

See discussions, stats, and author profiles for this publication at: <https://www.researchgate.net/publication/338047155>

Citation Tools and Reference Management Software for Academic Writing

Article in GIS-Business · December 2019

DOI: 10.26643/gis.v14i6.14788

CITATIONS

0

READS

48

3 authors, including:



C. Vijai

St.Peter's Institute of Higher Education and Research, Chennai, India

6 PUBLICATIONS 3 CITATIONS

SEE PROFILE

Some of the authors of this publication are also working on these related projects:



Article View project



Academic Lecturers vs Researches View project

Citation Tools and Reference Management Software for Academic Writing

Dr. C. Vijai¹, Dr. K. Natarajan², Mr. M. Elayaraja³
¹Assistant Professor, Department of Commerce,
St.Peter's Institute of Higher Education and Research
²Assistant Professor, Department of Commerce,
St.Peter's Institute of Higher Education and Research
³Ph.D Research Scholar (Part Time)
Assistant Professor, Department of Commerce,
St.Peter's Institute of Higher Education and Research

ABSTRACT

The correct citation of references is an honor to original ideas of previous authors and to avoid plagiarism. Currently, researchers can easily find, cite and store references using citation management software. This paper is discussed how to use popular citation management software (Zotero •Mendeley •EndNote •RefWorks •Citavi •PaperPile •JabRef •Papers •Docear) and reference tools in academic writing. The citation management software is very helpful for academic writing. Exactly what the name suggests: Reference management software used to manage the references in a document and information about a publication,book, journal article, video, etc. This study is based on the available sources from various university online libraries worldwide. This study very uses full for researchers, authors, reviewers, editors and the researcher community.

Keywords: Citation, Plagiarism, Citation Management software, Reference tools, Academic Writing. Research tools.

1. INTRODUCTION

Citations are provided in scholarly works, bibliographies, and indices referring to the past work in the same subject area. That sufficient for readers to identify the publication. Citation tools and referencing management software offers several advantages if you are using many sources, this is a great time-saver in long documents which may feature many sources. Citation tools and reference management software is accurately what the name suggests software used to manage the references in a document. Citation tools and Reference management software (RMS) will combine with Microsoft Word and Google Docs, etc. To enable you to include references from your database into your academic writing.

WHAT IS A CITATION AND CITATION STYLE?

A **citation** is a way of giving credit to individuals for their creative and intellectual works that you utilized to support your research. It can also be used to locate particular sources and combat plagiarism. Typically, a citation can include the author's name, date, and location of the publishing company, journal title, or DOI (Digital Object Identifier).

A **citation style** dictates the information necessary for a citation and how the information is ordered, as well as punctuation and other formatting.

DEFINITION

A citation is a reference to a published or unpublished source that you consulted and obtained information from while writing your research paper. The way in which you document your sources depends on the writing style manual your professor wants you to use for the class [e.g., APA, MLA, Chicago, Turabian, etc.]. Note that some disciplines have their own citation method [e.g., law].

DIGITAL OBJECT IDENTIFIER (DOI)

DOIs are designated and administered by the CrossRef organization, which is operated by the independent, nonprofit Publishers International Linking Association (PILA). Since their first implementation in 1999, DOIs have quickly become the backbone of CrossRef's mandate to provide a "digital switchboard" that links all scholarly information in electronic form. Implementing DOIs for your journals and other online publications is an effective and respected way to increase access and exposure. Digital Object Identifiers (DOIs) can be used to cite and link to electronic articles. A DOI is guaranteed to never change, so can be used as a persistent identifier to permanently link to an electronic article no matter where it is stored.

