



INFORMATION LITERACY SESSION SY 2026-2027

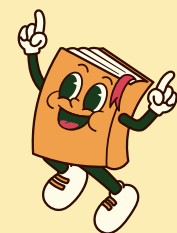
JAMES J. O'BRIEN S.J. LIBRARY—

<https://adnulib.adnu.edu.ph/>

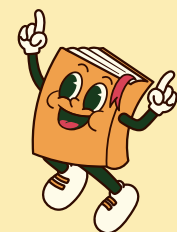
ATTENDANCE FORM



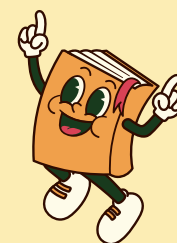
<https://tinyurl.com/IL-Attendance-26-27>



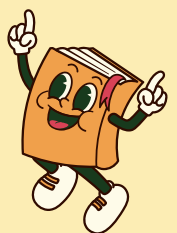
ABOUT ADNU LIBRARY



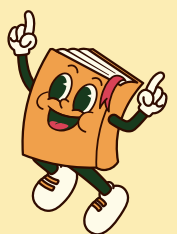
SECTIONS & COLLECTIONS



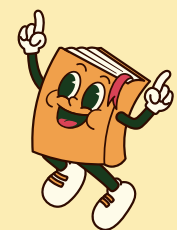
FACILITIES



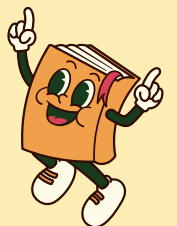
SERVICES



GENERAL POLICIES &
GUIDELINES



ONLINE RESOURCES



LIBRARY PERSONNEL



ABOUT ADNU LIBRARY

- ✦ James O'Brien, SJ. Library, the information resource center of Ateneo de Naga University
- ✦ Fr. James J. O'Brien, SJ, a Jesuit priest
- ✦ More than 106K Print and Non-Print Collection
- ✦ 600 Seating Capacity
- ✦ Alumni and outside researchers are also welcome.

LIBRARY SECTIONS & COLLECTIONS

(1ST FLOOR)

GRADUATE SCHOOL SECTION



Houses all the research and studies of all the Ateneo students and faculty. And reference materials for Graduate School.

PERIODICALS SECTION



Contains information sources found in different kinds of academic journals, and magazines.

KNOWLEDGE FOR DEVELOPMENT COMMUNITY (KDC)



Houses books about social issues, gender equality, development studies, and World Bank publications.

LIBRARY SECTIONS

(1ST FLOOR)

READING AREA/LEARNING COMMONS



A comfortable and collaborative space where students can read, study, conduct research, and work on individual or group activities in a quiet and supportive learning environment.

DISCUSSION ROOM



A collaborative space for group study, meetings, brainstorming, and project work, featuring comfortable seating and a shared table to support productive discussions and teamwork.

LIBRARY SECTIONS & COLLECTIONS

(2ND FLOOR)

PART OF CIRCULATION SECTION



Part of the Circulation materials with LC classification from Q-Z can be found in this area.

MULTIMEDIA COLLECTION



Includes CD-ROMS (movies and documentaries), newspapers in CD-ROM format, slides, etc.

LIBRARY SECTIONS & COLLECTIONS

(2ND FLOOR)

RESERVE SECTION



Holds highly requested books, faculty-identified textbooks, and reference materials.

FILIPINIANA SECTION



A collection of books by Filipino/foreign authors written in the Philippines and about the Philippines

REFERENCE SECTION



Contains general and subject sources like encyclopedias, dictionaries, etc. providing factual information

OFFICES & OTHERS

(2ND FLOOR)



**OFFICE OF THE UNIVERSITY
LIBRARIAN**



DISPLAY AREA



TECHNICAL SERVICES

LIBRARY SECTIONS & COLLECTIONS

(3RD FLOOR)

CIRCULATION SECTION (B-P)



Circulation materials with LC classification from B-P are available in this area.

BOARD GAMES



Students can enjoy board games that provide both entertainment and educational value, making the library a place for both learning and recreation.

