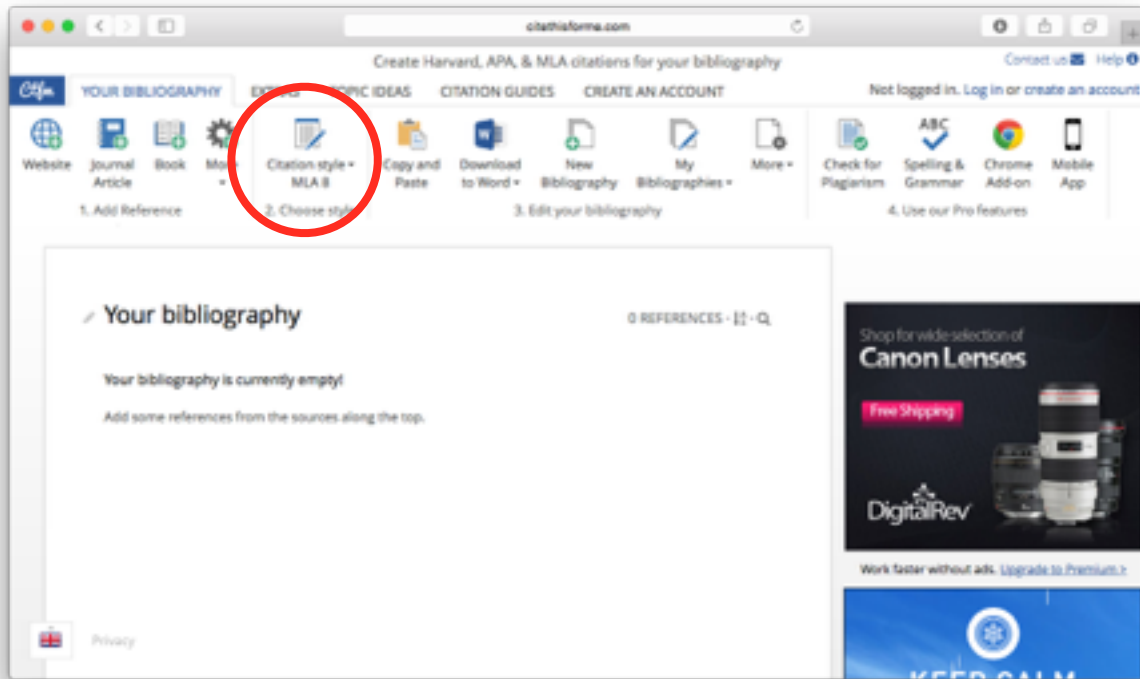
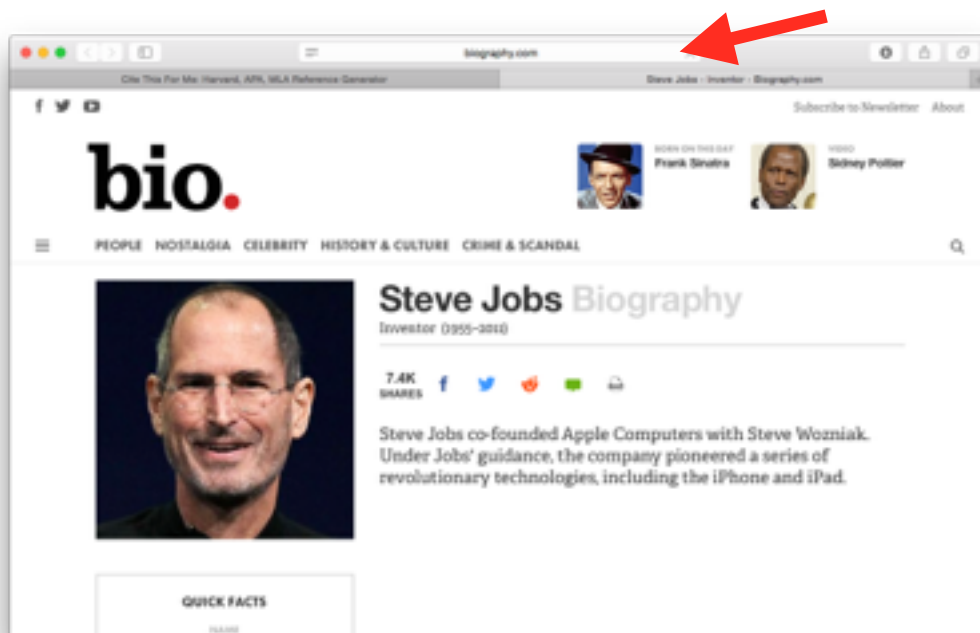


