

in-text citations

MLA quick rules

use case

style

instructions

example

ONLINE

Direct quote,
online source

MLA

First item that appears in the Work Cited
(depending on the source, it could be author
name, article name, website name or file
name)

One online film critic stated that
Fitzcarraldo "has become notorious
for its near-failure and many
obstacles" (Taylor).

Paraphrase,
online source

MLA

First item that appears in the Work Cited
(depending on the source, it could be author
name, article name, website name or file
name)

The AU Writing Center website states
that appointments are 45 minutes
long, and can focus on any writing
skill or assignment from a university
course ("The Writing Center at
American University").

PRINT

Paraphrase,
print source

MLA

Author name, page number

Wordsworth stated that Romantic
poetry was marked by dramatic
expressions of emotion (263).

Direct quote,
print source

MLA

Author name, page number

Wordsworth stated that Romantic
poetry was marked by a
"spontaneous overflow of powerful
feelings" (263).

APA quick rules

use case

style

instructions

example

ONLINE

Paraphrase,
online source

APA

Author name, First item in reference page, year,
paragraph or table number

A similar correlation was found with students learning to
format research papers ("Using Citations," 2001, Table 3).

Direct quote,
online source

APA

Author Name OR First item from Reference Page
entry

Although they did not seem to prefer one kind of grading
system for science courses, students "overwhelmingly voted for
labor-based grading in humanities courses" (Jensen, 2022, p.59).

PRINT

Paraphrase,
print
source

APA

Author Name, Year

According to Jones (1998), APA style is a difficult
citation format for first-time learners.

OR

According to educational research, APA style is a
difficult citation format for first-time learners
(Jones, 1998).

Direct
quote, print
source

APA

Author Name, Year, page number

She stated, "students often had difficulty using
APA style" (Jones, 1998, p. 199), but she did not
offer an explanation as to why.

Chicago quick rules

use case

style

instructions

example

ONLINE

Direct quote,
online source

Chicago

Use the name of the author as you would in any other source. If none is available, use the name of the publisher/company/organization associated with the webpage. If neither is available, list the title of the web page.

The Iota, Iota, Iota sorority on AU campus is open to "undergraduate or graduate students who have enrolled in a major, minor, or certificate in WGSS, or have a strong interest in WGSS" (American University).

Paraphrase,
online source

Chicago

Use the name of the author as you would in any other source. If none is available, use the name of the publisher/company/organization associated with the webpage. If neither is available, list the title of the web page.

The Triota sorority on AU Campus welcomes any undergraduate or graduate students with a proven interest in the Women and Gender Studies program (American University).

PRINT

Paraphrase,
print source

Chicago

Author Name Publication Date, Page number

Office pods may advance with additional capabilities improving internal sound and safety mechanisms (Jeff Gavin 2025, 42).

Direct quote,
print source

Chicago

Author Name Publication Date, Page number

Office pods may advance with additional capabilities such as "improved acoustics and sound-proofing" as well as "safety features such as fireproofing, sprinkler systems and antibacterial vinyl" (Jeff Gavin 2025, 42).

Chicago quick rules

use case

style

instructions

example

Direct quote,
online source

Chicago

Use the name of the author as you would in any other source. If none is available, use the name of the publisher/company/organization associated with the webpage. If neither is available, list the title of the web page.

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Paraphrase,
online source

Chicago

Use the name of the author as you would in any other source. If none is available, use the name of the publisher/company/organization associated with the webpage. If neither is available, list the title of the web page.

The Triota sorority on AU Campus welcomes any undergraduate or graduate students with a proven interest in the Women and Gender

- Citation engines/AI (yes, even Zotero) get citations wrong all the time. They fabricate sources and articles, format incorrectly, and cannot follow precise instructions. Your Professor WILL BE ABLE TO TELL if you don't check your work.

- When in doubt, go to owl.purdue.edu/owl/research_and_citation/resources.html to see that you're following the rules correctly.

- Notice where there are commas and no commas in the examples. Each format is different!

- If you're using Chicago, make sure you know if you're using Author/Date or footnote/endnote citations!

