

Please read before using the OSLIS Citation Maker:

NOTE: You must allow OSLIS pop-ups on your browser, in order to use Citation Maker.

For creating your citations, follow these steps:

1. In the yellow box on the right, click on the resource (type of work) you want to cite.
2. Complete the Web form that appears with information from your source. Please note that not all boxes need to be filled in for each citation. Only fill in the boxes that apply to a specific source. For an Internet source, you may need to look on the home page or main page for the information necessary for a complete citation.
3. Click "Create Citation" to generate your citations. Your citation will appear below in the Web form.
4. You may enter multiple citations without losing the previous ones.
5. When you have entered all of your citations, you can sort them next by clicking on "Sort All." If you have sources with no author, sorting will not integrate them in with the other citations properly, you will have to cut and paste them later into their correct alphabetical location.
6. Before you exit Citation Maker, be sure that you have printed or saved by copying and pasting into a word processing program. Your citations are not saved from one session to another. To do this, click on the "Save All" button.
7. A pop-up window will appear with your citations. Citation Maker does not automatically do a hanging indention or double-space your works cited. You may either manually insert the correct spacing here, or after copying and pasting into your word processing document, highlight the citations and format the paragraphs for a hanging indentation and double-spacing
8. Be sure to correct any alphabetical order problems with citations that do not

have an author. If author is not given, alphabetize by the first important word in the title, excluding "a," "an," and "the."

9. For technical support issues, please note that OSLIS Citation Maker is tested with and fully supported for the following browsers: Internet Explorer(IE) and Firefox. OSLIS support may be able to resolve potential issues that occur in older versions of these two browsers as well, but they might take longer to fix.