

Essential Information Needed for Creating Bibliographic Citations

When creating a bibliographic record for sources you are using, it is important to record the information accurately. Below, you will find a listing of essential information you need to find in order to make an accurate and complete bibliographic record. The following are only the most common types of sources.

Print Sources (Viewed in Print Form)

Book

1. Author Name(s)
2. Title of Book
3. City of Publication
4. Publishing Company Name
5. Year it was Published

Encyclopedia

1. Author Name(s), if given
(look at the end of the article)
2. Title of Article
3. Name of Encyclopedia
4. Edition Number or Year

Magazine

1. Author Name(s)
2. Title of Article
3. Title of Magazine
4. Date of Publication
5. Page Number(s)

A Work within a Larger Work (i.e. Anthology)

1. Author Name
2. Title of Work
3. Title of Book
4. Editor's Name(s)
5. City of Publication
6. Publishing Company Name
7. Year it was Published
8. Page Number(s) of the Piece

Newspaper

1. Author Name(s)
2. Title of Article
3. Newspaper Name
4. Date of Publication
5. Page Number(s)

Non-Print Resources (Viewed Electronically)

Online Database (Magazine/Newspaper Articles Retrieved)

1. Author Name(s)
2. Title of Article
3. Original Print Source Title
4. Date Originally Published
5. Online Source Name
6. Date Accessed
7. URL (Web Address)

Internet Website

1. Author(s) (if Given)
2. Title of Web Page
3. Title of Website
4. Date Last Updated
5. Name of Organization that sponsors the site
6. Date Accessed
7. URL (Web Address)