LIBRARY SECTIONS & COLLECTIONS

O'BIKOLIANA



Repository of various Bikol print and non-print materials. Its main goal is to acquire and preserve these materials.

(3RD FLOOR) SPECIAL COLLECTIONS



Mainly contain Dr. Manuel Abella's collections, Fr. Raul J. Bonoan, S.J.'s collections, Raul Roco's collections, and other rare Philippine materials.

UNIVERSITY ARCHIVES

Contain the university's institutional, historical, administrative, and academic records. It includes faculty and student publications, rare manuscripts, photographs, and other memorabilia that reflect the unique character of the university. Access to these materials requires permission from the University Librarian.



LIBRARY FACILITIES

POWER HUB AREA



Provided on the second floor for users who need to recharge their personal devices during study sessions.

VIEWING ROOM

Can accommodate 20 students for viewing Multimedia Collections and conducting thesis defense sessions.

STUDY CUBICLES



Offers a quiet and private space where individuals can concentrate on their studies without distractions.

2 CONSULTATION ROOMS



A small room for one-on-one thesis consultation, audio recording, and online paper presentations. It can accommodate 2 - 4 persons.

LIBRARY FACILITIES

MULTIPURPOSE HALL



A venue for training, seminars, and university activities. It can accommodate 80 - 100 participants.

ELECTRONIC RESOURCE CENTER (ERC)



Offers students computer and printing services. Students are allowed to use the ERC for a maximum of 2 hours per day.

CONFERENCE ROOM



Available for hybrid meetings, webinar hosting, and video conferencing.

LIBRARY FACILITIES



An instructional model that combines in-person and online participation.

HyFlex(Hybrid-Flexible) Learning Classroom



LIBRARY SERVICES

PRINTING AND PHOTOCOPYING SERVICES



Available at the Electronic Resources Center (ERC).

E-CLEARANCE

Facilitates email clearance requests for graduating college students and Graduate School students seeking academic credentials from the College Registrar's Office (CRO).

WEB OPAC

Web Online Public Access Catalog (Web OPAC) is available for easy access and retrieval of information and is accessible on and off campus. All floors of the library have designated computers for this.

DOCUMENT DELIVERY/RESOURCE REQUEST ONLINE

This service is provided to users to assist them in obtaining information from printed book chapters, journals, e-resources, and other materials available in the library.



LIBRARY SERVICES

ASK JAMES

Virtual/Online Assistance (ASK James) provides online reference assistance using library resources and services.

LIBRARY HOURS

Regular semester:

Monday to Friday: 7:30 a.m. to 7:30 p.m.

Saturday: 8:00 am to 6:00 p.m.

Intersession classes:

Monday to Friday: 8:00 a.m. to 6:00 p.m.

Saturday 8:00 am to 5:00 pm

Extended service hours (Midterm and Finals):

Sunday 10:00am to 2:00 pm

REFERENCE SERVICE

Handles user reference inquiries and instructions effectively and efficiently using library materials such as the OPAC, computer index, CD-ROMs, and other bibliographic tools. It answers specific questions that don't need extensive study.

ORIENTATION AND INFORMATION LITERACY

Provides training /hands-on sessions, either online or face-to-face, on using library resources and services.



LIBRARY SERVICES

BORROWING OF BOOKS AND OTHER LIBRARY MATERIALS

Currently enrolled students are entitled to full borrowing privileges for a maximum of **5 books**, a combination of Filipiniana, Reserve, and Circulation materials.

FILIPINIANA, RESERVE, AND BIKOLIANA BOOKS

Can be borrowed for two (2) hours and overnight use from 6:00 p.m. and must be returned on or before 8:00 a.m. the following day.

CIRCULATION BOOKS, INCLUDING BEST SELLER, INSPIRATIONAL, AND FICTION

Can be borrowed for seven (7) days. Fiction Books for 14 days

Borrowed books must be returned at the charging desk on or before their due date.



GENERAL POLICIES AND GUIDELINES

AUTHORIZED USERS

All currently enrolled students, and active faculty and staff of ADNU are entitled to access library resources and services.. Students must activate their library accounts **every semester** to avail of this privilege.

