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In a report, you should cite the sources for quotations, facts that are not common knowledge, and ideas that are not your own. Sources can be cited by using *Internal Citations* along with a *Bibliography* or *Works Cited* section at the end of your paper.

Internal Citations: An internal citation appears in parentheses. It includes the author's last name and the page number on which the information appears. The citation appears right before the period at the end of the sentence(s) in which you used the material. If several sentences in a row contain information from the same source, the citation only needs to appear at the end of the last sentence.

“The duke of Lancaster in 1888 . . . controlled more than 163,000 acres of British countryside” (Pool 163).

Bibliography or Works Cited:

<p>Book with one author</p> <ol style="list-style-type: none"> 1. Author's last and first name 2. Title of book 3. City of publication 4. Name of publisher 5. Copyright date 	<p>Jastrow, Robert. <i>Journey to the Stars: Space Exploration</i>. New York: Bantam, 1989.</p>
<p>Book with two authors</p> <ol style="list-style-type: none"> 1. In alphabetical order: last name, first name of first author, and first and last name of second author 2. Title of book 3. City of publication 4. Name of publisher 5. Copyright date 	<p>Chapman, Clark, and David Morris. <i>Cosmic Catastrophes</i>. New York: Plenum, 1989.</p>
<p>Book with an editor</p> <ol style="list-style-type: none"> 1. Editor's last and first name and then the abbreviation Ed. (for editor) 2. Title of book 3. City of publication 4. Name of publisher 5. Copyright date 	<p>Franklin, Morton S., Ed. <i>Astronomy and Astrophysics</i>. Washington, D.C.: Prentice Hall, 1989.</p>
<p>Encyclopedia article</p> <ol style="list-style-type: none"> 1. Author's last and first name 2. Title of article 3. Title of encyclopedia 4. Edition year 	<p>(with author's name)</p> <p>Gates, David M. "Astronomy." <i>Encyclopedia Americana</i>. 1991.</p> <p>(without author's name)</p> <p>(1991) "Astronomy." <i>Encyclopedia Americana</i>. 1991.</p>

<p>Magazine or Newspaper Article</p> <ol style="list-style-type: none"> 1. Author's last and first name 2. Title of article 3. Name of publication 4. Day, month and year of publication 5. Page number of article 	<p>(with author's name)</p> <p>Mara, Stephen P. "Stalking the Extra Solar Planet." <i>Natural History</i> May 1989: 70-3.</p> <p>Browne, Malcolm. "Astronomical Mystery." <i>Los Angeles Times</i> 9 April 1991: sec. II, 5.</p> <p>(without author's name)</p> <p>"Astronomical Mystery." <i>Los Angeles Times</i> 9 April 1991: sec. A, 1.</p>
<p>Internet</p> <ol style="list-style-type: none"> 1. Last and first name of author (if available) 2. Title of article 3. Title of document or site name 4. Date of publication or latest update 5. Group responsible for the site (if applicable) 6. The date you visited the site 7. URL of the source 	<p>Lancashire, Ian. "Honest Abe Revealed." <i>Abraham Lincoln Birthplace National Historic Site</i>. 11 Feb. 2003. National Park Service. 13 Feb. 2003 http://www.nps.gov/abli/.</p>
<p>Personal Interview:</p> <ol style="list-style-type: none"> 1. The last and first name of person interviewed 2. Personal Interview. 3. The day, month, and year of the interview. 	<p>Elloie, Pealie Hardin. Personal Interview. 15 Feb. 1994.</p>
<p style="text-align: center;">Bibliography</p> <p>Allen, Thomas B. <i>Vanishing Wildlife of North America</i>. Washington, D.C.: National Geographic Society, 1974.</p> <p>Andres, Juan. "My Trip to the Florida Everglades." <i>Juan's Home Page</i>. 3 June 1996. 18 December 1997. http://www.members.aol.com/andres/index.html.</p> <p>Brandes, Kathleen, et al., Eds. <i>Vanishing Species</i>. New York: Time-Life Books, 1976.</p> <p>Caras, Roger, Ed. <i>Vanishing Wildlife</i>. New York: Westover, 1970.</p> <p>Davis, Joan. "Species Under Attack." <i>Cosby Animal Science</i>. New York: CyberTask, 1997.</p> <p>"Falcon." <i>The Audubon Nature Encyclopedia</i>. Philadelphia: Cross, 1965.</p> <p>Pettingill, Olin Sewall, Jr. "Falcon and Falconry." <i>World Book Encyclopedia</i>, 1980.</p> <p>West, Jeffrey H. "Falcon's Disappearance Alarming." <i>MichiganTimes Herald</i> 23 March 1999: 24-6.</p> <p>Wilson, Ron. <i>Vanishing Species</i>. Secaucus: Chartwell Books Inc., 1979.</p>	