POPULAR CITATION STYLE

There are about 200 citation styles. Researcher can choose a different kind of styles for their different researches. Sometimes researcher need to follow the disciplines provided by academy for writing. Citation style includes:-

- **MLA Style Guide (Modern Language Association)** MLA is the primary citation style used in the Humanities
- **APA Style Guide (American Psychological Association)** APA is primarily used in the Social Sciences, Education and Engineering
- **Chicago Notes and Bibliography Style** Used widely in history and political science; features footnotes or endnotes accompanied by a bibliography
- **Chicago Author-Date Style** Uses parenthetical in-text citations accompanied by a works cited or references page
- **Citation Management Software** Guides for using Zotero, Mendeley, EndNote Basic and RefWorks to make saving and creating citations easy
- **Citation Management Appointment** Make an appointment to meet one-on-one with a librarian and learn how to use a citation manager
- **Turabian Style** - a variation of the Chicago style used in many disciplines in humanities, social sciences and natural sciences.
- Kate Turabian's *A Manual for Writers of Term Papers, Theses and Dissertations* 8th ed.
- **IEEE Style:** R. Langer, "New Methods of Drug Delivery," *Science*, vol. 249, pp. 1527-1533, SEP 28, 1990.
- **American Chemical Society (ACS) style:** Langer, R. *New Methods of Drug Delivery*. *Science* **1990**, 249, 1527-1533.

WHICH CITATION STYLE YOU NEED TO USE?

The citation style to use is determined by your professor, or if you are submitting a manuscript, by the journal or publisher. However, each discipline tends to use one or two styles.

Anthropology - use Chicago	Law & Legal Studies - use Bluebook, Maroonbook or ALWD
Art History - use Chicago or Turabian	Linguistics - use APA, MLA or LSA
Arts Management - use Chicago	Literature - use MLA
Biology - use CSE	Mathematics - use AMS
Business - use APA, Chicago or Harvard	Medicine - use AMA or NLM
Chemistry - use ACS	Music - use Turabian or Chicago
Communications - use MLA	Philosophy - use MLA or Chicago
Computing Science - use Chicago	Physics - use AIP
Criminology - use APA or Chicago	Political Science - APSA
Education - use APA	Psychology - use APA
History - use Chicago or Turabian	Religion - use MLA or Chicago
International Studies - use APA, APSA, or Chicago	Sociology - use ASA
Journalism - use AP or APA	Theater - use MLA or Chicago

Source: <https://subjectguides.library.american.edu/c.php?g=175008&p=1154150>

WHEN SHOULD I USE A CITATION?

A citation should be used when content that **did not originate with you** is used to support your writing.

CONTENT INCLUDES

- Words (quotations, phrases, sayings, etc.)
- thoughts or ideas (summarizations and paraphrases)
- Audio or visual material (photos, videos, screen captures, power point slides, social media content, audio recordings, etc.)

HERE ARE A FEW RESOURCES THAT WILL HELP GET YOU STARTED

- Quoting, paraphrasing, and summarizing sources
- Steps to integrating sources
- Effective quote integration

EXAMPLE PARAGRAPH WITH IN-TEXT CITATION

A few researchers in the linguistics field have developed training programs designed to improve native speakers' ability to understand accented speech (Derwing, Rossiter, & Munro, 2002; Thomas, 2004). Their training techniques are based on the research described above indicating that comprehension improves with exposure to non-native speech. Derwing et al. (2002) conducted their training with students preparing to be social workers, but note that other professionals who work with non-native speakers could benefit from a similar program.

REFERENCES

- Derwing, T. M., Rossiter, M. J., & Munro, M. J. (2002). Teaching native speakers to listen to foreign-accented speech. *Journal of Multilingual and Multicultural Development*, 23(4), 245-259.
- Thomas, H. K. (2004). Training strategies for improving listeners' comprehension of foreign-accented speech (Doctoral dissertation). University of Colorado, Boulder.

WORKS ACCESSED ON A WEBSITE

Books and other sources consulted online follow the same citation format as their printed counterparts, except that you must also include an access date and a web address. Many websites and databases have begun using a DOI, or Digital Object Identifier, to create a short, stable link to books and articles. If no DOI is available for a work published on a website, then use the site's URL (this can be copy-pasted from your browser's address bar). If you are citing a book you accessed through a database like JSTOR or ProQuest, cite the website's name instead of the URL (these URL's are often very long!) unless a DOI is provided.

CITING WEB PAGES IN TEXT

Cite web pages in text as you would any other source, using the author and date if known. **If the author is not known, use the title** and the date as the in-text citation (for long titles just use the first few words). Your in-text citation should lead your reader to the corresponding entry in the reference list. **For sources with no date use n.d.** (for no date) in place of the year: (Smith, n.d.). Below are examples of using in-text citation with web pages.

WEB PAGE WITH AUTHOR

IN-TEXT CITATION

Role-play can help children learn techniques for coping with bullying (Kraiser, 2011).

REFERENCE ENTRY

Kraizer, S. (2011). Preventing bullying. Retrieved from <http://safechild.org/categoryparents/preventing-bullying/>

WEB PAGE WITH NO AUTHOR

IN-TEXT CITATION

The term Nittany Lion was coined by Penn State football player Joe Mason in 1904 ("All things Nittany," 2006).

REFERENCE ENTRY

All things Nittany. (2006). Retrieved from <http://www.psu.edu/ur/about/nittanymascot.html>

WEB PAGE WITH NO DATE

IN-TEXT CITATION

Establishing regular routines, such as exercise, can help survivors of disasters recover from trauma (American Psychological Association [APA], n.d.).

REFERENCE ENTRY

American Psychological Association. (n.d.). Recovering emotionally from disaster. Retrieved from <http://www.apa.org/helpcenter/recovering-disasters.aspx>

SOCIAL MEDIA

For more information on citing social media such as Facebook and Twitter, see the APA Style blog post on How to Cite Social Media.

BLOG POST

McAdoo, T. (2014, February 4). How to cite a hashtag in #APA Style [Blog post]. Retrieved from <http://blog.apastyle.org/apastyle/social-media/>

YOUTUBE VIDEO

Clarkson, R.G. (2009, July 20). [RobertGClarkson]. Claustrophobia: 7 quick tactics to stop the panic [Video file]. Retrieved from <https://www.youtube.com/watch?v=0jOXXzwm-Ns>
Howcast. (2019, October 29). How to recognize claustrophobia symptoms [Video file]. Retrieved from <https://www.youtube.com/watch?v=6t5QL3ksAPA>.

THE IMPORTANCE OF REFERENCING

Good referencing includes attention to detail such as correct page numbering, the spelling of author's names and the accuracy of relevant facts that will be stated in the paper. Attention to referencing not only makes you a better researcher but enhances your reputation amongst editors, reviewers and readers.

DIFFERENCE BETWEEN CITATION AND REFERENCE

BASIS FOR COMPARISON	CITATION	REFERENCE
Meaning	Citation is a way of disclosing within the main body, that the quote, image, chart, statistics, etc. are taken from an outside source.	Reference is a list which contains all the sources which have been sought or cited while writing the article or assignment.
Use	It informs the readers, the basic source of information.	It informs the reader, the complete source of information.
Purpose	To indicate the source of the material taken.	To support or criticize an argument or point.
Placement	Presented in the bracket.	Presented as endnote or end of the document.
Information	It contains information like publication year and last name of the author.	It contains information like publication date, title of book/journal, author's name, page number.

Source: <https://keydifferences.com/difference-between-citation-and-reference.html>.

IMPORTANCE OF CITING YOUR SOURCES

Citations document for your readers where you obtained your material, a means of critiquing your study based on the sources you used, and an opportunity to obtain information about prior studies of the research problem under investigation. The act of citing sources is also your best defense against allegations of plagiarism. According to the ERAU Student Handbook (2017-2018), Students may not plagiarize as it is an act of academic dishonesty and is defined as taking the ideas, writings, and/or words of another and representing them as one's own. Two common forms of plagiarism involves the use of written or oral work of another person without giving proper acknowledgment and the use of the work of another person as one's own. Over-sharing, which is copying numerical solutions, code, or lab experiments outside of collaborative assignments, is also considered plagiarism (p. 25 - 26).