How To Create a Citation Using citethisforme.com

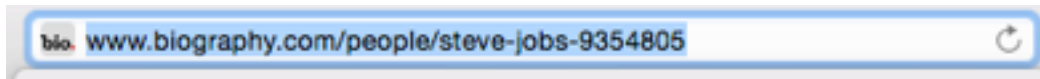
#1) Go to citethisforme.com. Check to make sure that your citation style is set to either MLA style or APA style.



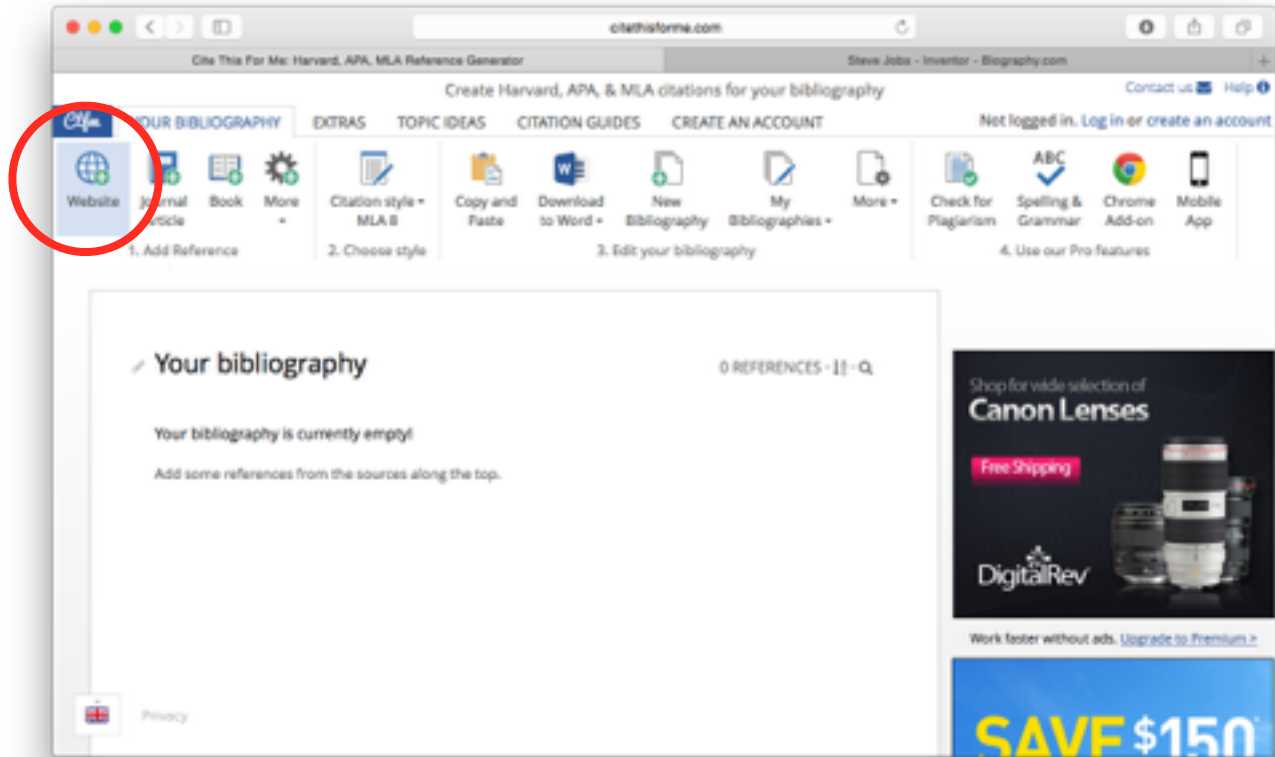
#2) In a new tab, bring up the website you are using for your source.



