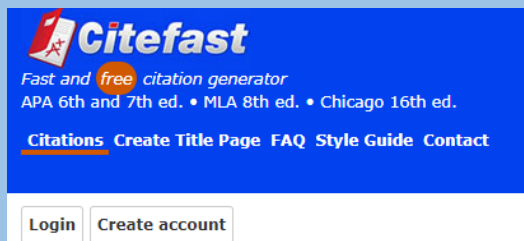


Using Citefast – MLA 8 Style

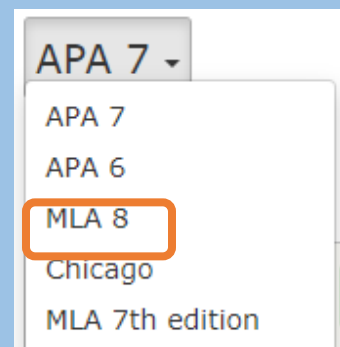
Go to www.citefast.com to login or create an account

This is a screenshot of the 'Create a Citefast account' form. It includes input fields for 'First Name' (with a 'First' placeholder), 'Last Name' (with a 'Last' placeholder), and 'Email' (with a placeholder 'yourname@example.com'). There are also fields for 'Create a Password' (with a note 'Needs to be at least 6 characters') and 'Reenter password:'. A green 'Create account' button is at the bottom, and a link 'Already have an account? Login' is below it.

Once you have signed up for an account, you can log in.

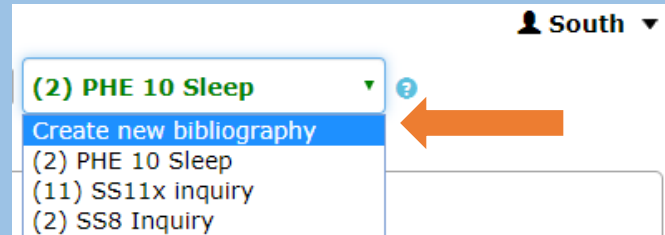
This is a screenshot of the 'Login to Citefast' form. It has input fields for 'Email' (with a placeholder 'Enter email') and 'Password' (with a placeholder 'Enter password'). A 'Forgot password?' link is located to the right of the password field. A green 'Login' button is at the bottom.

When you've logged in, select the style you want to use. **Choose MLA 8 style**, unless your teacher asks you to use APA, Chicago or another style.

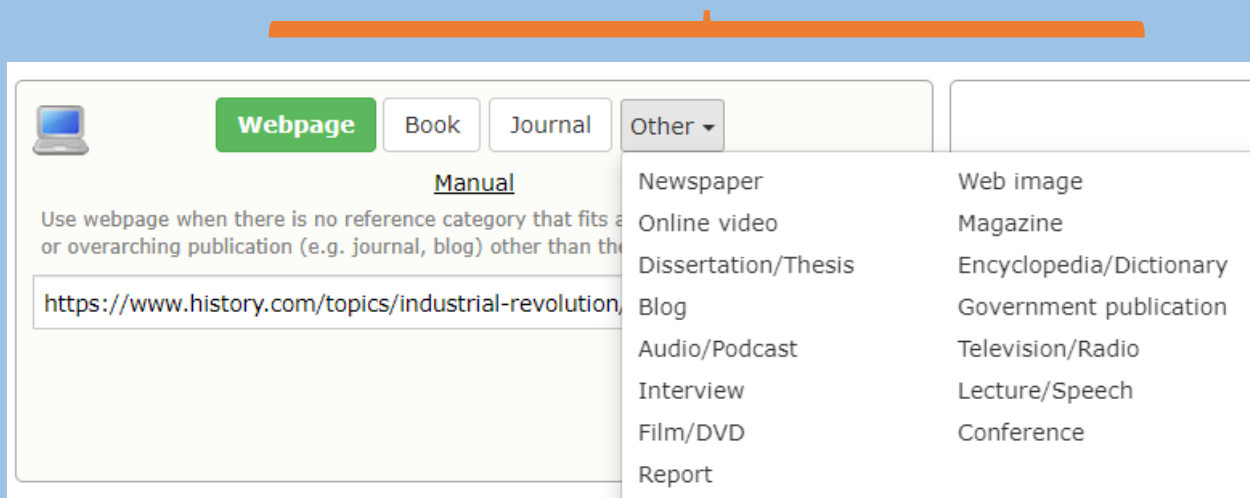


Next, if you have created an account, go to the top right corner and select **Create new bibliography**.

Give it a name. This will allow you to keep the citations for the same project in **one folder**.



Choose the type of source you want to cite.



