MSWORD – Cite As You Write
Objectives

• Differentiate between various types of references
• Use MSWORD bibliographic tool for citing sources in a selected style
“Cite As You Write” Using MSWord Reference Management Tool

Select The “References” tab in MSWORD program.

There are 4 very important features of this tab:

1. Manage Sources enables the user to create a single bibliography or list of references. One can even create a library of sources.
2. Style – a citation style of choice can be selected here such as APA, MLA, etc.
3. Insert Citation – this feature enables the user to cite a source at a particular point in a document.
4. Bibliography – allows one to insert the entire bibliography or list of references at the end of the document.
Here is an example of a document with references. The references below are cited within the document.

The fuzzy set was introduced by Lotfi Zadeh in 1965 and can be seen as an infinite-valued logic. Lotfi Zadeh is currently serving as a director of BISC (Berkeley Initiative in Soft Computing). Prior to 1965 Zadeh's work had been centered on system theory and decision analysis. (Smithson, 1987) Since then, his research interests have shifted to the theory of fuzzy sets and its applications to artificial intelligence, linguistics, logic, decision analysis, control theory, expert systems and neural networks (Zadeh, 1965). Currently, his research is focused on fuzzy logic, soft computing, computing with words, and the newly developed computational theory of perceptions and natural language.

References

Insert a citation – give credit!
How to create a citation? First select the source type and then fill in the recommended fields in asterisk.
NOTE: The references selected in the current list above will be the items in your most current bibliography.
Credits are given in the document and list of references is presented via the "bibliography" feature.

Cite As You Write in Word

Notes
Select references tab

Insert citation allows to create a citation in a given style. Your citations remain with the document.

Bibliography allows you to create a list all refs in given style – all at once

Document

Wall Street rose Friday as investors shook off a revenue warning from technology bellwether Intel and a downbeat economic assessment by Federal Reserve Chairman Ben Bernanke (Fairland, 1981) (Brown, 2006) to snap up bargains. (Hashem, Shams, Kader, & Sayed, 11-12 May 2010)

References