CITING YOUR SOURCES IS IMPORTANT FOR A VARIETY OF REASONS, INCLUDING

- It gives credit to the authors of the sources you used
- It provides your reader with more information about your sources
- It shows your credibility
- It prevents plagiarism!

The easiest way to prevent plagiarism is by correctly noting your sources during research and citing your sources in your writing and presentations.

WHAT IS CITATION MANAGEMENT?

Citing your papers is an important part of the research process.

- **Why cite?:** Learn about plagiarism, and why it's important to cite other people's work.
- **How not to plagiarize:** Discover what you need to cite, and how to cite it properly.
- However, citing your papers can also become one of the more frustrating and time-consuming parts of the research process. Citation management software **can help you save time** by allowing you to:
 - Collect citations from online databases and library catalogues
 - Organize, edit, and search through the citations you've saved
 - Insert in-text citations, footnotes, and bibliographies into your Word document
 - Create bibliographies in well-known styles like APA, Vancouver, and even specific journal styles like Nature
 - Share your citations and collaborate with colleagues on projects

CITATION TOOLS AND CITATION MANAGEMENT SOFTWARE

Citing is an important part of the research process; however, it can be frustrating and time consuming. There are various tools that you can use to help you to manage your research and cite properly. A citation manager helps you keep track of articles and books as you find them, tag and annotate them, and easily create citations and bibliographies in Microsoft Word. Using any citation manager will be more efficient for most scholars than not using one at all. Each manager has its own plug-in for Microsoft Word and some also have browser plug-ins for easy capture of web links. Each manager also has built-in connections to Google Scholar and common library reference databases. Each manager has options for group-based collaborative research.

REFWORKS

RefWorks is a web-based bibliography and database manager that allows you to create your own personal database by importing references from text files, online databases and other sources.

MENDELEY

Mendeley is a free reference manager and academic social network that can help you organize your research, collaborate with others online, and discover the latest research: Allows you to quickly and easily insert styled citations to reference materials from your Mendeley Library. Automatically generates a bibliography for your paper using all the materials you've cited. Pick from a huge and growing library of citation styles and easily restyle all citations in a paper with a few clicks.

ENDNOTE

EndNote is a reference and full-text organizer that allows you to create bibliographies and format documents in a large number of output styles. EndNote online, formerly EndNote Web, is the online counterpart to our popular desktop reference management and bibliography creation software.

ZOTERO

Is a free, open-source, easy-to-use citation management tool to help you collect, organize, and cite your research sources. It lives right where you do your work in the web browser itself. Zotero allows you to attach PDFs, notes and images to your citations, organize them into collections for different projects, and create bibliographies.

CITAVI

Citavi is a program for reference management and knowledge organization for Microsoft Windows published by Swiss Academic Software in Wädenswil, Switzerland. Citavi's core features are reference management, knowledge organization, and task planning. Citavi's integrated quick help in context is backed up by online help tools including an online manual, an email tutorial, videos, an actively managed user forum and, for users with a license, personal support

PAPERPILE

Paperpile is a web-based commercial reference management software, with special emphasis on integration with Google Docs and Google Scholar. Paperpile imports data from academic publisher websites and from databases such as PubMed, Google Scholar, Google Books, and arXiv. Paperpile can retrieve and store publication PDF files to the user's Google Drive account. It formats citations and bibliographies in Google Docs,

JABREF

JabRef is a graphical application for managing bibliographical databases. JabRef is designed specifically for BibTeX bases, but can import and export many other bibliographic formats. JabRef runs on all platforms and requires Java 1.8 or newer. This software has many other features and is probably the best free bibliography reference manager.

PAPERS

Papers is a reference management software for Mac OS X and Windows, used to manage bibliographies and references when writing essays and articles. It is primarily used to organize references and maintain a library of PDF documents and also provides a uniform interface for document repository searches, metadata editing, full screen reading and a variety of ways to import and export documents.

DOCEAR

Docear is an open source mind mapping, reference, and citation management software for those who want a visual way to keep their research organized. It is available for Windows, Mac, and Linux computers. Docear provides plenty of support and useful instructions through their official user manual.

