THE OHIO STATE UNIVERSITY AT LIMA WRITING CENTER PRESENTS:

THE RESEARCH PAPER

Conducting Research, Reading Closely, Avoiding Plagiarism, Documenting in MLA
Steps of the Research Paper

+ Finding Articles and Books
+ Taking Notes on the Sources
+ Integrating Your Sources into the Essay
  × Avoiding Plagiarism
  × Documenting in MLA Format
ACCESSING THE LIBRARY ONLINE

From the OSU Lima Webpage, click on the Library quick link at the top of the page.
FINDING ARTICLES

- Articles are listed in indexes
- There are many indexes available online through the library website.
- To start, access Academic Search Complete from the Lima Campus Library homepage.
FINDING ARTICLES – ACADEMIC SEARCH COMPLETE

- Type your topic in the search bar.
  - You should use keywords related to your topic.
- If your professor’s guidelines are specific, you can fine tune your search with the many search filters available.
Find an article that looks promising and click “Find It!”

Follow the instructions to get an electronic copy of the article.
In addition to Academic Search Complete, you can also search multiple databases at once. To start, click on A-Z Databases from the library homepage.
Click on “Or, use the New Multi Database Search to search several databases at once.”
FINDING ARTICLES – RESEARCHING BY DATABASES

Here you can search by the type of class you are taking.

- Type in your search parameter.
- Check the boxes of the databases you wish to search.
- Click “Search.”
Click on an article that looks promising.
Follow the instructions to retrieve the article.
FINDING BOOKS

- You can find books through the library website as well.
- Use one of the three links under the “Find Books” section.
FINDING BOOKS

- Use the tabs at the top to search by keyword, author, title or more.
- Type in your search term. For example, if you were looking for a book on Diabetes, you might start by using a keyword search on “Diabetes.”
- When you are ready to search, click “Submit.”
FINDING BOOKS

Click on a book that looks promising.
Make note of the “Call No.” so you can find the book.

- LIM Stacks means you can walk over to our library to get it; otherwise you will need to order it.
HOW DO I WORK FROM HOME?

- When accessing the library features from school, you will automatically be logged in and have access.
- To access the library features from home, you must first log in.
- Click on the “Work From Home: OSU” under the “How Do I...” section.
Type in with your OSU lastname.# and the password you use for your e-mail.
Click the “Login” button.
After logging in, you will be brought back to the main library homepage.

You may now access the many features that the Lima Campus Library offers.
Part 2:

TAKING NOTES ON THE SOURCES
When looking for articles on your topic, first read the abstract, summary, or overview of the article.

Usually the abstract or overview will give you some idea whether the article will be useful to your essay.
Taking notes on the sources: title, intro, conclusion

- Look for and read the:
  - Title
  - Introduction
  - Conclusion

- The title, introduction, and conclusion should provide you with the main ideas of the article.

TAKING NOTES ON THE SOURCES: TOPIC SENTENCES

- Reading the topic sentence of each paragraph can help you get the main idea of the paragraph.
- Making note of topic sentences can be useful when retrieving information at a later date.

Keep track of your sources as you find them.

- One way is to write the citation information down on a note card.
- Another way would be to keep track of the citations in a separate Word file.

You should record where you found your information so you can locate it easily later on.
You should print the articles that look useful for your essay.

Take the opportunity to read the article and mark key passages that seem interesting or important.

+ You may find it helpful to take notes in the margins.

Part 3:

INTEGRATING YOUR SOURCES INTO THE ESSAY:
AVOIDING PLAGIARISM
AVOIDING PLAGIARISM OVERVIEW

According to The Ohio State University at Lima Student Guidelines:

“Plagiarism is the act of using the ideas and/or the expressions of another and representing them as your own. It is a kind of cheating, and thus a form of academic misconduct.”
PLAGIARISM GUIDELINES

DO NOT:

- Claim another's ideas as your own.
- Paraphrase or quote without attributing the source.
- Use facts that are not common knowledge without citing them.

DO:

- Acknowledge your sources by citing accurately.
- Put exact words in quotation marks and cite from where the quote came.
- Include an accurate Works Cited page.
Plagiarism Example 1

Plagiarized:
To Delano, there are two explanations for Cereno’s odd behavior: The singular alternations of courtesy and ill-breeding in the Spanish captain were unaccountable, except on one of two suppositions—innocent lunacy, or wicked imposture.

Correct:
To Delano, there are two explanations for Cereno’s odd behavior: “The singular alternations of courtesy and ill-breeding in the Spanish captain were unaccountable, except on one of two suppositions—innocent lunacy, or wicked imposture” (Melville 288).

Notice that quotation marks enclose direct quotes from another source and that Melville and the page number is cited.
Plagiarism Example 2

Plagiarized:
Delano blames the strange behavior of Don Benito on either some sort of elaborate performance or insanity.

