

Cite While You Write

Unformatted Citations



Temporary

{Author, year #3}

To edit/change/add data

Carefully delete/add data

Leave , (comma) and **# no.** intact

Add page number/s exactly as required

{Author, year #5, **p. 56**} as you would like it to appear

Or

{Author, year #5**@56**} – for those styles that support this

{see alsoAuthor, year #5}

Formatted Citations



Finished/Complete

(Author, year)

(Author)

(1)

To edit/change/add data

DO NOT alter in text citations

USE edit command

- Exclude year
- Exclude author
- Add page nos (in suffix box except for those styles that allow you to put it into the pages box)
- Cited by (in prefix field)