purpose. Choose your terms carefully so that they genuinely reflect the tone and substance of each cited source. Refer to the attached list for some helpful hints.
<table>
<thead>
<tr>
<th>TABLE OF QUOTATION VERBS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SAYS</strong></td>
</tr>
<tr>
<td>The verb introduces the quotation as information.</td>
</tr>
<tr>
<td>adds</td>
</tr>
<tr>
<td>believes</td>
</tr>
<tr>
<td>comments</td>
</tr>
<tr>
<td>describes</td>
</tr>
<tr>
<td>discusses</td>
</tr>
<tr>
<td>emphasizes</td>
</tr>
<tr>
<td>explains</td>
</tr>
<tr>
<td>mentions</td>
</tr>
<tr>
<td>notes</td>
</tr>
<tr>
<td>observes</td>
</tr>
<tr>
<td>offers</td>
</tr>
<tr>
<td>points out</td>
</tr>
<tr>
<td>remarks</td>
</tr>
<tr>
<td>reports</td>
</tr>
<tr>
<td>says</td>
</tr>
<tr>
<td>states</td>
</tr>
<tr>
<td>writes</td>
</tr>
<tr>
<td><strong>ARGUES IN FAVOR</strong></td>
</tr>
<tr>
<td>The verb indicates that the source is providing evidence or reasons for a position.</td>
</tr>
<tr>
<td>argues</td>
</tr>
<tr>
<td>asserts</td>
</tr>
<tr>
<td>contends</td>
</tr>
<tr>
<td>demonstrates</td>
</tr>
<tr>
<td>holds</td>
</tr>
<tr>
<td>illustrates</td>
</tr>
<tr>
<td>indicates</td>
</tr>
<tr>
<td>insists</td>
</tr>
<tr>
<td>maintains</td>
</tr>
<tr>
<td>proposes</td>
</tr>
<tr>
<td>shows</td>
</tr>
<tr>
<td>supports</td>
</tr>
<tr>
<td><strong>STATES ERRONEOUSLY</strong></td>
</tr>
<tr>
<td>The source makes a statement that you are skeptical about (be careful of your tone if you use these).</td>
</tr>
<tr>
<td>alleges</td>
</tr>
<tr>
<td>assumes</td>
</tr>
<tr>
<td>claims</td>
</tr>
<tr>
<td><strong>CONTINUES</strong></td>
</tr>
<tr>
<td>You continue to refer to or quote the source.</td>
</tr>
<tr>
<td>continues</td>
</tr>
<tr>
<td>goes on to say</td>
</tr>
<tr>
<td>states further</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

It is extremely important to remember to use correct bibliographic citation for in-text citations and in the bibliography/works cited.
Introducing MLA, 8th edition

Below is a template of the Core Elements, which are the basis of any MLA citation. Use the order and punctuation listed on this chart. Skip elements that are not available.

“Container” is a new word that MLA uses to help students recognize that works (ie: an editorial) may reside in a larger vehicle, the “container” (ie: a newspaper). There are even times when you may have two containers to think about for your citation (you’ll see examples below to learn how to handle two “containers”).

What are the Core Elements?

- Author: the person or group who is primarily responsible for the particular work (or part of a work) that you focused on.
- Title of source: italicize titles if they are a whole (ie: a book), or put them in quotes if they are a part of a whole (ie: a chapter in a book). If there is no title, use a short description (no italics or quotation marks).
- Title of container – see below. Italicized.
- Other contributors: editors, translators, etc.
- Version: editions (ie: you are using MLA 8th edition)
- Number: volumes and issues
- Publisher: the organization that made the content available. Publishers are NOT listed for journals, sites that have essentially the same name as their publisher (ie: The New York Times), and “containers” that provide the platform (ie: WordPress) – this last category is included as a “container” earlier in the citation.
- Publication date: listed in this format, 25 Apr. 2013, 10:30 p.m. (time only if available, ie: a comment on a blog).
- Location: depends on the format of publication. Location can be page numbers of a printed article, the URL of an online work, a DOI (digital object identifier) if it’s available, the disc number of a set of DVDs, or even the physical location of a physical object (ie: Metropolitan Museum of Art, New York).

(This chart is an adaption of the work of the librarians at Carleton University from their “Citing Sources” guide).

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Scholarly Journal Articles
(Created by Paula Moskowitz)

Scholarly Journal – with URL (Subscription Database) – Two “container” and two “location” example.

This example has two “containers” – the name of the journal and the name of the library database where you can access the full-text of the journal. This example also has two “locations” – page numbers and a URL. This is due to the fact that both are available since the article is accessible in a PDF format.


