

Guide to Using Sources in Essay 4

Requirements for Using the Articles:

- You must use 2-4 quotations total from at least two different articles. These quotes will only count toward the minimum if they are in the body paragraphs, not the introduction or conclusion. (You are allowed to quote in the introduction and conclusion, but those quotes don't count toward your required minimum.)
- Don't use the *SIRS Researcher* topic overview article (labelled "At Issue").
- All articles must be published 2010-2016.
- You can only use material from the articles in the *SIRS Researcher* database, unless you receive special permission from the instructor.
- You must email a copy of each article to me before I grade your paper.
- You must have a lead-in and a citation for each quotation. The exception to this rule occurs if the article is only available as a web copy (with no official page numbers) and the author is introduced in the lead-in. See the examples below.
- You must have a works cited page with entries for all articles that you quote in the essay.

Using Sources

When you use outside source material, you either quote or paraphrase the source. In this essay, you will **only** be using quotations. There will be three parts to your source material selection:

- **The Lead-in -->** This part sets up the quotation by giving some information about the author, the speaker, or the context of the quotation.
 - If you don't include a lead-in for your quotes, your paper's grade automatically drops to a C or lower. This is called a "dumped quote," and it's considered a major MLA error by the Hinds English department.
 - It's very important to punctuate lead-ins correctly so that you avoid run-ons and comma splices. If your lead-in is a complete sentence, use a colon before the first set of quotation marks. See the examples below.
 - If you mention the author or speaker's name, type out that person's entire name and credentials. Example: *Los Angeles Times* writer Carla Rivera explains,
 - Use a present tense verb to show what the author or speaker is doing in the quotation. Examples: explains, argues, reasons, describes, suggests, proves.
 - Don't use "quotes" or "says."
- **The Quotation -->** This part gives the source material word-for-word bookended by quotation marks. Your quotes may be up to four typed lines. By "four typed lines," I mean lines you will type, not four lines as they appear in the article.
- **The Citation -->** This part refers to the author and/or page number of the quote in parentheses after the last set of quotation marks and before the period.

- The author's name must be included in either the lead-in or the citation. If you mention the author's name in the lead-in, it doesn't need to be in the citation. If you don't mention the author's name in the lead-in, it must be in the citation.
- MLA does not require page numbers for online material without given page numbers. If your article is only available as a web copy (HTML), then you don't need to include a page number. Ex: (Smith).
- If your article is available as a PDF (a scanned copy of the original with page numbers), then include the original page numbers where you found the quote in the parentheses. Ex: (Smith 1).

Other Notes

- After you introduce an author or speaker for the first time, you may refer to him/her afterwards by last name only.
- If you need to shorten a quotation, insert ellipses (a set of three spaced periods) to indicate that you've taken out information.
- If you start a quote in the middle of a sentence, put brackets around the first letter of the first word. This indicates the capitalization is a change from the original source. You can also use brackets to show that you've added a brief explanation within a quote.
- The verb in the lead-in should always be in present tense.

Examples:

- **Ben Levin, Canada research chair in education leadership and policy at the Ontario Institute for the Study of Education, explains some of the problems with creating a fair merit pay policy for teachers:** “Even restricting the focus to academic achievement, there is the issue of how that should be measured. Does one measure all subjects or only some? Does one measure the absolute level of attainment . . . or the incremental gain in learning? In that case, it can be very hard to show gains if students are already performing well” (89).
 - The lead-in is a complete sentence, so it should end with a colon before the quotation marks. This prevents a run-on or comma splice error.
 - This article is available as a PDF, so the original page numbers are in the citation.
 - The ellipses (. . .) indicate that part of the original quotation was removed.
- **Patrick Welsh, a teacher in Virginia, contends,** “This approach [online classes] not only helps potential dropouts keep working toward diplomas, but also allows the most motivated students to seek courses not often offered in a traditional school setting.”
 - This article is only available as a web copy, and the lead-in mentions the author. Therefore, no citation is required at the end of the sentence.
 - The words in brackets are the essay writer's words, not the article author's words. They are necessary to explain what "this approach" means.