COLLABORATIVE WRITING TOOLS

APP	BEST FOR	OS	PRICING
Google Docs	Quickly and easily sharing documents with other Google Apps users	Web, Android, iOS	Free
Microsoft Word Online	Compatibility with other Microsoft Office files and quick document formatting	Web, Android, iOS	Free
Dropbox Paper	Clean, clutter-free writing and rich media support	Web	Free
Etherpad	Detailed revisions and developer-focused writing tools	Web	Free

GRAMMAR CHECKERS AND SENTENCE CORRECTION TOOLS

When you are writing your paper or essay, it is very important to ensure that your document does not contain typos, grammatical errors, and bad sentence structure. Your work will be badly judged if English is bad despite the good content. For non-native English speakers, it presents a particular challenge because of the difficulties in mastering English, vocabulary, grammar, and usage. A brief review of grammar checking software, grammar correction apps, online grammar checking sites, punctuation checker, sentence structure and construction checkers are given in this blog.

- MS Word Spelling & Grammar checker
- Grammarly
- ProWritingAid
- CorrectEnglish
- StyleWriter
- WhiteSmoke
- Ginger Software
- Online Grammar checking sites

DEFINING PLAGIARISM

The Shorter Oxford English Dictionary defines plagiarism as the taking and using as one's own. the thoughts, writings, or inventions of another. In an academic context, plagiarism implies a deliberate act on the part of the writer or researcher to use the work, ideas or expressions of others as if they were his or her own.

AVOIDING PLAGIARISM

Plagiarism occurs when you borrow another's words (or ideas) and do not acknowledge that you have done so. In this culture, we consider our words and ideas intellectual property; like a car or any other possession, we believe our words belong to us and cannot be used without our permission. Citing is one of the most effective ways to avoid plagiarism. Follow the document formatting guidelines (i.e. APA, MLA, Chicago, etc.) used by your educational institution or the institution that issued the research request. This usually entails the addition of the author(s) and the date of the publication or similar information. Citing is really that simple. Not citing properly can constitute plagiarism

2. CONCLUSION

Academic writing management software is the second language of the research community. The citation management software contributed to have made the teaching and learning of writing more important than ever before. The citation management software behalf of citation of giving information about a publication, book, journal article, video, etc.citation management software functions to support importing, exporting, capturing reference, database search, Updating knowledge about newer modalities to manage references has become a necessary requirement for technical writing. Since the citation management software is now becoming more popular and is simple to academic writing. However, thoughtful use of these citation tools and reference management software development of all research community.

3. REFERENCE

- [1] "Citation Styles: APA, MLA, Chicago" <https://pitt.libguides.com/citationhelp>.
- [2] "Citing Sources - Sacred Heart University Library." <https://library.sacredheart.edu/c.php?g=29803&p=185939>.
- [3] "Digital Object Identifiers - bepress." https://www.bepress.com/reference_guide_dc/digital-object-identifiers/.
- [4] "Citing and Using a Digital Object Identifier (DOI) | Atlantis Press." <https://www.atlantispress.com/using-dois>.
- [5] "Citation Management Software - Citation Styles & Tools." <https://guides.lib.uw.edu/research/citation-tools>.
- [6] "Citation Style Guide - Subject Guides - American University." <https://subjectguides.library.american.edu/citation>.
- [7] "Overview - Citing sources - LibGuides at" 2 Aug. 2018, <https://libguides.mit.edu/citing>.
- [8] "Citation Management Software - Citation Styles & Tools" 30 Apr. 2019, <https://guides.lib.uw.edu/research/citation-tools>.
- [9] "APA Quick Citation Guide - Library Guides ..." <https://guides.libraries.psu.edu/apaquickguide/intext>.
- [10] "History Citation Guide." <http://explorehistory.ou.edu/wp-content/uploads/2013/07/CitationGuide2014.pdf>.
- [11] "APA Quick Citation Guide - Library Guides" <https://guides.libraries.psu.edu/apaquickguide/intext>.
- [12] "APA Quick Citation Guide - Library Guides - Penn State." <https://guides.libraries.psu.edu/apaquickguide/webpages>.
- [13] "The Importance of Referencing - NCBI." 9 Feb. 2018, <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5953266/>.
- [14] "Citing Sources - Research Guides - University of Southern" <https://libguides.usc.edu/writingguide/citingsources>.
- [15] "Why is citing sources important? - Research Guides - Embry..." <https://guides.erau.edu/citestyle/importance>.
- [16] "Why is citing sources important? - Research Guides - Embry...." <https://guides.erau.edu/citestyle/importance>.

