

Creating Your Citation Page

Tips before you get started:

- ❖ Create your citation page early on in a writing project.
- ❖ Make sure you confirm with your professor which citation style you are required to use.
- ❖ Be consistent and use only one citation style throughout your document.
- ❖ Use attention to detail when reviewing your individual citations (see our Quick Reference Guides for MLA and APA!). Formatting, punctuation, and spacing matter!
- ❖ Citation generators are not recommended, but if you use them, be aware that they may not generate accurate citations; always double-check your citations carefully.
- ❖ If you have trouble figuring out how to cite a particular kind of source, contact our Writing Center tutors for assistance!

Step-by-Step Instructions:

1. Begin your citation page on its own page at the end of your document.
2. Center align the text and give your page a heading: use “References” for APA and “Works Cited” for MLA.
3. The heading should be in the same font you have used for the rest of the paper. If using MLA, use no additional styling (i.e. no bold, italics, or underline). If using APA, place the word “References” in bold.
4. Next, left align your text and type your citations following the conventions of whichever citation style you are using.
5. Keep your text double spaced and hit “Enter” at the end of each citation so that each new citation begins on a new line.
6. Do not hit “Enter” in the middle of a citation, but rather let the computer return the text for you (even if you must add a URL).
7. When your citations are typed, you are ready to add the hanging indent required for formatting your citation page.
8. Do not number your citation list or use bullet points or other formatting.
9. Organize your citations alphabetically by the first letter of each entry.
10. All sources cited in text should have an entry on the Works Cited or References page; all entries on the Works Cited or References page should have at least one corresponding in-text citation. If you have works you did not use in the paper, but you want to show your professor these extra resources, you may sometimes include them under a separate heading labeled “Works Consulted”—but check with your professor first.