#3) Highlight the URL of the website by clicking on the address bar. Copy and paste to bring to citethisforme.com



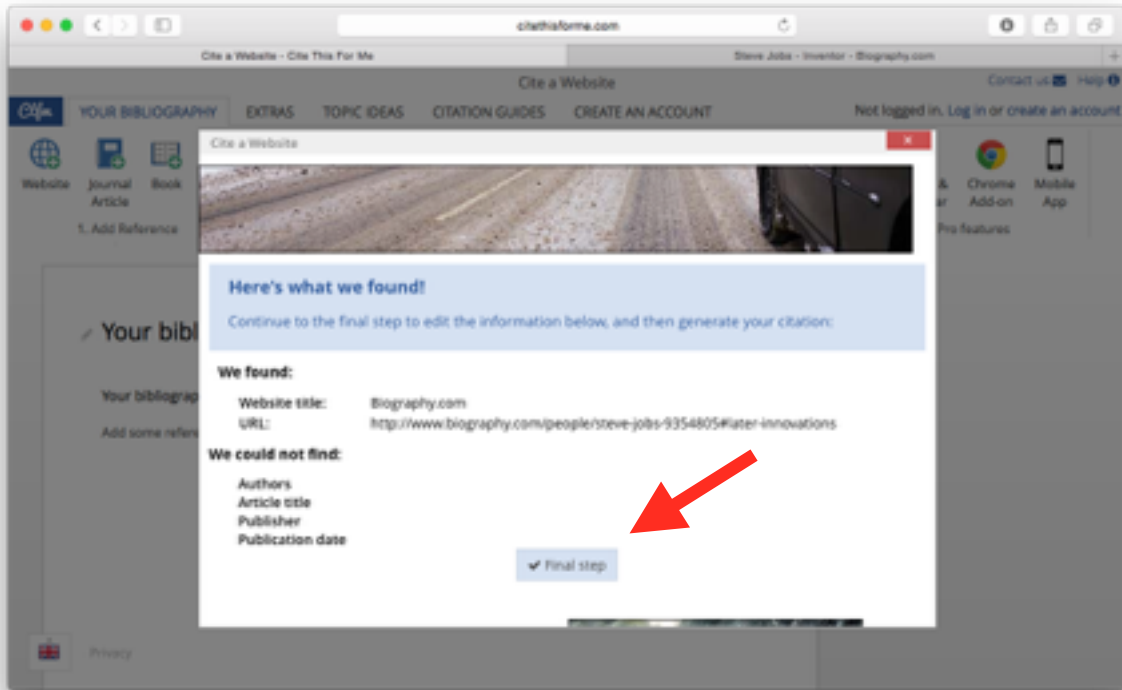
#4) Back on Cite This For Me, select the “website” button in the top left corner.



