A Guide to Making Parenthetical References

The purpose of a parenthetical reference is two-fold:
• To indicate what information you derived from each source
• To guide “the reader as unobtrusively as possible to the corresponding entry in the works-cited list.”

You must use a parenthetical citation
• When you quote directly from the source
• When you paraphrase or summarize information from the source

In general, the reference in parentheses goes at the end of the sentence before the period. NoodleTools can help you generate a proper parenthetical reference for each source.

Use the first word of the citation entry, which is usually the author’s last name. If the author’s name appears in the sentence, do not repeat it in the parentheses. If there are two or more authors with the same last name, add the first initial in front of the name. If there are two entries by the same author, put a comma after the last name and add the title of the work (in shortened form) and page number(s) (if applicable).

If the entry is a print source, identify page number or numbers as specifically as possible. Do not insert any punctuation or the word “page” or “pages” or the abbreviations “p.” or “pp.”. When a source has no page numbers or any other kind of part number, no number should be given in a parenthetical reference.

3.6 No punctuation is used in a basic reference. Citations of multiple sources in a single parenthesis are separated by semicolons.

3.1.1 Coauthor: If two, include both last names connected by and.
                        If three or more, include first author’s last name followed by et al.

3.2.1 Abbreviating Titles of Sources: give the first noun and any preceding adjectives, while excluding any initial a, an, or the. Be sure to include punctuation, such as quotation marks or italics.

3.4 Indirect Sources: If the source of the quotation or information was quoted in a source, and does not itself appear in the bibliography, it is called an “indirect source.” Put the first word of the entry after the words qtd. in for “quoted in.”

If multiple consecutive sentences cite the exact same source, place the reference on the last sentence or at the end of the paragraph, whichever comes first. Check for clarity.

Blockquotes
If a quotation extends more than four (for prose, three for poetry) double-spaced lines, it must become a blockquote. The instructions are here:

Lead in to the quotation with a colon before beginning a new line
Indent 1/2 inch from the left margin only
Double-space
Remove quotation marks
Place the parenthetical reference after the period

If the paragraph continues after the blockquote, it will be left-aligned (no indentation).