

your name: \_\_\_\_\_

parenthetical citation: ( \_\_\_\_\_ )

**ATTACH:**

- the complete printout of the **GALE source**; or,
- copy of page or pages + publishing history page of **book**; or,
- the complete printout of the **web page**; or,
- complete **magazine/newspaper article**; or,
- handwritten notes from an **interview** with date and full name

Highlight the information on your source that you actually use. Complete this page for each source!

## SOURCE/EVIDENCE: *prove your point*

MLA citation. Write a complete MLA citation for this source for your Works Cited page:

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### 4-STEP PROCESS *All these words go into your paper!:*

**1. INTRODUCE the source:** What about the source defines the authority/credibility of the information you are using? Write the BEGINNING of your sentence here:

**2. USE the source honestly:** Remember you are looking for evidence. Whether quoted directly or summarized—even if you only use a statistic—write it here, the MIDDLE of your sentence:

**3. CITE the source in parenthesis:** Use whatever is shown first in the citation above plus the exact page number if you have it. Write THE END OF YOUR SENTENCE here:

( \_\_\_\_\_ ) . ←period

**4. CONTINUE your essay:** It isn't enough to offer evidence, explain it! Write AT LEAST ONE follow-up sentence here: