References

Note: These are the formats of works a student writer might use as sources: an article from an electronic database, a book, a webpage with an author and date, an online government report, and a webpage without an author or date.

Last name, First initial. (Date). Title of article: Only first word capitalized. *Title of Journal.*

*Volume number*(Issue number), Pages span of article. DOI or URL for journal’s homepage if accessed electronically.

Last name, First initial. (Date). *Title of book: Only first word capitalized.* Location: Publisher.

Last name, First initial. (Date). Title of webpage. Retrieved from URL

Name of Government Organization. (Date). *Title of report: Only first word capitalized.* Retrieved from URL.

Name of Website. (n.d.). Title of webpage. Retrieved from URL.

To format the indentation required for the list of references, use the Home command page. Look at the paragraph command box. Click on the sideways arrow and change Indentation > Special > (none) to Hanging.