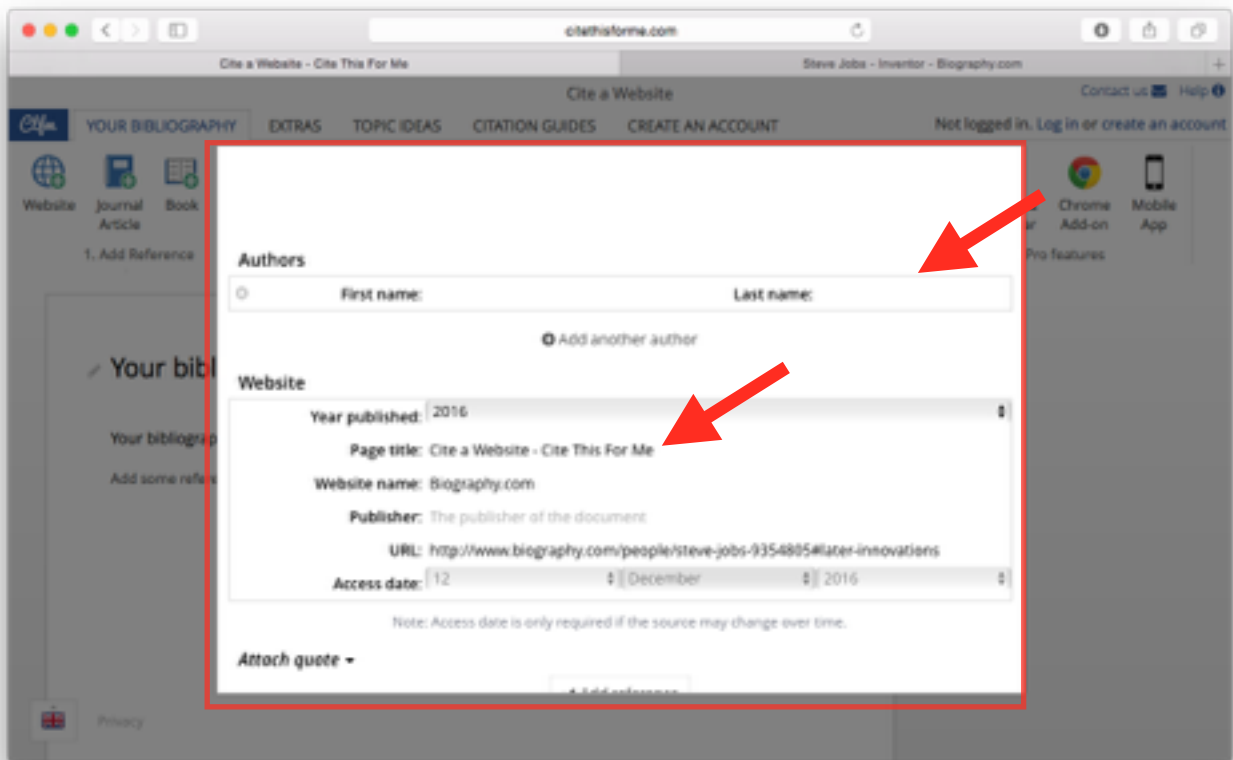
#5) Once website is selected, the autocite window will pop up. Paste the URL into the box and click “autocite” on the right hand side.



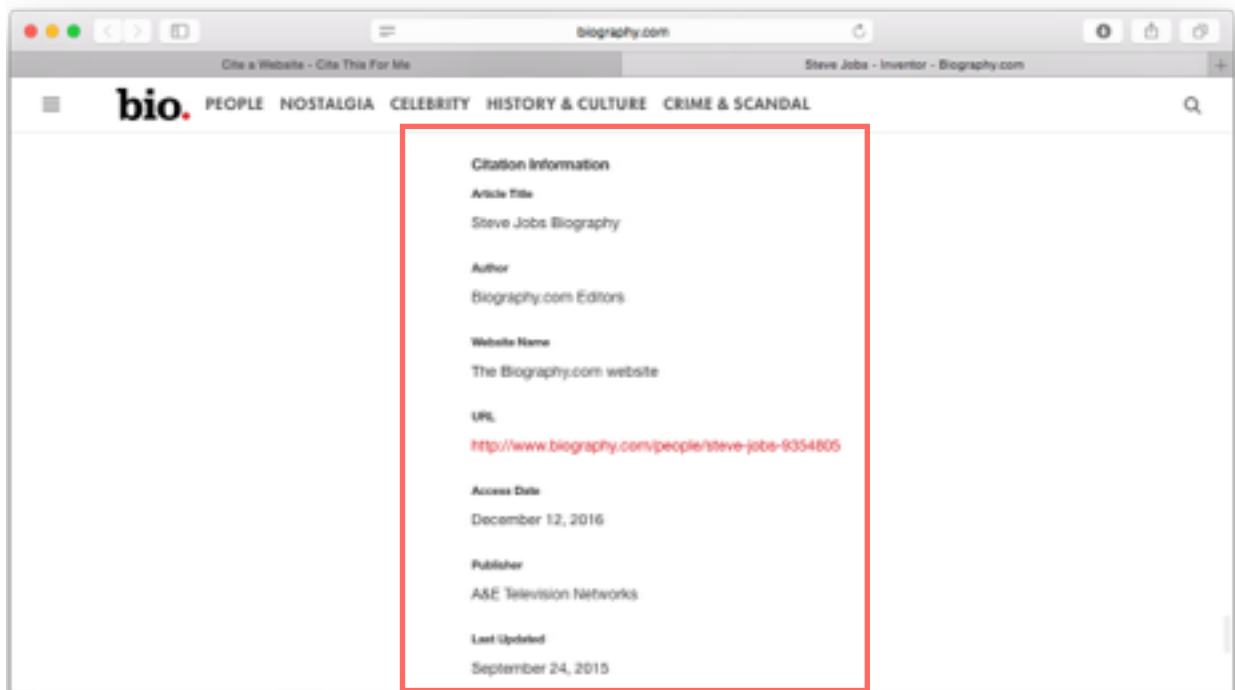
#6) Check what information was found. You will need to examine and edit the details. Click “Final Step”



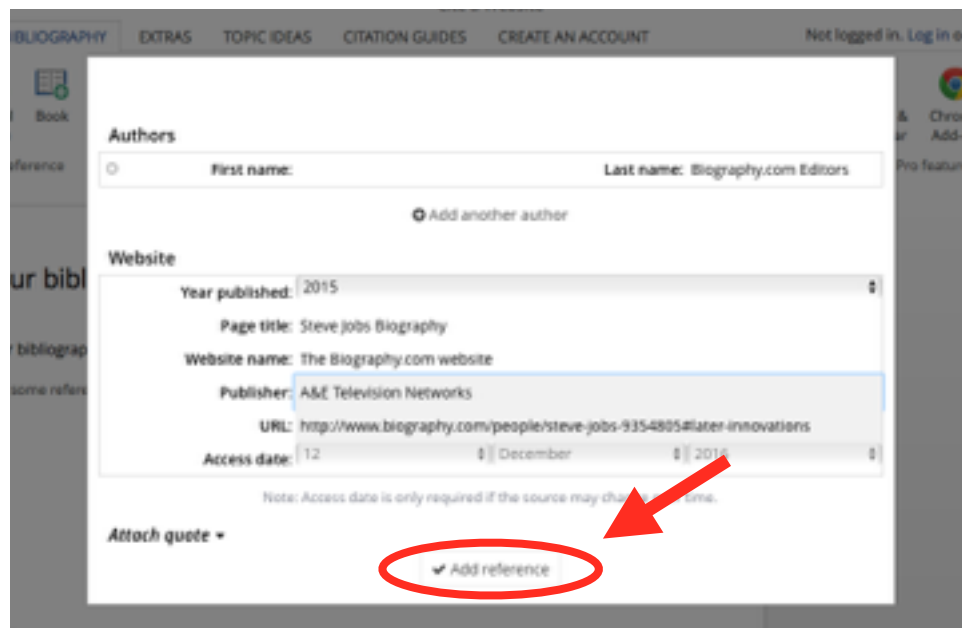
#7) Once the citation information has come up, check out what was found. You will need to add in additional information.