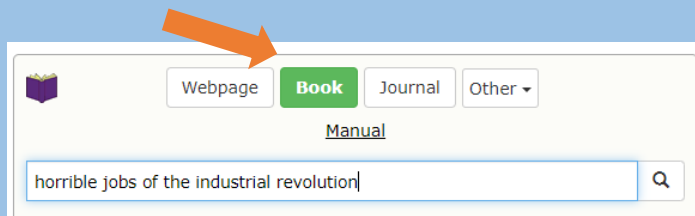
Webpage – Select Webpage. Then cut & the paste the URL into the box and press ENTER or click on the magnifying glass.

The screenshot shows a citation form with the following fields and annotations:

- Webpage** button selected.
- Instruction: "Use webpage when there is no reference category that fits and the work has no parent or overarching publication (journal, blog) other than the website itself."
- URL** input: `https://www.history.com/topics/industrial-revolution/child-labor` (An orange arrow points to this field).
- Note** box: "Please verify and modify the information below, as web sites are not standardized. Date last modified, publisher and author might need to be entered manually." (An orange arrow points to this box).
- Author(s)** input: "History.com Editors" (An orange arrow points to this field).
- Last modified** date: "17 Apr. 2020" (An orange arrow points to the year "2020").
- Document Title** input: "Child Labor".
- Website** input: "HISTORY".
- Publisher/Sponsor** input: "A&E Television Networks, LLC" (An orange arrow points to this field). A blue box next to it says: "Look for the @ symbol at the bottom to see who is responsible for this site."
- Date accessed** date: "25 May 2020" (An orange arrow points to the year "2020").
- URL** input: `https://www.history.com/topics/industrial-revolution/child-labor` (An orange arrow points to this field).
- Add Annotation** button.

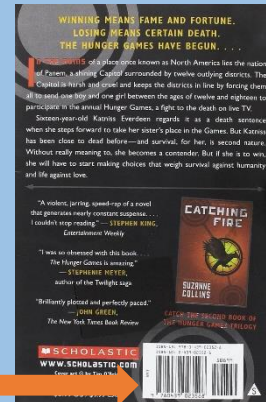
Make sure everything is correct and then click .

Books - Select **Book**. Put in the title or ISBN.

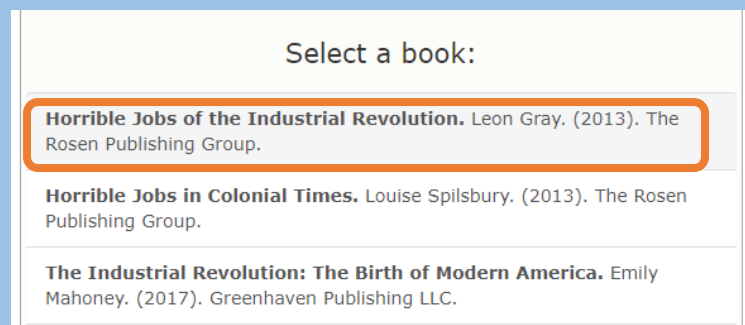


The screenshot shows a search interface with a purple book icon on the left. There are four tabs: 'Webpage', 'Book' (highlighted in green), 'Journal', and 'Other'. Below the tabs is a 'Manual' link. A search bar contains the text 'horrible jobs of the industrial revolution' and a magnifying glass icon on the right.

It's on the back of the book and looks like this.