- [17] "Comparison table - Citation management - Research guides" 23 Jan. 2019, <https://guides.library.utoronto.ca/c.php?g=250610&p=1671260>.
- [18] "Citation Styles - Ryerson Library's Research Guides - Ryerson University." <https://learn.library.ryerson.ca/history/citation.> .
- [19] "Overview - Citation Management Tools - Guides at Penn" 11 Jul. 2019, <https://guides.library.upenn.edu/citationmgmt>.
- [20] "RefWorks - Penn Libraries: Guides - University of Pennsylvania." 11 Jul. 2019, <https://guides.library.upenn.edu/citationmgmt/refworks>.
- [21] "Mendeley - Elsevier." <https://www.elsevier.com/solutions/mendeley>.
- [22] "Using the Citation Plugin | Mendeley." <https://www.mendeley.com/guides/using-citation-editor>.
- [23] "EndNote - Penn Libraries: Guides - University of Pennsylvania." 11 Jul. 2019, <https://guides.library.upenn.edu/citationmgmt/endnote>.
- [24] "EndNote Online Quick Reference Guide." <https://endnote.com/wp-content/uploads/m/pdf/en-online-qrc.pdf>.
- [25] "Zotero - Citation Management Tools - Guides at Penn Libraries." 11 Jul. 2019, <https://guides.library.upenn.edu/citationmgmt/zotero>.
- [26] "Citavi - Wikipedia." <https://en.wikipedia.org/wiki/Citavi>. .
- [27] "Support - Citavi." <https://www.citavi.com/en/support/overview>.
- [28] "Paperpile - Wikipedia." <https://en.wikipedia.org/wiki/Paperpile>.
- [29] "Google Docs - WikiVisually." 19 Aug. 2009, https://wikivisually.com/wiki/Google_Docs.
- [30] "JabRef download | SourceForge.net." <https://sourceforge.net/projects/jabref/>.
- [31] "Download JabRef latest release - FossHub." <https://www.fosshub.com/JabRef.html>.
- [32] "Talk:Comparison of reference management software - Wikiwand." https://www.wikiwand.com/en/Talk:Comparison_of_reference_management_software.
- [33] "Papers (software) - Wikipedia." [https://en.wikipedia.org/wiki/Papers_\(software\)](https://en.wikipedia.org/wiki/Papers_(software)).
- [34] "Review: Docear | Commons Knowledge - University of Illinois" 31 Aug. 2017, <https://publish.illinois.edu/commonsknowledge/2017/08/31/review-docear/>.
- [35] "The Best Software for Collaborative Writing - Inklyo.com." 14 Jul. 2016, <https://www.inklyo.com/software-for-collaborative-writing/>.
- [36] "Top Research Tools and Software for ... - Ref-N-Write." 26 Jan. 2018, <https://www.ref-n-write.com/trial/top-research-tools-and-software-for-academics-and-research-students/>.
- [37] "Avoiding plagiarism — University of Leicester." <https://www2.le.ac.uk/offices/ld/resources/study/avoiding-plagiarism>.
- [38] "Overview - Citing sources - LibGuides at" 2 Aug. 2018, <https://libguides.mit.edu/citing>.
- [39] "Ways to Avoid Plagiarism — Plagiarism Checker | WriteCheck" <http://en.writecheck.com/ways-to-avoid-plagiarism>.