OVERDUE FINES AND PENALTIES

A regular fine of **P2.00 per day** for Circulation materials and **P5.00 per hour** for Filipiniana and Reserve books (except Sundays and Holidays) is charged for each overdue book. Borrowing privileges are automatically suspended for those with overdue or unsettled accounts.

RECALL NOTICE

All overdue books are subject to being recalled, especially if they are highly requested. Failure to comply may result in the revocation of borrowing privileges. A general recall notice is sent out one week before the end of every semester.

LOST /MUTILATED/DAMAGED BOOKS AND OTHER MATERIALS

Borrowers with lost/mutilated/damaged library books and other materials shall be required to replace the materials within two (2) weeks.



BEHAVIOR GUIDELINES

The library has established a set of behavior guidelines to promote a conducive learning environment while protecting the users, staff, materials, and equipment from any harm/damage.

MINOR OFFENSES

Minor offenses merit a warning, fines, and suspension of library privileges.

OVERCROWDING



BRINGING FOOD AND BEVERAGE



NON-ACADEMIC ACTIVITIES



PLAYING CARDS

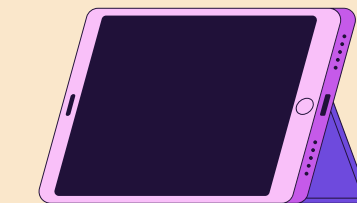


LOITERING



PDA

UNREASONABLE NOISE



LEAVING PERSONAL ITEMS UNATTENDED





BEHAVIOR GUIDELINES

The library has established a set of behavior guidelines to promote a conducive learning environment while protecting the users, staff, materials, and equipment from any harm/damage.

MAJOR OFFENSES

Major offenses merit immediate disciplinary action.



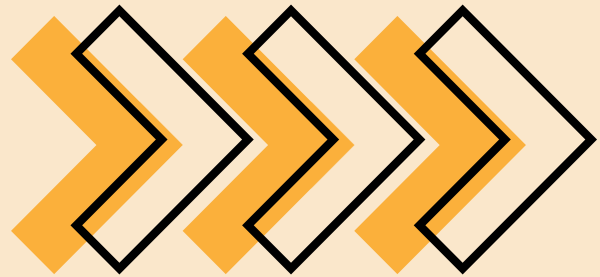
**DEFACING AND
VANDALIZING**



THEFT



**OTHER DESTRUCTIVE
BEHAVIOR**



ONLINE RESOURCES

<https://adnulib.adnu.edu.ph/>



URL: <https://adnulib.adnu.edu.ph/>



JAMES J. O'BRIEN, S.J. LIBRARY
ATENEO DE NAGA UNIVERSITY

[HOME](#)

[ONLINE RESOURCES](#)

[ABOUT US](#)

[LIBRARIES](#)

[CONTACT US](#)

ONE SEARCH

Search articles, books, journals & more

SEARCH



Catalog



Turnitin



e-Clearance



Online
Services

ONLINE RESOURCES

EBOOK SELECTION TOOL

ONLINE RESERVATION

GUIDE TOOLS

RESOURCES ON COVID-19

DATABASES

BY PROGRAM

BASIC EDUCATION

LIBRARY NETWORK

In addition to the online catalog, the Library offers subject guides as well as in-person help. Our list of databases and journal finder tools can also help you find specific articles, datasets, and more.

[AccessScience](#)

[AccessEngineering](#)

[ACM Digital Library](#) - New

[ADNU Bikolnon](#)

[ADNU Gibón Journal](#)

[ADNU Collection of Thesis & Dissertation](#)

[ADNU HERDIN](#)

[ADMU - Journals Online](#)

[Bloomsbury Architecture Library](#)

[Britannica Academic Edition](#)

[Britannica School Edition](#)

[CCP Encyclopedia of Philippine Art](#) - Register Here

[CD Asia Classic](#) - New

[eSCRA](#)

[GVRL eBooks](#)

[JSTOR](#) - New

[National Geographic](#)

[Open Access Digital Theological Library](#) - (Open Access)

[Perlego](#) - Register Here

[Philippine eBook Hub](#)

[Philippine E-Journals](#)

[Philippine e-Lib](#)

[PressReader](#) | [Instruction to Register](#)

[ScienceDirect](#)

[ScienceGate](#) - (Open Access)

[Scopus](#)

X



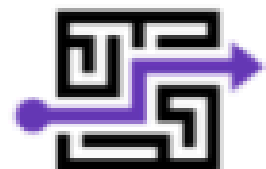
We're online! ASK JAMES!