It'll bring up a results list.
Choose the correct one

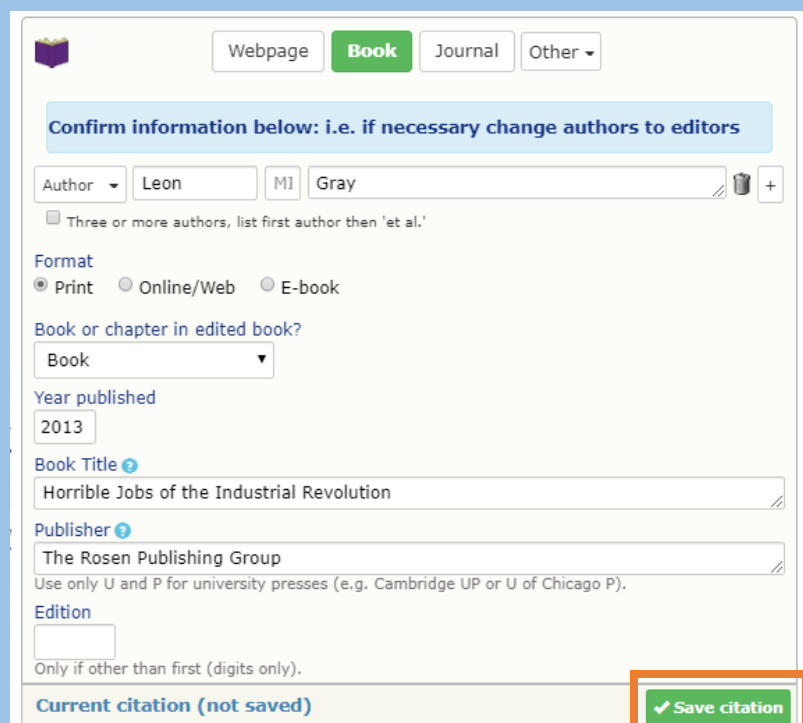


The screenshot shows a search results list titled 'Select a book:'. There are three results, each with a title, author, and year. The first result is 'Horrible Jobs of the Industrial Revolution. Leon Gray. (2013). The Rosen Publishing Group.' and is highlighted with an orange border. The second result is 'Horrible Jobs in Colonial Times. Louise Spilsbury. (2013). The Rosen Publishing Group.' The third result is 'The Industrial Revolution: The Birth of Modern America. Emily Mahoney. (2017). Greenhaven Publishing LLC.'

Check the info to make
sure everything is right.

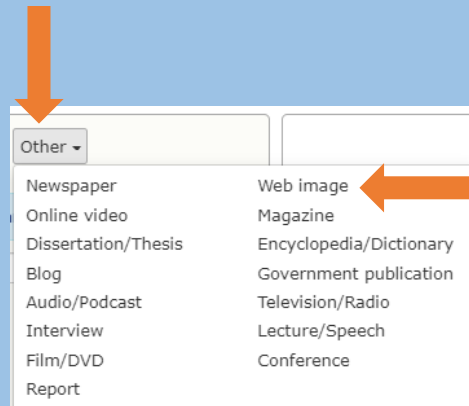
Then click

 Save citation



The screenshot shows a citation confirmation form. At the top, there are four tabs: 'Webpage', 'Book' (highlighted in green), 'Journal', and 'Other'. Below the tabs is a blue box with the text 'Confirm information below: i.e. if necessary change authors to editors'. The form contains several fields: 'Author' (Leon), 'MI' (M), 'Gray', 'Format' (Print selected), 'Book or chapter in edited book?' (Book selected), 'Year published' (2013), 'Book Title' (Horrible Jobs of the Industrial Revolution), 'Publisher' (The Rosen Publishing Group), and 'Edition' (empty). At the bottom, there is a 'Current citation (not saved)' section and a 'Save citation' button highlighted with an orange border.

Web Images – Hover the mouse over **Other** and select **Web image**



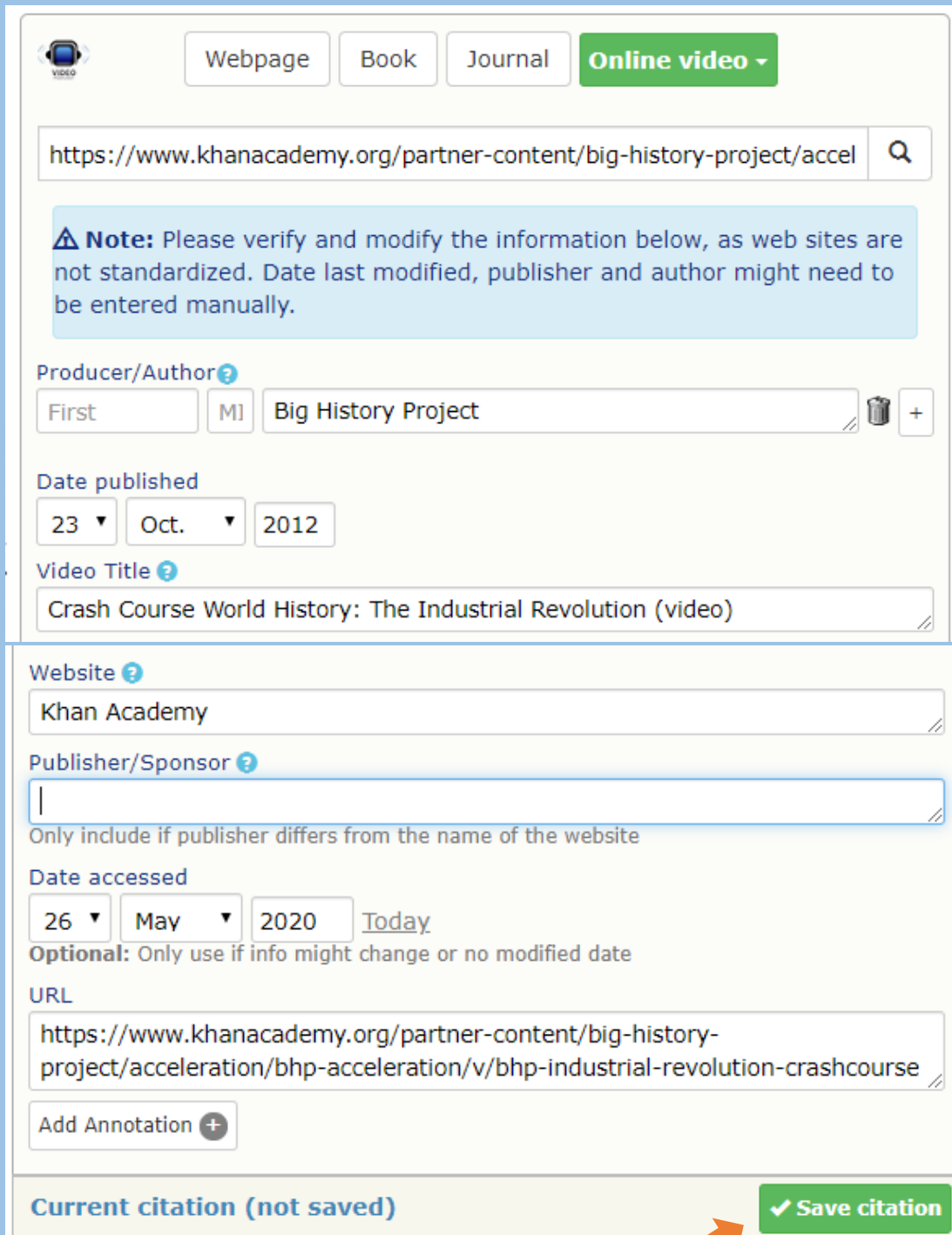
Make sure all the info is right. Then click on the **Save citation**