Correct:
Delano blames the strange behavior of Don Benito on either some sort of elaborate performance or insanity (Melville 288).

- This example uses paraphrasing. You must cite the source, even if you paraphrase the material.
Part 4

WRITING THE ESSAY: MLA FORMAT
MLA FORMAT

- MLA Stands for Modern Language Association.
- It is important to cite all information taken from any outside source.
- It is important to identify and acknowledge the source from which the information was taken.
MLA – AN OVERVIEW

MLA accomplishes source attribution through the use of:

- **In-Text Citations**
  - Attributes sources in your paper as you discuss them.

- **A Reference Page**
  - A list of sources used in your essay with more complete information about the sources.

In-Text Citation:

Delano is described as “a man of such native simplicity as to be incapable of satire or irony” (Melville 287).

Works Cited


In-Text Citations:

- Show readers from where the information was taken.
- Direct the reader to the Works Cited page.
- Place the citation as close as possible to the borrowed material.
Delano blames the strange behavior of Don Benito on either some sort of elaborate performance or insanity (Melville 288).

- This is a paraphrase; none of the author’s words from the original text are used, but it does repeat the author’s ideas.
- Paraphrases MUST be cited to avoid plagiarism.
- Paraphrasing is easiest when taking a large amount of material and condensing it into a few sentences (for example, summarizing a scientific study or the meaning of a stanza of poetry).
Delano is described as “a man of such native simplicity as to be incapable of satire or irony” (Melville 287). The citation follows the quotation marks, but the period comes after the parenthesis.
IN-TEXT CITATION – BLOCK QUOTE

Block Quote, Author Cited in Text:

In Melville's text, Delano continuously misreads the activities on the Spanish ship:

Though the remark of Captain Delano, a man of such native simplicity as to be incapable of satire or irony, had been dropped in playful allusion to the Spaniard's singularly evidenced lordship over the black; yet the hypochondriac seemed in some way to have taken it as a malicious reflection upon his confessed inability thus far to break down, at last, on a verbal summons, the entrenched will of the slave. (287)

• There are no quotation marks because the quote is clearly offset from the rest of the text.
• Punctuation comes before the citation for block quotes only.
• Since the author of the work is given in the text, it is not necessary to repeat it in the Citation.
  • In this case only the page number is given.
WORKS CITED – AN OVERVIEW

- The Works Cited page contains more detailed information for all of the sources used in the essay.
- It is found at the end of the essay on a separate page.

Works Cited


“Works Cited” is found at the top of the page in plain text, centered.

Each entry begins even with the left margin and every additional line indented one half inch.

Entries are entered alphabetically by first item—typically author’s last name. If there is no author, or if there are two works by the same author, alphabetize by title.

All entries should be double spaced.

+ There is no additional space between entries.
WORKS CITED – BOOK (SIMPLE)

- Use the information from the title page and copyright page; do not use the cover.
- Omit any information that is not included in the book.
  - If there is no author, for example, leave it out and begin the entry with the title.
- The general citation format is: author, title, place of publication, publisher, date, and print medium.

**Book**

<table>
<thead>
<tr>
<th>Journal Article</th>
</tr>
</thead>
</table>

Order of Citation:

- Author’s last name, First name. “Title of the Article.” *Name of the Periodical* Series number or name Volume Number. Issue Number (Date of Publication): Inclusive Page Numbers. Publication Medium.
There are so many possibilities on the Internet that we can’t show all possible entries for Internet sources. Below is the general format to follow:

Order of Citation:

Author/Editor’s last name, First name. “Title of the Work (article, poem story, etc.).” Publication Information for any Print Source of the Material (in the same format as for that type of print source). Title of the Online Site. Ed. And Name of any Editor of Site. Version or Volume number for the Source. Date of Electronic Publication or Last Update. Range or Total Number of Paragraphs, Pages or Sections (if numbered—if not numbered, omit). Name of any Sponsoring Organization or Group. Publication Medium “Web.” Date You Accessed Material.
MLA guidelines state all margins should be set at one inch.

MLA recommends using twelve point font, generally Times New Roman, and essays are generally written double-spaced.

MLA recommends a header be placed one half inch from the top of the page and should include your last name and the page number right aligned.

Instead of using a Title Page, MLA formatting recommends the information be found at the top of the first page, left aligned and double spaced.

- This includes: Your Name, The Professor’s Name, The Class, The Date in that order
- The Title is then centered.
Visit the Writing Center to meet with a tutor to discuss your paper.

Take advantage of this and other helpful online resources through the Writing Center website at:

http://www.lima.ohio-state.edu/academics/writing/
RESEARCH PAPER PRESENTATION CREDITS

The OSU-Lima Writing Center thanks Jered Slusher for creating this PowerPoint Presentation.

Visit us online at:
http://www.lima.ohio-state.edu/academics/writing/