**Citations** uniquely identify a published work (e.g. book, article, chapter, web site). They are found in bibliographies and reference lists and are also collected in article and book databases.
Citing a source allows you to give credit for words, quotes, data, figures, images from an author, a website, a report or another place.

Works Cited is sometimes referred to as References = The terms mean the same thing. Each is an alphabetical list of works cited, or works to which you have made reference. Works Cited is generally used when citing sources using MLA (Modern Language Association) style, while the title References is used when citing sources using APA (American Psychological Association) style.

**Works Cited and Bibliography are not the same**. In Works Cited you only list items you have actually cited. In a Bibliography you list all of the material you have consulted in preparing your essay whether or not you have actually cited the work

## Parts of a citation

Citations may look different, depending on what is being cited and which **style** was used to create them. Choose the appropriate style guide for your needs.

Example of an article citation using four different citation styles, notice the common elements.

**Author** - [Ackerly, DD](http://apps.webofknowledge.com/OneClickSearch.do?product=WOS&search_mode=OneClickSearch&excludeEventConfig=ExcludeIfFromFullRecPage&colName=WOS&SID=4BUVmm4ckGLDHG8dpYJ&field=AU&value=Ackerly,%20DD" \o "Find more records by this author) (Ackerly, David D.)

**Article Title** - Carbon assimilation and habitat segregation in resurrection plants

**Source Title (Journal)** - FUNCTIONAL ECOLOGY

**Volume and issue** - Volume 29, issue 12

**Published**: DEC 2015

**Page numbers** - 1499-1512

DOI: 10.1111/1365-2435.12462

**AMA (American Medical Association):**

1.    Alcantara S, de Mello-Silva R, Teodoro GS, Drequeceler K, Ackerly DD, Oliveira RS. Carbon assimilation and habitat segregation in resurrection plants: a comparison between desiccation- and non-desiccation-tolerant species of Neotropical Velloziaceae (Pandanales). Functional Ecology. 2015;29(12):1499-1512.

**Bioscience Style:**

Alcantara S, de Mello-Silva R, Teodoro GS, Drequeceler K, Ackerly DD, Oliveira RS. 2015. Carbon assimilation and habitat segregation in resurrection plants: a comparison between desiccation- and non-desiccation-tolerant species of Neotropical Velloziaceae (Pandanales). Functional Ecology 29:1499-1512.

**CSE, Council of Science Editors**:

Alcantara S, de Mello-Silva R, Teodoro GS, Drequeceler K, Ackerly DD, Oliveira RS. Carbon assimilation and habitat segregation in resurrection plants: a comparison between desiccation- and non-desiccation-tolerant species of Neotropical Velloziaceae (Pandanales). Functional Ecology 2015;29(12):1499-1512.

**American Psychological Association  (APA) style:**
Alcantara, S., de Mello-Silva, R., Teodoro, G. S., Drequeceler, K., Ackerly, D. D., & Oliveira, R. S. (2015). Carbon assimilation and habitat segregation in resurrection plants: a comparison between desiccation- and non-desiccation-tolerant species of Neotropical Velloziaceae (Pandanales). [Article]. Functional Ecology, 29(12), 1499-1512

**Why is citing important**

It is important to cite sources you use in your research for several reasons:

* To show your reader you've done proper research by listing sources you used to get your information
* To be a responsible scholar by giving credit to other researchers and acknowledging their ideas
* To avoid [plagiarism](http://libguides.mit.edu/citing#plagiarism) by quoting words and ideas used by other authors
* To allow your reader to track down the sources you used by citing them accurately in your paper by way of footnotes, a bibliography or reference list

**Citation Styles**

**Scientific style and format : the CSE manual for authors, editors, and publishers** / Style Manual Committee Council of Science Editors.
[http://oskicat.berkeley.edu/record=b21334450~S1](http://oskicat.berkeley.edu/record%3Db21334450~S1)

**Search using this subject heading to locate many more books on writing styles, bibliographies, and more.**

Technical writing -- Handbooks, manuals, etc

**Reference management software programs**allow you to organize your research, collect and cite sources, create bibliographies in a variety of styles, add your own notes and keywords to your citations. Many reference managers work with word processing software to format in-text citations and bibliographies for papers and theses, allow you to share references, and enable you to attach or link PDFs to a citation record.

**Why use a reference management program, it will -**

1. **Provide a search interface**

* Search databases directly from the citation manager.
* Search databases vendor interfaces. Citations are selected and downloaded (**exported**) directly to your citation management software. In some cases the citations are downloaded to your hard drive and **imported** into the citation manager using a special filter.

2. **Create a database of references.**

* Once citations are captured, they can be stored, organized and manipulated in personal mini-databases called "libraries" or groups. Many “groups” can be created and re-organized to meet changing needs.

3. **Insert citations into word processing documents.**

* Using a "cite-while-you-write" feature, allows citations, **footnotes or endnotes** to be inserted into their proper place as you write a paper or manuscript. As they are inserted, a **bibliography** is automatically generated and updated as you change the citations. The newest software versions can permit tables and figures to be inserted as "citations".

4. **Link between citations to image or PDF files.**

* Many citation managers permit **links to image or PDF files** stored on the hard drive of your computer. Add notes to images, figures and tables. Linked images and PDF files can be inserted into word documents as if they were citations.

5. **Format a stand-alone bibliography (reference list).**

* Using criteria you determine, you can create stand-alone **bibliographies** that can be saved in common word processing program formats.