

How to Cite the Sources used in Biology 1 Lab Reports

Citations in the text of your report:

Your source has 1 or 2 authors:

In parentheses write the authors' last name and the year of publication. **(last name, year)**.

Example: Researchers have pointed out that the lack of trained staff is a common barrier to providing adequate health education (Fisher, 1999) and services (Weist & Christodulu, 2000).

Your source has 3 or more authors:

The first time you cite that source, in parentheses write all authors' last names and the year of publication. **(last name 1, last name 2 & last name 3, year)**. If you use the same source again, write in parentheses the first author's last name, et al., and the year of publication. **(last name 1 et al., year)**

Example: *First citation:* (Baldwin, Bevan, & Beshalke, 2000)
Subsequent citation: (Baldwin et al., 2000)

Your source has no listed author:

In parentheses write the first few words of the title and the year of publication. **(title, year)**. The title is in quotation marks for a chapter or article title, the title of an entire book or journal is written in italics.

Examples: *Article:* ("Radioactive Isotopes in Cherokee Marsh", 2001)
Journal: (*Archives of Environmental Health*, 1992)

Electronic sources:

It is our strong preference that you do not use web sites as sources, as they are rarely a primary source of reliable information. However, there are some peer-reviewed sites and computer-based references. Ask your teacher if you are unsure of the reliability of a source.

To cite a specific part of a source, indicate the page, chapter, figure, table, or equation at the appropriate point in text. Always give page numbers for quotations. Note that the words page and chapter are abbreviated in such text citations.

Examples: (Cheek & Buss, 1981, p. 332)
(Shimamura, 1989, chap. 3)

For electronic sources that do not provide page numbers, use the paragraph number, if available, preceded by the paragraph symbol or the abbreviation para. If neither paragraph nor page numbers are visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material.

Examples: (Myers, 2000, ¶ 5)
(Beutler, 2000, Conclusion section, para. 1)

Interview with an expert: While such sources are encouraged, they can't be easily verified by the reader. However, it is still important to document the source in parentheses in your text in this format: (First initial, Last Name of interviewee, personal communication, date of interview)

Example: (M. Ritt, personal communication, July 17, 1999)

Bibliography

Any source that you cite in the text of your report must have a corresponding entry in the Bibliography. Any source listed in the Bibliography must have a corresponding citation in the text of the report.

These are sample entries for different types of sources you are likely to use:

Book, single author: Author's last name, first initial. (year). *Title in italics*. City of publication: publishing company.

Baxter, C. (1997). *Race equality in health care and education*. Philadelphia: Ballière Tindall.

Book, editors instead of authors: Editor's last name, first initial., Eds. (year). *Title in italics*. City of publication: publishing company.

Adamski, R. & Pipes, M., Eds. (1985) *Words that rhyme with orange*. East Troy, WI: Bob's Press.

Magazine article: Author's last name, first initial. (year, date). Title of article. *Title of magazine in italics, volume number in italics if available, page numbers*.

Greenberg, G. (2001, August 13). As good as dead: Is there really such a thing as brain death? *New Yorker*, 36-41.

Journal article: Author's last name, first initial. (year, date). Title of article. *Title of journal in italics, volume number in italics, page numbers*.

Baldwin, C. M., Bevan, C., & Beshalske, A. (2000). At-risk minority populations in a church-based clinic. *Communicating basic needs. Journal of Multicultural Nursing & Health*, 6, 26-28.

Journal article retrieved from an internet reprinting: Author's last name, first initial. (year, date). Title of article. *Title of journal in italics, volume number if available, page numbers* Exact date of Retrieval, database used for retrieval or exact URL.

Wiest, M. D. (2001). Toward a public mental health promotion and intervention system for youth. *Journal of School Health*, 71, 101-104. Retrieved August 25, 2001, from ProQuest database.

Internet web page contained within a larger web site (such as that for a university or a government agency): Author, (year). Title of web page in italics, Exact date of Retrieval, Name of university, department: exact URL.

Chou, L. (1993). Technology and education. Retrieved August 24, 2000, from Columbia University, Education Department Web site: <http://www.ilt.columbia.edu/publications/papers/newwine1.html>.

Internet web page, no author, no date: *Title of web site in italics*. (n.d.). Exact date of Retrieval from exact URL.

GVU's 8th WWW user survey. (n.d.). Retrieved August 8, 2000, from <http://www.cc.gatech.edu/gvu/usersurveys/survey1997-10/>

Interview with expert: Since this information is not retrievable, it should not be included in a Bibliography.