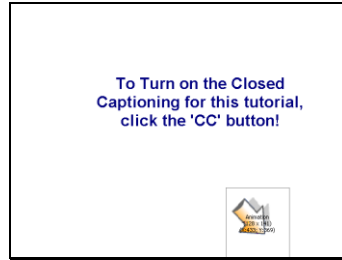
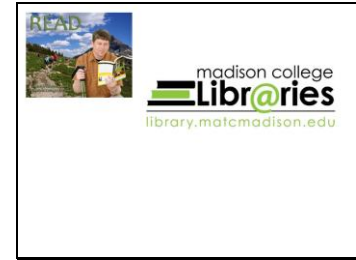


Title Slide (Graphic: Student working on a laptop)



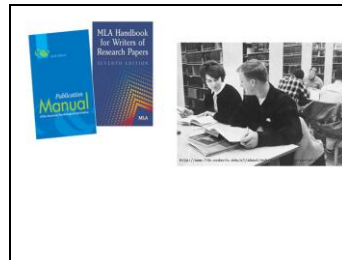
To turn on the closed captioning for this tutorial, click the CC button.



Hi this is Matt, a librarian at Madison College Libraries, where we help you identify, locate, and evaluate the information you need for your assignments. This tutorial offers some options for getting help with creating citations for the source material you use when conducting research. (Graphics: Read poster with librarian's picture and Madison College Libraries logo)



Changing times. (Graphic: Distorted clock)



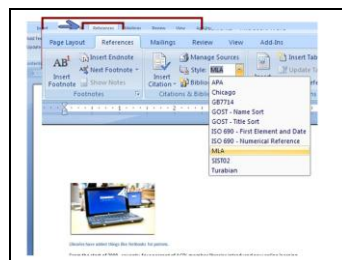
It used to be that instructors expected students to create their works cited and bibliography pages manually. Of course, they consulted citation manuals, librarians, friends, and their instructors as they needed help. (Graphics: Citation manuals and photo of students working in the library in the 1960s).



Fortunately, those options still exist. However, there is more help available at any time you have the need. (Graphics: Citation manuals image, librarian image, Facebook friends image, and picture of Madison College West building)



Help from Microsoft Word 2007. (Graphic: Word 2007 icon)



In the References tab of Microsoft Word 2007, there are tools for formatting your sources in a given citation style, inserting in-text citations, and footnotes, and creating your bibliography. (Graphics: Screen shot showing references tab and an image of a word document in progress.)



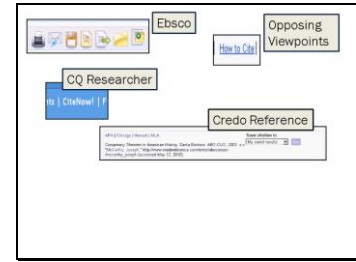
To get started, select the References tab, click on 'Insert Citation', click 'New', and add your sources by populating the boxes that appear, and they will be available to you while working in Word. (Graphics: Screen shot highlighting the way to get started.)



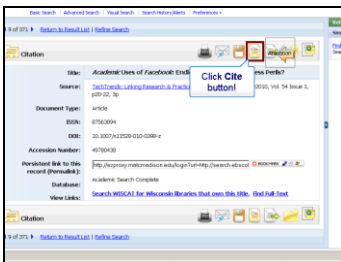
Database Help.(Graphic: Screenshot showing Madison College Libraries collection of databases.)



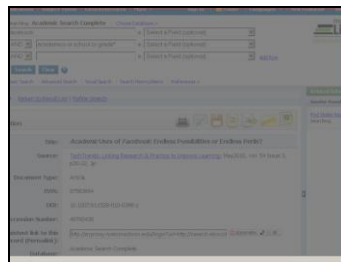
Madison College Libraries subscribe to a wide variety of databases that provide articles, essays, reports, statistics, multimedia material, images, book chapters, and even entire electronic books. Together, they cover content for most every academic and program area of study at the College.(Graphics: Database logos)



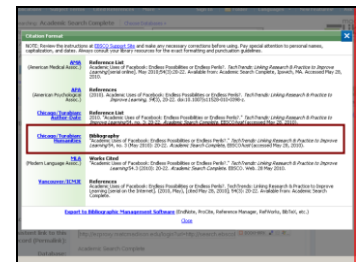
The majority of our databases have buttons or links that create a citation, and they will do so in the major styles most instructors require.(Graphics: Database citation buttons and screenshots of citations generated).