A screenshot of a citation form. The form contains the following fields:

- Title:** Child Labour: Factory Workers
- Website/Database:** Business Insider Australia
- Format:** Online Image (with a subtext: Photograph, Painting, Graph, Table or Map)
- Publisher:** Pedestrian Group (with a subtext: Only include if publisher differs from the name of the website)
- Date accessed:** 26 May 2020 (with a 'Today' link and a subtext: Optional: Only use if info might change or no modified date)
- URL:** https://www.businessinsider.com.au/industrial-revolution-child-labor-inequality-2011-11

The form is repeated twice. At the bottom, there is a green button labeled 'Save citation' and a text label 'Current citation (not saved)'.

Online Videos - Hover the mouse over **Other** and select **Online video**.



The screenshot shows a citation form with the following fields and options:

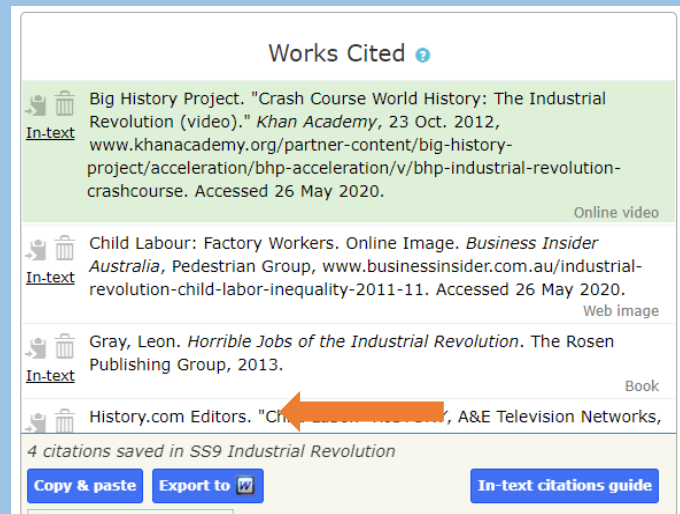
- Source Type:** Webpage, Book, Journal, **Online video** (selected).
- URL:** <https://www.khanacademy.org/partner-content/big-history-project/accel>
- Note:** Please verify and modify the information below, as web sites are not standardized. Date last modified, publisher and author might need to be entered manually.
- Producer/Author:** First, MI, Big History Project
- Date published:** 23, Oct., 2012
- Video Title:** Crash Course World History: The Industrial Revolution (video)
- Website:** Khan Academy
- Publisher/Sponsor:** (empty field)
- Date accessed:** 26, May, 2020, Today
- Optional:** Only use if info might change or no modified date
- URL:** <https://www.khanacademy.org/partner-content/big-history-project/acceleration/bhp-acceleration/v/bhp-industrial-revolution-crashcourse>
- Add Annotation:** (+)
- Current citation (not saved)**
- Save citation** (green button)

Make sure everything is right. Then click on **Save citation**.

Creating your Bibliography or Works Cited

When you are done with entering all the citations, go to the Works Cited area (right of the screen).

Click on **Export to** to save all the citations to a Word document.



Save the Word document. Check to make sure the format is correct.

- All the entries should be in alphabetical order by the first word.
- Ignore articles (**A, An The**). Use the next word instead.
- Insert any citations that you have copied from online databases/encyclopedias into the correct spot.
- When done, this is what your bibliography should look like.