Scholarly Journal – with DOI (Subscription Database) – Two “container” and two “location” example


Scholarly Journal (Online)

This example includes two locations: the page numbers and the URL (if a DOI was included, the DOI should be used rather than the URL).


Popular Sources: Newspapers, Magazines, Websites

Newspaper (print, online, and from a database)

Newspaper (Print)

Author  Title of source
↓  ↓

Version  Publication date  Location – page numbers in this example

Newspaper (Online)

Author  Title of source
↓  ↓

Publication date  Location – a URL in this example  Access date
**Newspaper (Subscription Database) — Two “container” example**

This example has two “containers” — the name of the newspaper and the name of the library database where you can access the full-text of the newspaper (this is especially helpful when the full-text of an online newspaper may be behind a paywall).


**Author**

Chozick, Amy, and Nicholas Confessore.

**Title of source**


**Title of “container” #1 — a newspaper in this example**


**Title of “container” #2 — a database in this example**


**Location — a URL in this example**


Magazines (print, online, and from a database)

Magazine (Print)


Magazine (Online)

Magazine (Subscription Database) – Two “container” and two “location” example

This example has two “containers” – the name of the magazine and the name of the library database where you can access the full-text of the magazine (this is especially helpful when the full-text of an online magazine may be behind a paywall).

This example also has two “locations” – page numbers and a URL. This is due to the fact that both are available since the article is accessible in a PDF format.

Author Title of source


Websites

Entire Website

In this example, the author of the website is known. The website is a whole onto itself so the title is italicized. There is no other “container.”


Entire Website (no author)

In this example, no author is available, so the citation begins with the name of the website. The website is a whole onto itself so the title is italicized. There is no other “container.”

Page on a Website

In this example, the author of the webpage is known. The title of the source is in quotes because it is part of a larger whole, the website. The website serves as the “container,” and therefore its name is in italics.


Page on a Website (no author)

In this example, no author is available, so the citation begins with the name of the webpage. The title of the source is in quotes because it is part of a larger whole, the website. The website serves as the “container,” and therefore its name is in italics.

**Social Media: Twitter, Facebook, Instagram, Comments**

**Twitter**

- **Author**: @Mville_College
- **Title of source – full text of tweet**: "Enjoy your fall break Valiants! #MvilleFallBreak." **Publication date**: 7 Oct. 2016, 2:10 p.m.
- **Title of “container”**: Twitter
- **Location – a URL in this example**: https://twitter.com/Mville_College/status/784501096781910016
- **Access date**: 12 Oct. 2016

**Facebook**

- **Author**: Manhattanville College Library
- **Title of source – first several words of post**: “Banned Books Week is Coming!” **Publication date**: 21 Sept. 2016, 8:15 a.m.
- **Title of “container”**: Facebook
- **Location – a URL in this example**: https://www.facebook.com/93180807427/photos/a.10150276086487428.334717.93180807427/10154009536862428/?type=3&theater
- **Access date**: 12 Oct. 2016
Instagram

Author

Title of source – first several words of caption (if any)

Title of “container”

Publication date

manhattanville_college. “Reid Castle in the fall is always an awesome sight.” Instagram, 28 Sept. 2016,


Comments

Comments are an important component of social media and can be used in almost any of the above formats. The example here is for a comment on a blog post. If you are citing a blog itself, use the format for a page on a website and be thoughtful with the container/publisher choice for the blogging platform (discussed on page 1).

Author

Title of source – here with a comment indicator

Title of “container”

Publication date


Multimedia: Images, Videos/Film, and Audio

Image

Author: Hunter, Josh
Title of source: "No Cats Here. Just a Chicken...With Ears.”
Title of container: Flickr
Publication date: 7 Oct. 2009
URL: https://flic.kr/p/76KfgD

YouTube

Author: AngryTiger007
Title of source: “Top 10 Unbelievable Unlikely Animal Friendships Compilation.”
Title of container: YouTube
Publication date: 14 June 2015
URL: https://youtu.be/TKTR0544mRU
Film or Video (Subscription Database) (Created by Paula Moskowitz)

Use this citation structure if citing a film or video found in a database, such as Films on Demand, Hulu, Netflix, Amazon Prime, and/or HBO Go


Film or Video (Not Viewed Online) (Created by Paula Moskowitz)

**The Little Mermaid. Directed by Ron Clements and John Musker, Walt Disney Pictures, 17 Nov. 1989.**
Podcast

This example is of a podcast accessed via an app. The app is listed as "container" #2.