ScienceDirect



CDAsiaClassic



ScienceGate



Open Access
Digital Theological Library

BLOOMSBURY
VISUAL
ARTS



<https://adnulib.adnu.edu.ph>

ACCESS ADNU LIBRARY ONLINE RESOURCES

Anytime. Anywhere

Powered by **OpenAthens**



RESEARCH
SMARTER.



STUDY
ANYWHERE.



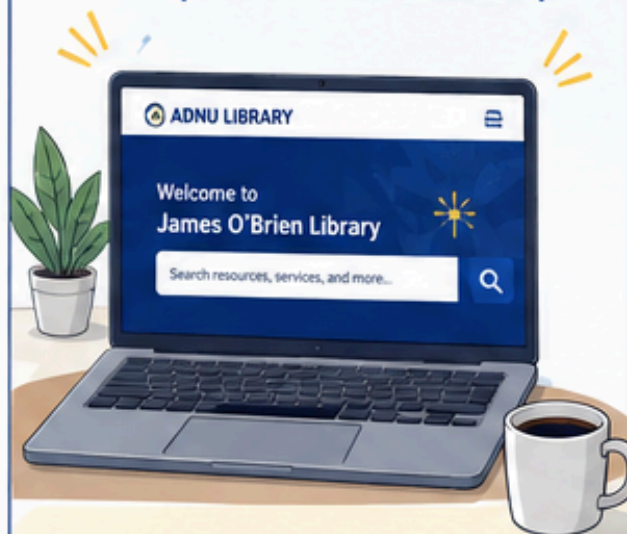
SUCCEED
TOGETHER.

24/7 ACCESS
On and Off Campus



1 START AT THE PORTAL

Visit the library website
<https://adnulib.adnu.edu.ph>



The journey begins at the official James O'Brien Library website, your central hub for all digital academic resources.

2 SELECT YOUR RESOURCE

Choose your database or research tool.



Explore a wide range of trusted databases and tools tailored to your academic needs.

3 LOG IN WITH ADNU GBOX

One-click authentication using your ADNU GBox account.



OpenAthens

Sign in with your organization
ADNU GBox Account

username@adnu.edu.ph

.....

Sign in

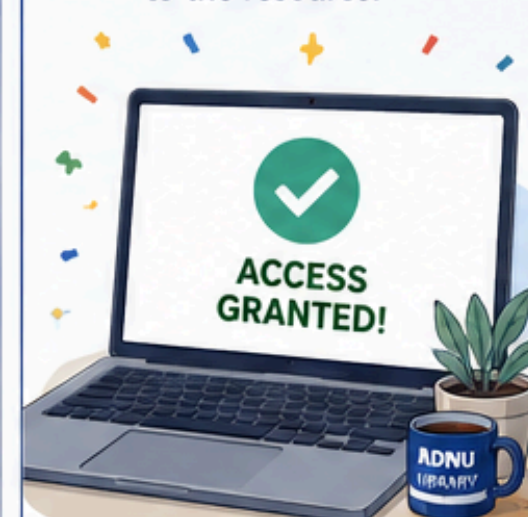


Secure. Private.
Your data is
always protected.

Use your official ADNU GBox account to securely access subscribed resources through OpenAthens.

4 YOU'RE IN!

Once authenticated, you'll have full access to the resource.



Search, read, and explore thousands of scholarly articles, eBooks, and research tools.

5 UNLOCK FULL ACCESS

Access full-text PDFs, eBooks, and research data.



Access to full-text content depends on the library's subscription. Please ensure the e-journal, eBook, or article is available in PDF full-text format.

24/7 ACCESS—ON AND OFF CAMPUS



Whether you're on campus or studying remotely, OpenAthens gives you secure, uninterrupted access to the library's subscribed online resources—anytime, anywhere.