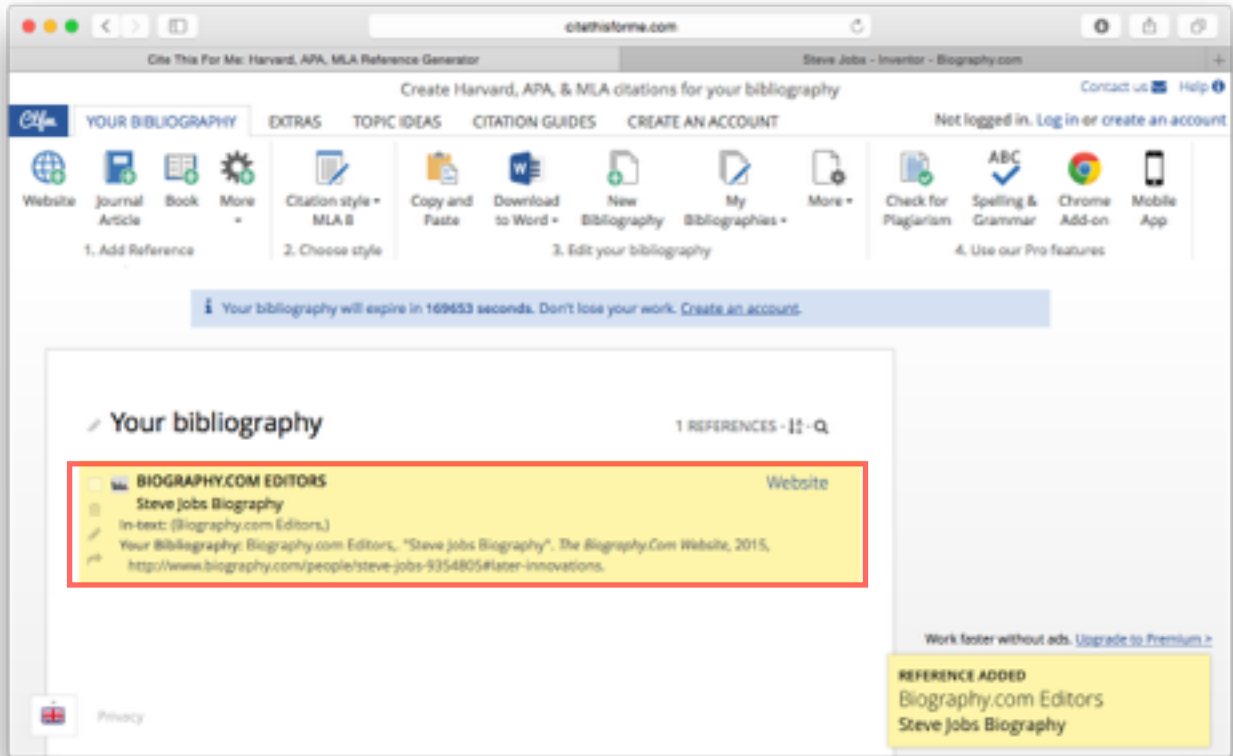
#8) Check with the original source for any missing information. If you are entering an organization name, place the full name in the "last name" field.



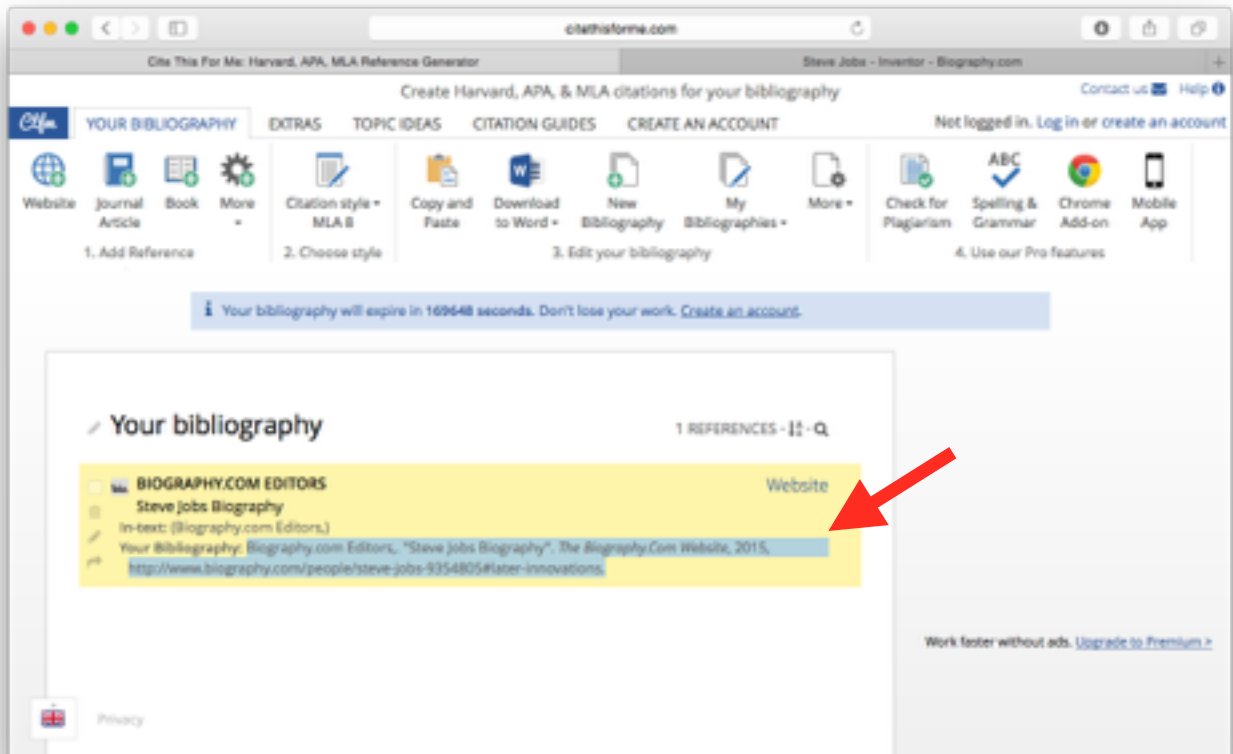
#9) Place the appropriate information back into your Cite This For Me citation. Click "add reference" when you are completed.



