Books

1. Author

2. Title of book

3. City of publication

4. Publisher, date of publication

5. Keep a Record of the sources you use

Print Sources

Bibliography

the first important word of the title.

Arrange all sources in one list, alphabetically by first word, which will generally be either the author's last name or

Items of punctuation and follow exactly.

Titles of articles are enclosed in quotation

Underline or use italics for titles of books, periodicals and software. Titles of articles are enclosed in quotation

For each source listed, begin first line at margin and indent each line that follows.
<table>
<thead>
<tr>
<th>Periodical title</th>
<th>Title of article</th>
</tr>
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<tbody>
<tr>
<td>Author</td>
<td></td>
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</tbody>
</table>

**Database**

1. Author
2. "Title of article"
3. Periodical title
4. Name of database
5. Publisher of database (if available)
6. Date of visit Month Year
7. Web address (enclosed in angle brackets)