# Directions to create a citation for **a Website**

**Cite a:** **WEBSITE** Create new citation (green button)

**Where is it?** Website

**What is it?** Web Page (1st column; 1st option)

- **URL:** (You will need to copy and paste the website address into this box.)

- **Date of publication:** (*In most cases, you will only fill in the box that says YYYY*. You will fill in the copyright year of the webpage, which is most likely found at the **BOTTOM** of the web page. You will need to look. Put the most recent year. If there is no year, leave this portion blank.)

- **Most recent date of access:** (You will need to click the blue link: **[today?]** – the date will enter automatically.)

- **Contributors:**
   o **Role:** choose **Author** from the dropdown box if there is an author of the web page. *In most cases, these boxes will be left blank.*

- **Web page or document/article title:** (This is the title of what you researched. You will need to look at the **TOP** of the web page to determine the article title.)

- ***Name of the website:** (You will need to type the website name.)

- **Publisher of the Site:** (You will fill in publisher of the website, which is most likely found at the **BOTTOM** of the web page. You will need to look. Sometimes it is the same name as the website. If there is no publisher, leave this portion blank.)

When finished, click **green SAVE button**.

*EXAMPLE:*
"Connecticut." *Fact Monster*, 2017, www.factmonster.com/us-states/connecticut.html.
        Accessed 16 Mar. 2017.

## *Remember to always create a* citation *BEFORE a notecard.*

## To Create a Notecard with Research from a Website:

Click the "NEW" link under Notecards for your **website source**.

#1) Once you open a "New" notecard, you can type in a title for your card.

#3) Type your notes in the "Paraphrase or summary" box.

#2) You can copy and paste portions of the **Website article here**. THEN REMEMBER TO PARAPHRASE ....