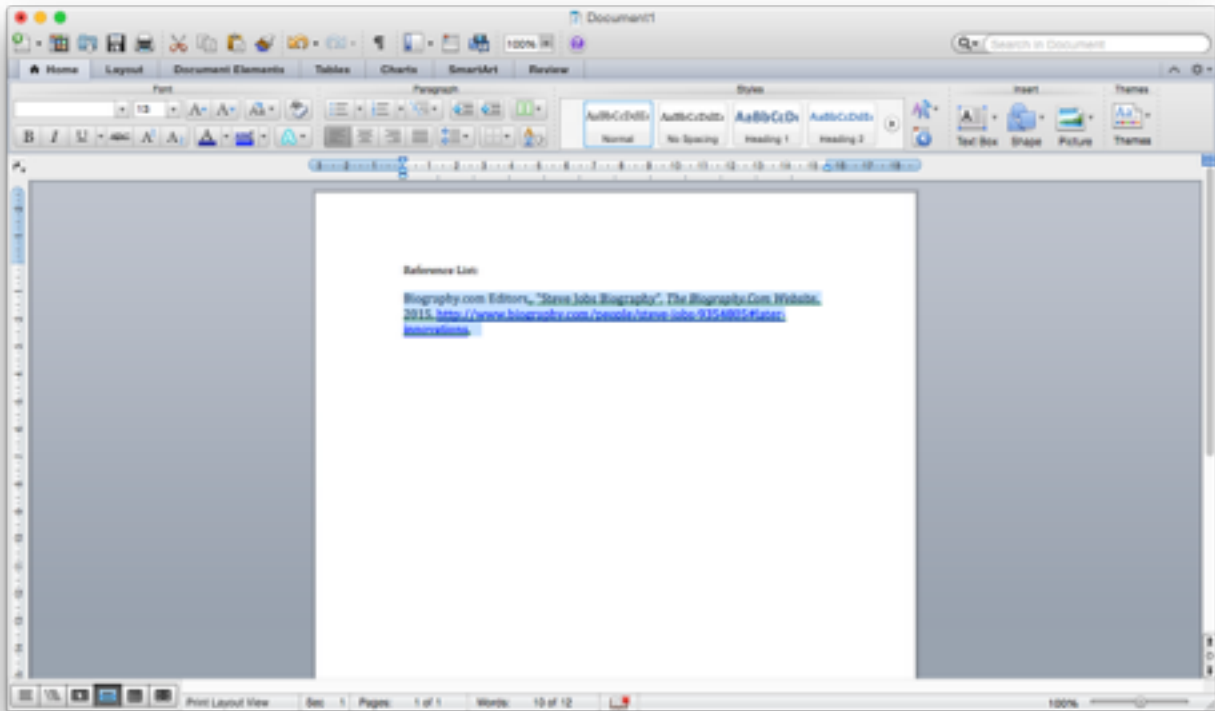
#10) Once the reference is completed, it will be added to your citation list:



