



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

RESEARCH SUPPORT

1. **Citation and citation style**
2. **Referencing**
3. **Understanding Plagiarism**
4. **Literature Review**

1. 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).

Citations consist of standard elements, and contain all the information necessary to identify and track down publications.

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

Choice of a citation style

There are many different ways of citing resources from your research. The citation style sometimes depends on the academic discipline involved. For example:

- APA (American Psychological Association) is used by Education, Psychology, and Sciences. (Style guide is available in the library in Print form)
- MLA (Modern Language Association) style is used by the Humanities
- Chicago/Turabian style is generally used by Business, History, and the Fine Arts

2. Referencing

Referencing is a crucial part of successful academic writing and is key to your assignments and research, and we know it's one that can be confusing at times. That's why the Library has put together a collection of resources to help you acknowledge your sources properly.

Referencing is the process of citing or documenting the sources of quotes, theories, ideas, illustrations and diagrams that you have used in writing your university assignments. When we acknowledge sources in this way, we give credit to another person's words, ideas or opinions in the form of a note and/or bibliographic reference or citation.

There are a number of reasons why you need to reference your work:

- To show that relevant sources have been investigated
- To enable the person reading our work to trace the original sources we have used
- To provide documentary support for an argument
- To give differing points of view of an argument
- To indicate that we have not used someone else's ideas and claimed them as our own

Referencing your work adequately will ensure that you are not accused of plagiarism. You must acknowledge (reference or cite) any work, or part of any work, that you quote, paraphrase, summarize or copy

Referencing Tools/ Software and Citation Styles

Referencing software will help you to save time as it allows you to:

- enter or import citations from your favorite databases and websites.
- easily create, build and organize bibliography in any citation style
- format citations for papers.
- take notes on articles and save them in your collection of citations.
- save and organize PDFs, screenshots, graphs, images, and other files for your research.
- manage, edit and format your references (citations)

Referencing can be daunting at the best of times, but fortunately there are tools to make it easier. The Library has provided best reference software.

1. EndNote - The Library offers an academic license, support and training for EndNote

The University has a perpetual access of this reference manager tool that can help you to organize your research and discover the latest research.

It enables users to search online bibliographic databases, organize references and create and format instant bibliographies. It also contains an integration interface with Microsoft Word, as well as a traveling reference library that follows the document for easy collaboration with others.

[End Note Tutorial PDF](#)

[EndNote Tutorial Video link](#)

2. Zotero –

Zotero [zoh-TAIR-oh] is a free, easy-to-use Firefox extension to help you collect, manage, cite, and share your research sources. It lives right where you do your work—in the web browser itself.

[Zotero Tutorial](#)

3. Mendeley –

Mendeley is a free reference manager and academic social network that can help you to organize your research, collaborate with others online and discover the latest research:

- Automatically generate bibliographies
- Collaborate easily with other researchers online
- Easily import papers from other research software
- Find relevant papers based on what you are reading
- Access your papers from anywhere online
- Read papers on the go, with our iOS and Android apps

[Mendeley Tutorial](#)

3. Understanding Plagiarism

The University expects students to understand their responsibility for academic honesty and to develop the knowledge and skills to avoid plagiarism.

There is a lot of talk about plagiarism and how to avoid it . It has often been identified as a complex issue, especially now, in the age of the internet. It can be deliberate or unintentional, and universities have been tightening up their policies to assist them in 'detecting, deterring and dealing with' its occurrence.

Turnitin

Turnitin is a software that is used for checking and marking student assignments. Some courses allow you to hand in your assignments via Turnitin and for the markers to give feedback on them via Turnitin. Turnitin will also give you an "originality report" where it will tell you about how similar your writing is to other texts that can be found online and in other student assignments.

To find out more about the importance of this kind of software and how staff and students can use it, check out the videos below.

[Turnitin Instructor User Manuals/Tutorial](#)

4. Literature Review

A literature review is usually written as part of a postgraduate thesis proposal or at the beginning of a dissertation or thesis. A literature review gives an overview of the area of study: what has already been said on the topic; who the key writers are; what the prevailing theories and hypotheses are; what questions are being asked; and what methodologies are appropriate and useful. In a literature review, you demonstrate that you have read and understood previous and current research in the area.

1. Format for a literature review

A literature review follows an essay format (**Introduction, Body, Conclusion**), but it the literature itself is the topic of the essay i.e. your essay will need to consider the literature in terms of the key topics/themes you are examining.

Example -

Introduction

Topic sentence that states the broad topic of your thesis

Following sentence/s that state what is included/excluded (parameters)

Final sentence/s that signals list of key topics that will be used to discuss the selected sources

Body

Divide your up your text into sections/topics as indicated in the last sentence of your introduction. Each paragraph will be a synthesis of the many texts that you have chosen for your literature review.

Conclusion

NOTE: literature review is not an bibliography

2. Steps for writing a literature review

1. Do a literature search

Find out what has been written about your topic. A good starting point is the list of references or bibliography of a recent article or book on the topic. Then use other bibliographical sources including abstracts, electronic data bases and the Internet. If you decide that a text is relevant, write down the bibliographical details in full—as the item would appear in your list of references or bibliography. If you use systems cards and write one item at the top of each card,

you will save time later on. Personal bibliographic software such as EndNote, Mendeley etc are extremely useful tool for tracking reading, organizing references and automatically generating reference lists.

2. Find the literature

First check whether the material is held at SIU. If it is not, your supervisor might be able to assist with some of the material, you may be able to spend some time working in a library which has more comprehensive holdings, or you might be able to use inter-library loans or Document Delivery Services.

3. Read the literature

Record the author and the title (you already have the other bibliographical information) and take notes. Your aim is to determine how the topic is approached and what is said about it. As you make notes, ask yourself the following questions about each text.

- What sort of text is it?
- What is the methodology?
- Is a particular approach or school followed?
- What are the definitions used?
- What is the theoretical basis?
- What evidence is used to back up the thesis?
- What are the conclusions?

4. Write short summaries

For each relevant text, try to write a one paragraph summary similar to an abstract.

5. Organize the summaries

Try to identify similarities and group the summaries accordingly. The headings under which the summaries are grouped will vary, depending on the topic and the subject.

6. Write each section

Each section of your literature review should deal with a specific aspect of the literature.

7. Decide on the order of presentation

In most cases, this would be from most important to least important, or from established to more controversial theories.

8. Write the conclusion

The conclusion should include a summary of major agreements and disagreements in the literature and a summary of the general conclusions drawn. If the literature review is part of a dissertation or thesis, you should also indicate your own area of research. This might involve identifying a gap in the previous research, identifying problems with the previous research or proposing to extend previous knowledge.

9. Write the introduction

The introduction should include a clear statement of the topic and its parameters. You should indicate why the research area is important, interesting, problematic or relevant in some way.

10. Proofread and edit carefully

The literature review is an important part of a dissertation or thesis. It should be thorough and accurate.