Books (print and online)
(Created by Paula Moskowitz)

**Book with one author**

<table>
<thead>
<tr>
<th>Author</th>
<th>Title of Book</th>
<th>Publisher</th>
<th>Publication Date</th>
</tr>
</thead>
</table>

**Book with more than one author**

<table>
<thead>
<tr>
<th>Author</th>
<th>Title of Book</th>
<th>Publisher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gillespie, Paula, and Neal Lerner</td>
<td><em>The Allyn and Bacon Guide to Peer Tutoring</em></td>
<td>Allyn and Bacon, 2000</td>
</tr>
</tbody>
</table>

**An Anthology or Collection**

<table>
<thead>
<tr>
<th>Author</th>
<th>Title of Chapter</th>
<th>Title of Book-Container</th>
<th>Publisher</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Publication Date</th>
<th>Location—page numbers in this example</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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**e-Book (found on a website or database)**


**Location-URL in this example**


**Access date that the book was retrieved.**

**e-Book from an E-Reader**


**Publication Date**

Paula Moskowitz-Sept. 21, 2018
In-Text Citations

Whether you directly quote or paraphrase an author in your writing, you must give credit to the author/source in your paper. The way you do this is with in-text citations.

A typical in-text citation consists of the author’s last name and page number.

Here are some examples where the author and page number are both known

The author’s name may appear in the text itself (first example below) or following the quotation or the paraphrase in parentheses with the page number (second and third examples below).

- Johnson explains, “I ran into one of the reference librarians at a local coffee shop, or maybe it was at the movie house that plays artsy foreign films, the one where the sophisticated librarians hang out” (37).

- She “ran into one of the reference librarians at a local coffee shop, or maybe it was at the movie house that plays artsy foreign films, the one where the sophisticated librarians hang out” (Johnson 37).

- She saw one of the librarians either at a coffee shop or at the movies where the hip and trendy librarians met (Johnson 37).

Example of an online source with no page numbers

When there are no page numbers are available, it is best to try to include the author’s name in the text.

- Deb Perelman was surprised to get so many requests for pumpkin bread recipes because “pumpkin bread is the most basic thing.”

If the name is not included in the text, include just the author in parentheses.

- It came as a surprise to learn that “pumpkin bread is the most basic thing” (Perelman).

Example with no author and no page numbers

When there is no author, use the title and try to refer to it in your sentence. If you choose not to include the title in your text, include an abbreviated version of the title in parentheses.

- According to The Chambers Dictionary of Great Quotations, “a quotation can come from any notable source, spoken or written, and from any language at any time.”
- “A quotation can come from any notable source, spoken or written, and from any language at any time” (Chambers Dictionary).
Basic MLA formatting rules

• List your sources alphabetically by the author’s last name or username (if there is no author, use the title).
• Use one inch margins.
• Double space all citations, and between citations (do not include additional double-spacing, the hanging indent signals the end and beginning of citations).
• Indent the second and subsequent lines of citations by 0.5 inches to create a hanging indent.
• See below to see what your bibliography should look like (in MLA, this page is called the Works Cited).

Works Cited


Created by Catherine Medeot, 10/17/16. Additional contributions by Paula Moskowitz. Revised 9/21/2018. catherine.medeot@mville.edu and paula.moskowitz@mville.edu
### MLA Practice Template

**Title of container,**

**Other contributors,**

**Version,**

**Number,**

**Publisher,**

**Publication date,**

**Location.**

---

**Title of container,**

**Other contributors,**

**Version,**

**Number,**

**Publisher,**

**Publication date,**

**Location.**

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Revised November 30, 2018
Write down your research question/topic:

Keyword
(List synonyms and related terms for each of the words you identify as unique keywords)

Keyword
(List synonyms and related terms for each of the words you identify as unique keywords)

Main Topic

Keyword
(List synonyms and related terms for each of the words you identify as unique keywords)

Keyword
(List synonyms and related terms for each of the words you identify as unique keywords)

Construct a simple search statement to use in a database search using keywords
Research Topic:

Search Keywords/Phrases and Search Statements

Articles
- Academic Search Premier
- Proquest General
- JSTOR
- Business Source Premier
- Education Research Complete
- PsycINFO
- SOCIndex
- Communication& Mass Media Complete
- Other____________________

Background Sources
- Credo Reference (Encyclopedia Search)
- CQ Researcher
- OpposingViewpoints
- Films on Demand
- Other____________________

Websites:

Book Call Numbers:

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