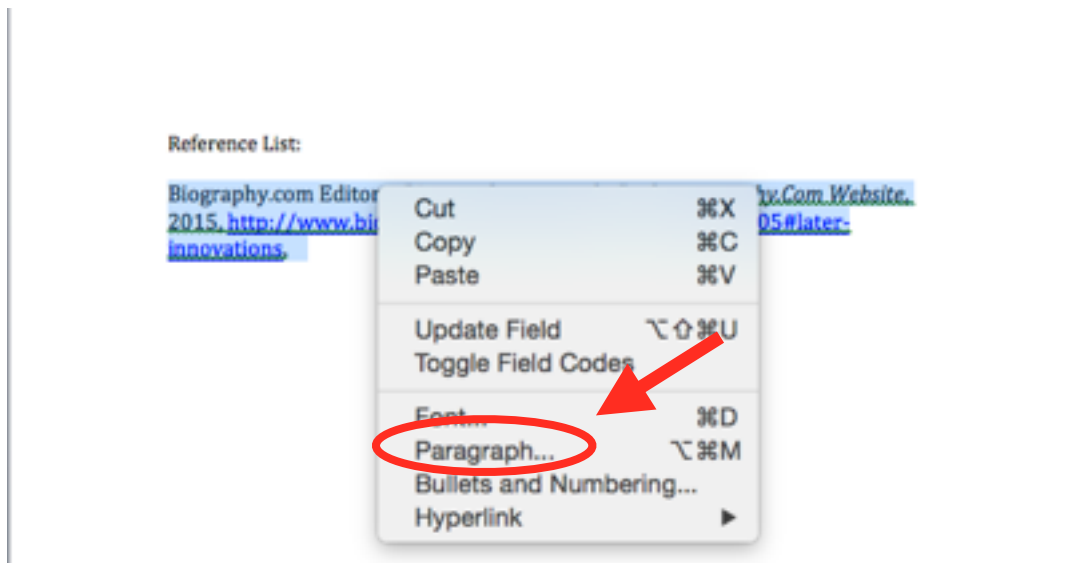
#11) Copy the section that comes after "your bibliography". You will need to place this onto either your Works Cited or Reference List:



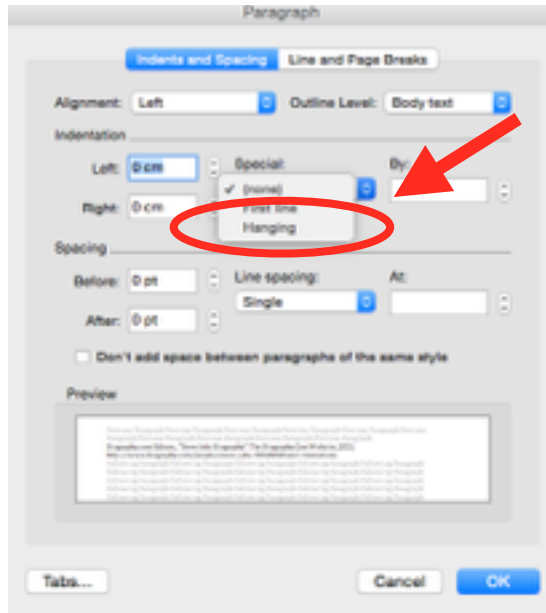
#12) Paste into word document. Next, highlight the text to properly format it.



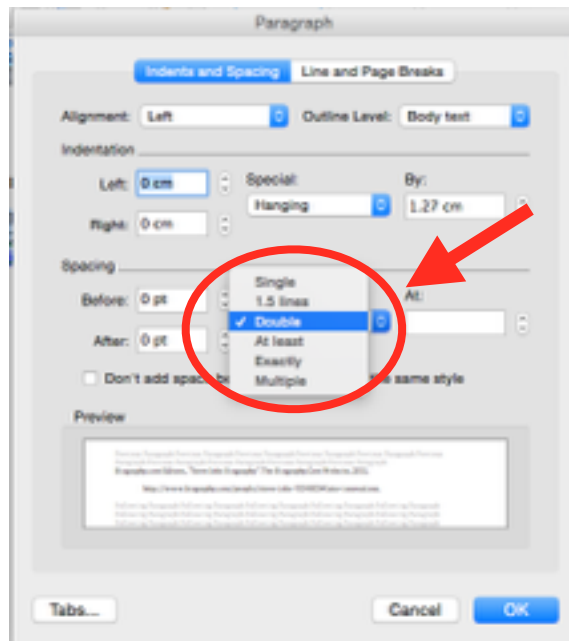
#13) Select the citation. Right click to bring up the menu. Select "paragraph"



#14) In the paragraph menu, select “special” and then “hanging”



#15) Next, select line spacing and change to “double”



#16) Hit OK, and then your citation will be properly formatted.

