Why You Need to Cite Sources – Video Transcript

Introduction
Hello – in this tutorial we’ll introduce citation, and tell you some of the reasons you need to cite the sources you use in your research papers and assignments.

When you do research for your papers and projects, you always cite your sources.

To cite means to point to the evidence. You need to show where you found the information you used in your research.

What to cite
It does not matter what type of source it is. It can be in print or online. It can be an image or a conversation. – in fact any place where you find someone else’s ideas.

Examples: data, journal article, chart or graph, newspaper article, book, ideas, theories and concepts, course lectures, emails & phone conversations, blogs & wikis, the web, etc.

Quoting and paraphrasing are two important concepts to learn before you write a research paper. You need to cite when you quote a source and when you paraphrase a source.

To quote means to use another author’s exact words in your text. Quotes from another author should be in "quotation marks".

To paraphrase means to restate the words of another author, using your own words. When you restate another author’s original ideas in your document you don’t use quotation marks - but remember, you still have to cite your source!

To learn to quote and paraphrase correctly talk to your instructor, the writing centre at your college, or refer to the resources sources at the end of this video.

Why cite?
You might wonder why you need to cite resources that are free and posted openly on the internet.

Free and open sources take effort to create. They have value and need to be cited.

Remember, it does not matter where you got the information. It does not matter if you paid for it or not. You always have to say where you got it.
There are several reasons why you must cite your sources. One is to let the reader know what the original source of your information is. This lends authority to your work and lets the instructor know that you did your research.

Another reason to cite is to help your reader identify and retrieve the sources that you found, so they can use them for their own research.

And a really important reason to cite is that citing is the best way to avoid plagiarism. You must give credit to the person whose ideas you have quoted, summarized or paraphrased. Not doing so constitutes plagiarism – a serious form of academic misconduct and a violation of copyright law.

**Where to cite**
There are two places in your paper where you need to cite your sources. You need to cite your source in the body of your document and also in a list of sources at the end of your paper.

Your list of sources at the end of your paper can be called a bibliography, works cited list or reference list.

**Style manuals and more help**
Style manuals are guides that tell you where and how to properly cite your sources.

There are several different style manuals so you should ask you instructor which one to use. Have more questions about incorporating sources? Contact a librarian at your college library! They can help you with these questions.