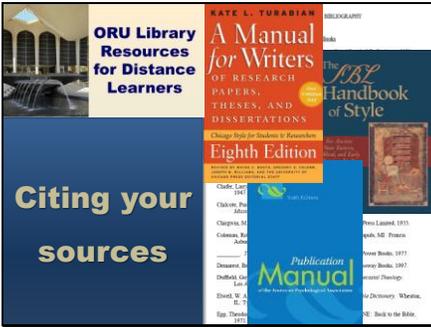
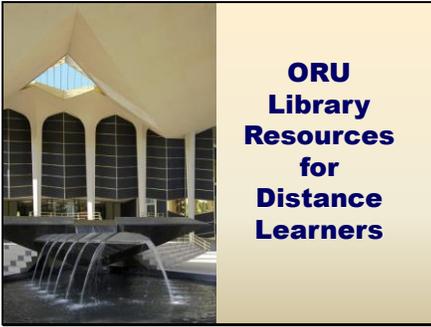


Library Resources for Online Learners, Part 4. Citing Sources



You may need some tools to help you format and manage your citations and footnotes. The best source is the style manual required by your department.

Here are 2 library guides with more tips on citing sources. They are available from the **Library Guides** page.

<http://www.oru.edu/library/guides/index.php>



On the library guide on **Citing and Documenting Sources** you will find tips and links to help you learn to cite your sources and avoid plagiarism. Remember that different information is under each of the tabs at the top.

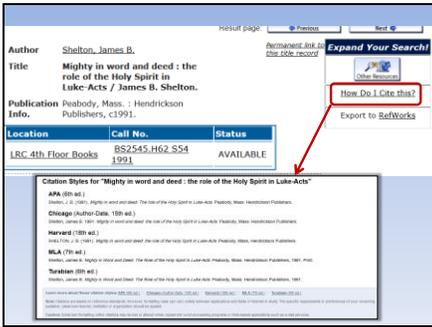
<http://web.oru.edu/library/guides/writingCitations.html>



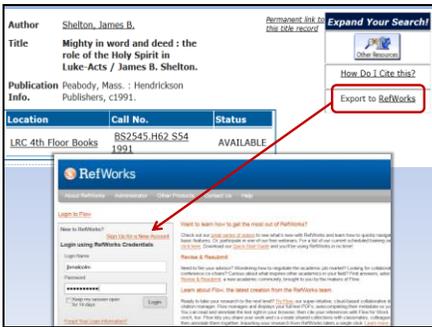
The **Key Points** library guide for **Citation Tools** shows the citation tools available in individual databases

http://web.oru.edu/library/guides/KP_citTools.html

Library Resources for Online Learners, Part 4. Citing Sources



For example, print books in the catalog have a “How Do I Cite this” link which brings up sample citations in five styles. You can copy/paste the citation you need into your document. It is much easier to collect your citations as you find your sources than to go back and try to find them after your paper is written.



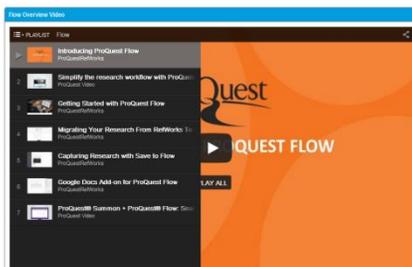
We now have a Program called **RefWorks** which helps facilitate citation collecting and formatting.

* You will need to create a free account in **Ref Works**.



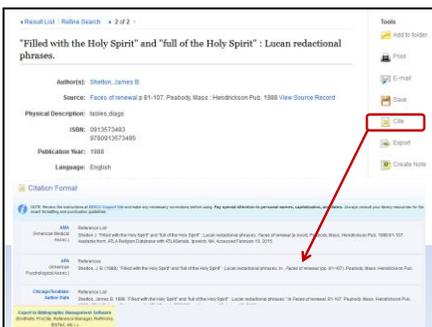
These tutorials will help you learn to use RefWorks.

<http://www.refworks.com/tutorial/>



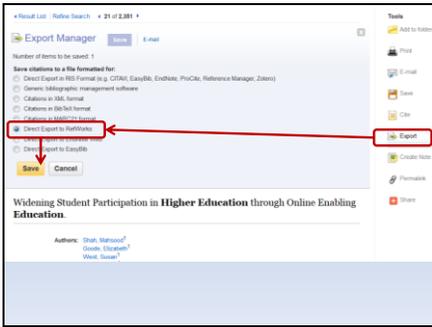
RefWorks is being upgraded to an improved program called **Flow**. Materials collected into **RefWorks** can be moved into **Flow**. Here are some tutorials and a guide for learning to use **Flow**.

<http://proquest.libguides.com/flow>

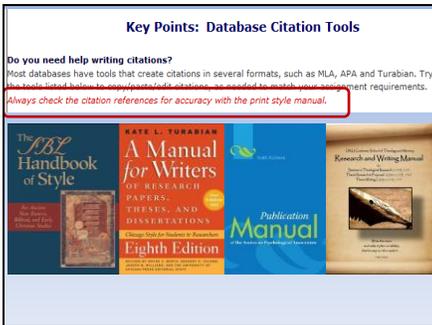


The citation feature is also built into the Ebsco databases.

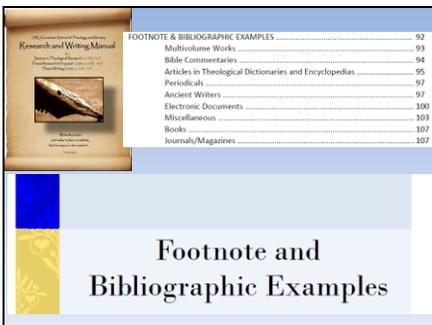
Library Resources for Online Learners, Part 4. Citing Sources



If you are using RefWorks, select “Export” and “Direct Export to RefWorks.”



It is VERY IMPORTANT to check these automatically generated citations against your style manual. There are often errors in machine-created citations.



The *Research and Writing Manual for the School of Theology and Ministry* has a section with examples of footnotes and bibliographic citations for types of sources commonly used in the field of theology. You may also need to refer to the Turabian style manual for general types of sources used in all disciplines.



The examples are grouped by type of source and include both a footnote and a bibliography entry for each type of source.