

How to Cite Sources in Research Databases

1. In most of the databases, you can find your citation information once you have found a specific article.

A. For example, in **SIRS** and **Britannica Online** the information is at the bottom of the article.

B. In **Newsbank**, you will see a link for Bibliography Export inside articles on the right side. Once you click on it, it will let you choose between MLA and APA formats.

C. **CQ Researcher** has a small link that says **Cite Now!** and it creates a pop-up window that defaults to APA format, but lets you choose MLA and Chicago styles too.

D. In **EBSCO Host**, you can access bibliographic tools once inside an article. To the right of an article, you will see a series of **Tools** options, and one is **Cite**. By clicking on Cite, you will be given a variety of options for different bibliographic formats. Just copy and paste the citation into your works cited or references page. You will need to tweak it a little bit by double spacing and using the tab key or spacebar. **(Some additional line spacing and tweaking may be necessary after pasting citations from any of the databases. NewsBank usually needs the author's name reversed, not capitalized, etc. Most need some tab usage and double spacing too. Some need parts deleted or other slight reformatting.)**

Note: Microsoft Word has a way to create hanging indents for formatting your works cited page. Go to the little arrow to the right of the word **Paragraph in the toolbar**, and click on it. Under special, use the dropdown menu to choose **hanging**, and then go to **line spacing** and choose **double**. You can actually paste a list of sources (make certain they are alphabetized!), and then select them and then apply the special formatting listed above to do them all at once.