- **Los Angeles Times** writer Carla Rivera points to some troubling research: “One study, by the Community College Research Center at Teachers College, Columbia University, found that students who took remedial classes online were far more likely to withdraw or fail compared with students who took traditional classes.”
 - Italicize the titles of newspapers and magazines.
 - The lead-in is a complete sentence, so it should end with a colon.
 - The article is only available as a web copy.
- **Eric Sheniger, a popular principal in New Milford, New Jersey, reasons,** “Kids are coming to us bored, disconnected and it’s a challenge for us to figure out how to leverage the tools inherent in the real-time Web” (qtd. in Toppo).
 - Eric Sheniger is speaking in this sentence, so he is the person mentioned in the lead-in.
 - Greg Toppo is the writer of the article, so use “qtd. in Toppo” for the citation.
 - The article is only available as a web copy.
- **Eric Sheniger, a popular principal in New Milford, New Jersey, reasons,** “[I]t is naïve to think that kids raised online will respond to school the same way as previous generations. ‘Kids are coming to us bored, disconnected and it’s a challenge for us to figure out how to leverage the tools inherent in the real-time Web’” (qtd. in Toppo).
 - Both Toppo and Sheniger are speaking in this sentence, so the essay writer needs to indicate when Sheniger starts speaking by using the single quotation marks.
 - The brackets around the “I” indicate that the writer started quoting in the middle of the sentence.
- **Steve Graham, an Arizona State University education-leadership professor and expert in how children learn handwriting, believes cursive writing is not necessary now:** “[B]efore computers were commonplace, adults valued cursive because they could write it faster than they could print. Today, e-mails, text messages and documents created in systems like Microsoft Word take the place of handwritten pages . . .” (qtd. in Creno).
 - Steve Graham’s opinions are paraphrased by Creno, so the citation would still be “qtd. in Creno.”
 - The brackets indicate that the essay writer started the quote in the middle of the original sentence.
 - The ellipses at the end indicate that this was not the end of the original sentence.
 - The article is only available as a web copy.

Plagiarism

There are several different ways that plagiarism can occur, and not all of them are necessarily intentional. Basically, plagiarism occurs when a writer uses the words and/or ideas of a source without giving credit or using correct documentation. Any plagiarism is wrong and can lead to an F on the paper or an F in the class, depending on the severity of the problem.

Examples of Plagiarism:

- *Exact words lifted without using quotation marks -->* Eric Sheniger, a popular principal in New Milford, New Jersey, says kids are coming to us bored, disconnected and it's a challenge for us to figure out how to leverage the tools inherent in the real-time Web (qtd. in Toppo).
- *Quotation given without q required in-text citation -->* Eric Sheniger, a popular principal in New Milford, New Jersey, reasons, "Kids are coming to us bored, disconnected and it's a challenge for us to figure out how to leverage the tools inherent in the real-time Web."
- *Slightly rewording the original version without quotation marks (a really bad paraphrase) -->* Eric Sheniger, a popular principal in New Milford, New Jersey, says kids are bored and disconnected and we should figure out how to leverage the tools inherent in the real-time Web (qtd. in Toppo).
- *Slightly rewording the original version without quotation marks or an in-text citation. This form of plagiarism is the worst because it lacks any reference to the source. -->* Kids are coming to us bored, disconnected and we should figure out how to leverage the tools inherent in the real-time Web.

Works Cited Page

- The Works Cited page is on a separate page at the end of the essay. If the paper ends on page 2, the Works Cited page is numbered 3. Don't forget to include your last name.
- Center "Works Cited" at the top of the page. Do not bold, italicize, or quote the words.
- Double space each entry.
- Alphabetize the entries by the last name of the author.
- The first line of each entry begins at the left margin. Each following line must be indented five spaces. This is called a hanging indent.
- Each entry should end with a period.
- **Only include the entries for the articles that you actually quote!**

Note: When you find an article from the *SIRS Researcher* database, the MLA works cited entry should be at the end of the article. Make sure the information follows the same formatting as the examples below.

Please note a couple of common errors in the *SIRS* citations:

- 1) No period is necessary before the date.
- 2) "n.p." should be "n. pag."

Works Cited Format for Articles on in a Database:

Author's Last Name, First Name. "Article Title." *Source Italicized* Day Month Year Published:
Original Page #s. *Database Italicized*. Web. Day Month Year Accessed.

Works Cited

Creno, Cathryn. "Writing It Old School." *Arizona Republic* 27 Jul. 2014: F.1. *SIRS Issues Researcher*. Web. 8 Apr. 2016.

Levin, Ben. "Why Paying Teachers Based on Student Results Is a Bad Idea." *Phi Delta Kappan* May 2011: 89-90. *SIRS Issues Researcher*. Web. 8 Apr. 2016.

Rivera, Carla. "Putting Online Classes to Test." *Los Angeles Times* 6 July 2013: A1. *SIRS Issues Researcher*. Web. 8 Apr. 2016.

Toppo, Greg. "Making Students Literate in Digital Age." *USA Today* 25 July 2011: A2. *SIRS Issues Researcher*. Web. 8 Apr. 2016.

Welsh, Patrick. "Schools, Take the Online Course." *USA Today* 9 Jan. 2013: A8. *SIRS Issues Researcher* Web. 8 Apr. 2016.