

Citation Guidelines for Students

Environmental Studies Department, Gettysburg College

Citations: What and Why?

All good research involves engaging with primary and secondary sources, and requires giving authors of these sources credit for their work. Your work in the ES department will typically require you to produce both “in-text citations” in the main body of your writing as well as a list of “works cited” that appears in alphabetical order at the end of your papers. Our “house style” below is a comprehensive, interdisciplinary format that we believe is appropriate for works in Environmental Studies. This guideline sheet will standardize your practice across ES courses.

1) **In-Text Citations** appear in the main body of your paper and attribute work, data, or ideas from other authors.

You should cite a source whenever you are:

- using a direct quotation: whenever you directly quote a source (printed or spoken)
- paraphrasing: taking an original statement from another source and putting it into your own words
- summarizing: condensing several pages from a source into one or two sentences

There are many in-text citation styles, depending on one’s discipline or a particular publication’s priorities. For example, in the natural sciences and social sciences, citation styles take (author, date) format in order to emphasize the date of publication, citing page numbers only for direct quotations. In contrast, since books are often cited in the humanities and works may have been created long ago or since been republished in new volumes, the page number is of key importance while the year of publication is secondary information that can be located in the list of references.

Unless otherwise instructed by your ES professor, please use (author, date) in-text citation style.

Examples of practice: In-Text Citations

a) The format you use for your internal citation will depend upon how you have introduced the material in your sentence. Outlined below are two different methods for an internal citation, but both include the author’s last name and the year of publication:

In order for environmental conservation to move forward, we must adopt a land ethic, an ethic that reflects an ecological conscience in people (Leopold 1949).

Leopold (1949) argues that in order for environmental conservation to move forward, we must adopt a land ethic, an ethic that reflects an ecological conscience in people.

b) Your internal citation format also varies depending on the number of authors of the work you are citing – but again, always uses the authors’ last names and year of publication (+page number for direct quotations):

Single author: use the format above

Two authors: use (Halstead and Kellogg 2003)

Three or more authors: use (Ennis-McMillan et al. 2003)

Direct quotation from page 53 used in the paper: (Leopold 1949, 53)

2) Works Cited: This section of your paper is an **alphabetized** list of references used in the main body of your paper. Entries should be listed alphabetically by the first author's surname (or name of organization, website, or other identifier of the creator of the work being cited – NOT its title). Despite the differences, and what is prioritized, **the basic information for ANY source includes:**

- ✓ the author (Who wrote the ideas and information? This may refer to a person, a group, or organization)
- ✓ the title of the work (What did the author/s write?)
- ✓ where does this work appear? (A journal? A chapter in an edited book? A newspaper? A web site?)
- ✓ the publishing information:
 - Date of publication
 - Publisher
 - Place of publication
 - Page number (location) for pieces from journals or books
- ✓ If an electronic source, website (http) address and date of last access

The exact format depends on the type of source. Please see examples below.

Journal article:

Format:

Last name and initial(s) of author, [followed by Initials and Last name of additional authors if any]. Year of publication. Title of article. Title of journal Volume number (Issue number if any): Inclusive page numbers.

Example:

Barron, M. G., E. E. Little, R. Calfee, and S. Diamond. 2000. Quantifying solar spectral irradiance in aquatic habitats for the assessment of photo-enhanced toxicity. *Environmental Toxicology and Chemistry* 19(1): 920-925.

Book:

Format:

Last name and Initial(s) of author, [followed by Initials and Last name of additional authors if any]. Year of publication. Title of book. Edition number if any. Name of publisher, City, State, Country of publisher.

Example:

Sokal, R., and R. J. Rohlf. 1981. *Biometry: the principles and practice of statistics in biological research*. 2nd edition. W. H. Freeman, San Francisco, California, USA.

Chapter in an edited book:

Format:

Last name and Initial(s) of author, [followed by Initials and Last name of additional authors if any]. Year of publication. Title of chapter. Pages inclusive page numbers in Initials and Last names of editors, editors. Title of book. Edition number if any. Name of publisher, City, State, Country of publisher.

Example:

Bailey, R. 2003. Debunking green myths. Pages 104-107 in T. A. Easton and T. D. Goldfarb, editors. *Taking sides: Clashing Views on Environmental Issues*. 10th edition. McGraw-Hill, Guilford, Connecticut, USA.

Report:

Format:

Last name and Initial(s) of author, [followed by Initials and Last name of additional authors if any]. Year of publication. Title of report. Report type and number if any, Name of publishing organization, City, State, Country of publishing organization.

Example:

Butman, C. A., and R. J. Chapman. 1989. The 17-meter flume at the coastal research laboratory. Part 1: description and user's manual. Technical Report WHOI-89-2, Woods Hole Oceanographic Institution, Woods Hole, Massachusetts, USA.

Newspaper:

Format:

Last name and Initial(s) of author, [followed by Initials and Last name of additional authors if any]. Year Month Day of publication. Article title. Title of newspaper; section of newspaper: beginning page number.

Example:

Pianin, E. 2003. September 27. U.S. study finds environmental rules well worth their cost. Times Union; Section A:3. *{Note: If anonymous substitute "[Anonymous]" for the author's name.}*

Internet Source:

Format:

Last name and Initial(s) of author, [followed by Initials and Last name of additional authors if any]. Date of internet publication. Document title. Retrieval information. <URL> Date of access.

Example: Professional site

Format in the text: (Country Watch 2003)

Example in Works Cited:

Country Watch. 2003. Guatemala. History. <http://www.countrywatch.com/cw_country.asp?vcountry=69> Accessed April 9, 2003.

Example: Personal site

Format in the text: (Gallagher 2002)

Example in Works Cited:

Gallagher, L. 2002. Teaching as a work of heart. <<http://www.teachingheart.net/columbus.htm>> Accessed April 9, 2003.

***** If in doubt, follow the general format indicated above. Additional examples below! *****

Films and other Audiovisual Media

Format in the text: (Film name, date)

Example in the text: (*Joe Versus the Volcano*, 1990)

Format in Works Cited:

Last name, First initial [Dir]. Original Release Year. Title of Work. City, Studio/Distributor. Medium.

Example in Works Cited:

Shanley, J.P. [Dir.] 1990. *Joe Versus the Volcano*. Burbank, CA: Warner Home Video, 2002. DVD.

Serial Episodes

Format in the text: (Series, episode #, date)

Example in the text (National Parks: America's Best Idea, episode 1, 2016)

Format in Works Cited:

Last name, First initial [Dir.] Title of Work. Season number, episode number, "Episode Title." Aired Month day, year, on Network Name. <URL.> Date accessed.

Example in Works Cited:

Burns, K [Dir]. National Parks: America's Best Idea. One Season, episode 1, "The Scripture of Nature." Aired April 25-20, 2016, Public Broadcasting Service (PBS). <<http://www.pbs.org/nationalparks/about/film-website-credits/#film>> Accessed: April 15, 2019.

Personal Interviews

Format in the text: (interviewee last name, personal communication, month year)

Example in the text: (Harvey, personal communication, March 2009)

Format in Works Cited:

Last name, First initial. month, date, year. Type of interview by Interviewer name.

Example in Works Cited:

Harvey, K . March 15, 2009. Phone interview by Laurie A. Pinker.