REFERENCING INFORMATION: 3 BASIC METHODS
How to use another’s information in your own writing

1. Quote (Last name, year, p. #).
   Direct or exact transcription of the original text, word-for-word

2. Paraphrase (Last name, year).
   Translation of specific parts of text, expressed in your own words
   The Empire Strikes Back climaxes when Vader reveals that he is Luke’s father (Lucas, 1980).

3. Summarize (Last name, Year).
   Overview of an entire work expressed in your own words
   The Empire Strikes Back by George Lucas (1980) is my favorite movie of the Star Wars trilogy.

How to work with the three methods
⇒ First, practice each of these three methods using one source only.
⇒ When you feel comfortable, add another source.
⇒ Your job, as the writer, is to show relationships between (1) these sources and (2) between your own ideas and the sources.

To begin writing, ask questions about each source.

Sample questions
⇒ Do you agree or disagree with the source’s thesis/findings? Why?
⇒ What is the significance of this source to your topic?
⇒ What are the similarities and differences between your sources?
⇒ What further research needs to be done?