For example, In EbscoHost databases, such as Academic Search Complete, citation help takes the form of a yellow button that, when clicked... (Graphic: Screen shot of a citation in EbscoHost)



No narration. [graphic: transition only]



...Opens a popup window that your citation, in several styles, appears. Locate the citation that is in the style that you need to use... [graphic: EBSCOhost citation formats with Chicago style highlighted]



Select and copy the text of the citation.... [graphic: EBSCOhost citation formats with Chicago style highlighted]



... and paste that text into your document! [graphic: works cited sample document image]



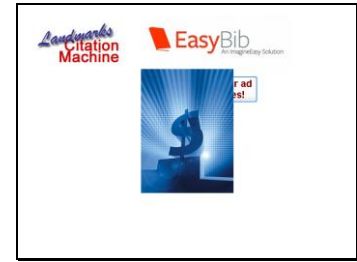
Even those databases that do not yet provide formatted citations as part of their service do allow you to email the necessary information to complete your bibliography or works cited page. [graphic: JSTOR icon and citation format in JSTOR]



Free Citation Help Online [image: 2 students working with a laptop]



There is plenty of help available from free online citation generators. (Graphics: Banners from citation generators Knightcite, BibMe, Citation Machine, and EasyBib.)



Some sites will do an adequate job, but might prove annoying with ads or, in some cases, send you irritating spam. More importantly, many of these sites provide free help with MLA citations, but charge for APA or other citation styles. (Graphics - two generators that have display ads and an image of a money sign.)



Two of the best online citation generators are KnightCite from Calvin College and BibMe from Carnegie Mellen. They are both free and will not try to sell you anything if you register for an account. (Graphics: KnightCite and BibMe banners and an image of Monty Python's Spamalot can).



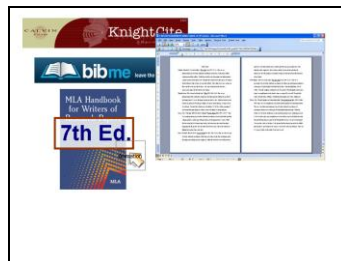
KnightCite's chief advantages are that it is easy to use and its citation styles are all up-to-date with the latest editions. (Graphics: KnightCite banner and screenshot of the interface).



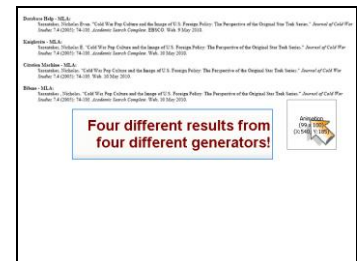
BibMe, on the other hand, provides a display that is more graphic, some auto-fill capability, and a helpful citation guide.



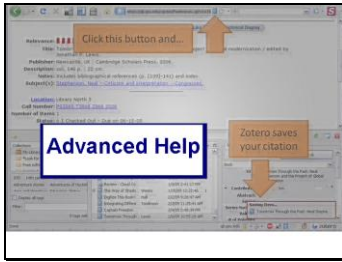
Both sites provide a way to save your citations and return to them online later by creating your own account, which is recommended so that you don't lose your work.



Both will also create a word document for you when you are finished inputting your sources. DO check, however, to make sure that the citation generator has the style edition that your instructor requires you to use.



And as always, even though citation generators are very helpful, they will give you slightly different results, so ultimately, it is your responsibility to double check to see that the citations are correct before you hand in your work.



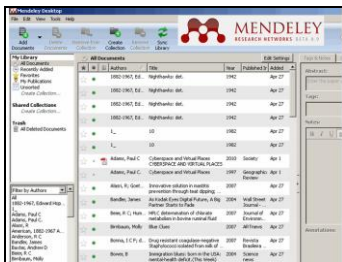
advanced help caption [image: zotero screenshot]



For more intensive research assignments that might run the course of a semester or longer, there are two free, online tools for organizing and managing your research materials: Zotero and Mendely. (Graphics: Students working together image and logos for Zotero and Mendely).



Zotero requires you to create a free account then download a plug-in that works with Mozilla's Firefox web browser. When you are using a compatible library database or website, you'll see an icon appear in your address bar. Click it and Zotero adds it to the collection of resources you have created for your assignment.



Mendely is another free research manager that has a downloadable desktop version, which allows you to access your resources without being online. (Graphics: Mendely desktop display and Mendely logo)



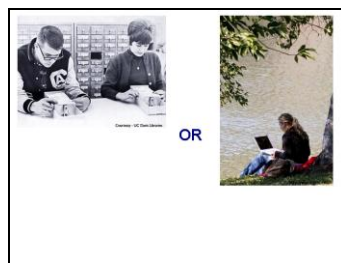
It also has an online version that can synch with your desktop version(Graphic: Screenshot from Mendely)



Both work well as 'add-in' features to Microsoft Word 2007.(Graphics: Highlighting the Add-In tab in Word that displays buttons from Mendely and Zotero that make adding citations easier)



For more information or to get started, do a Google search for either mendely or zotero.(Graphic: Google Search screenshot)



No matter how you produce your citations and bibliographies, giving credit for the ideas and hard work of others remains the goal of the conscientious and organized student now and for always.(Graphics: Students working in library in past & image of a student working outdoors on a laptop).



Thanks for viewing this Madison College Libraries tutorial! (Graphic: Madison College Libraries logo).