

5.9: Citations

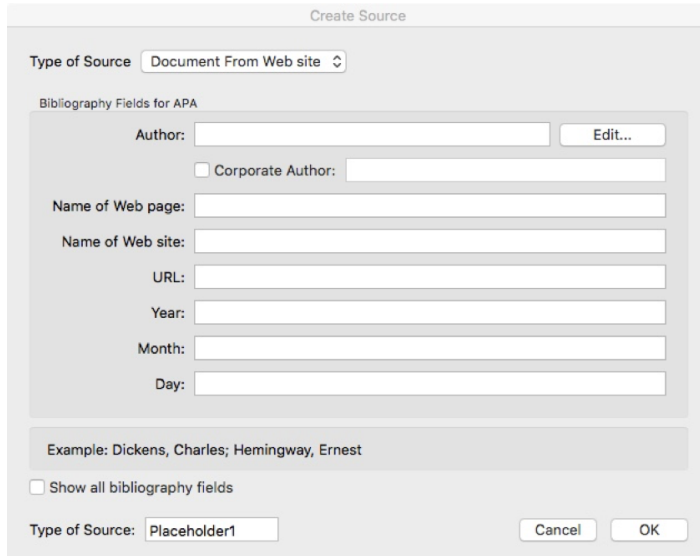
Learning Outcomes

- Insert citations

To enter in-text citations, Word provides a dialog box to capture the pertinent information.

1. Click **References**.
2. Click **Insert Citation**.
3. Click **Add New Source** in drop down.
4. Type necessary information into the fields provided.

After filling in the dialog box, click **OK** and Word automatically places the citation at the insertion point.



Practice Question

<https://assessments.lumenlearning.co...essments/18614>

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