ON CAMPUS



AT HOME



ON THE GO



ANYWHERE



- ✓ Single Sign-On (SSO)
- ✓ Use your institutional credentials
- ✓ Research anytime, anywhere
- ✓ Focus on what matters—your learning



Start exploring today and experience faster, easier access to the ADNU Library's growing collection of scholarly resources through **OpenAthens**.

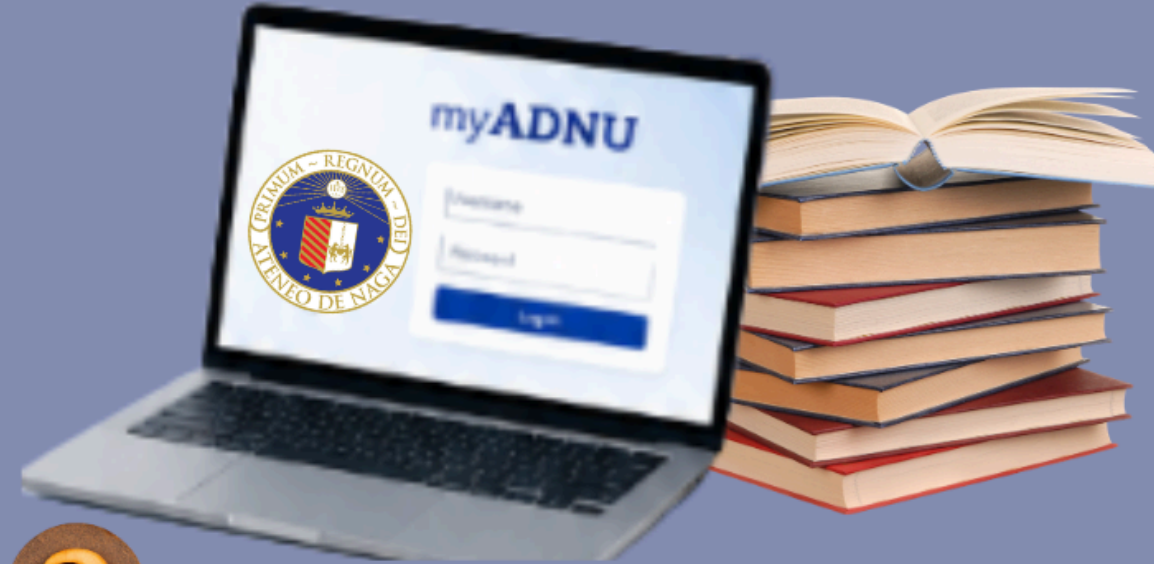


James J. O'Brien S.J. Library

Your partner in learning and research.

HOW TO ACCESS THE LIBRARY SUBSCRIPTION

USING THE STUDENT myADNU ACCOUNT



1

LOG IN TO YOUR myADNU ACCOUNT.

Go to the myADNU portal and sign in using your student account.



Welcome to myADNU

Sign In

Username

Password

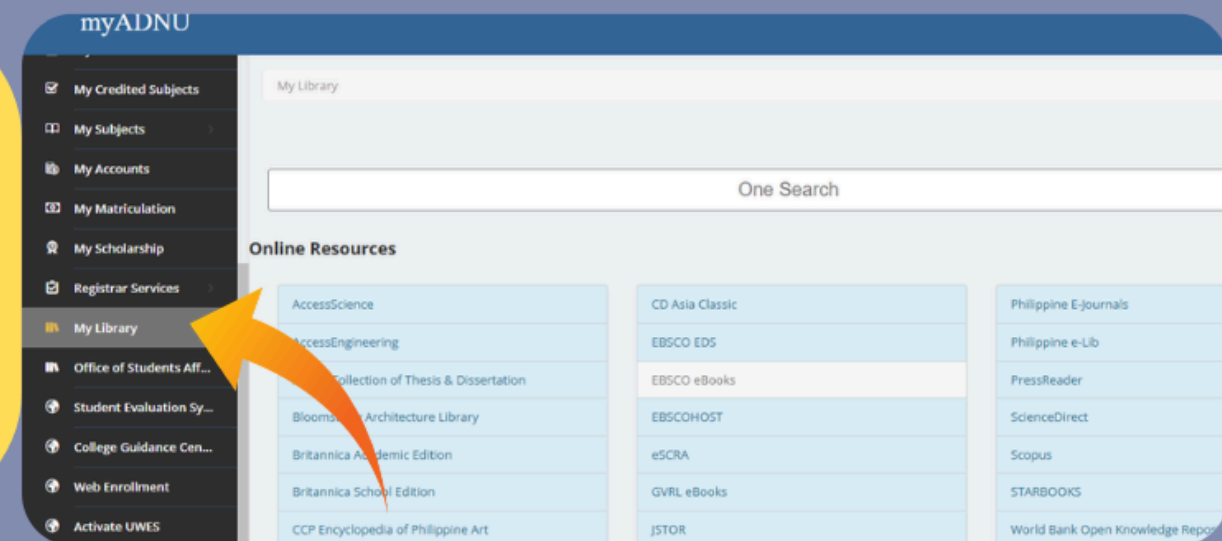
Note:

Use this method to sign in if you have special privileges assigned to your user account. Use the other method when signing in with your gbox account.

Sign In

2

CLICK THE MY LIBRARY ICON on your myADNU dashboard.



3

SELECT OR CLICK THE LIBRARY SUBSCRIBED DATABASES to view the list of available resources.



4

LOG IN USING YOU GBOX EMAIL ACCOUNT. OpenAthens (Single Sign-On System). It allows users to use one set of institutional credentials (official school email or Gbox) to log into all subscribed databases seamlessly from anywhere.



Access Now

Sign in with your organizational account

someone@example.edu.ph

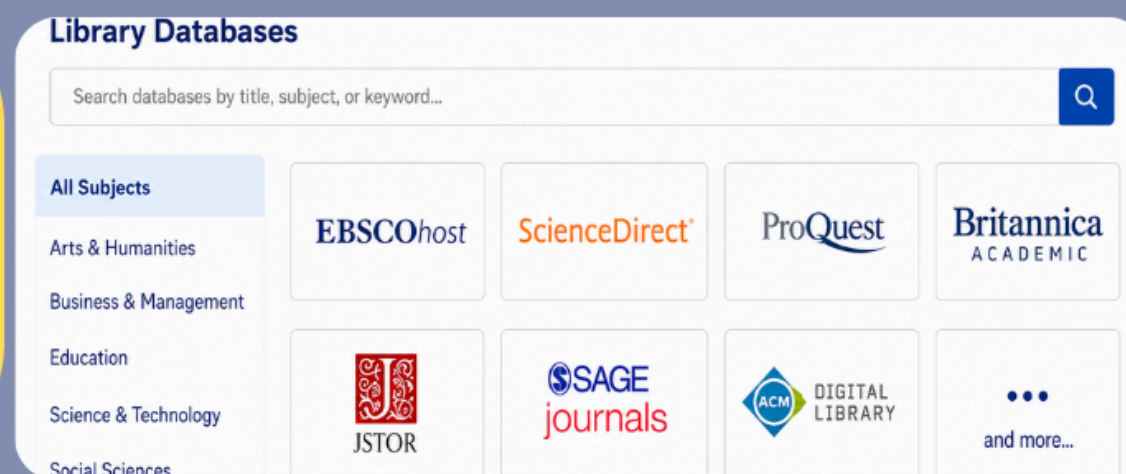
Next



- Secure
- One Login
- Access Anywhere

5

SEARCH AND EXPLORE THE LIBRARY DATABASES to support your research and class requirements.



James J. O'Brien, S.J. Library
<https://adnulib.adnu.edu.ph>

SEARCH • EXPLORE • DISCOVER

ScienceDirect

ScienceDirect

- One of the world's largest databases for scientific, technical, and medical research. Managed by Elsevier, it hosts thousands of peer-reviewed journals and book chapters.



AccessScience

- an authoritative science resource from McGraw Hill. It features high-quality educational content, including articles, biographies, and videos covering all major scientific disciplines.



AccessEngineering

- A specialized engineering reference and learning platform. It provides access to world-renowned engineering handbooks (like Perry's or Marks'), instructional videos, and interactive data visualization tools.



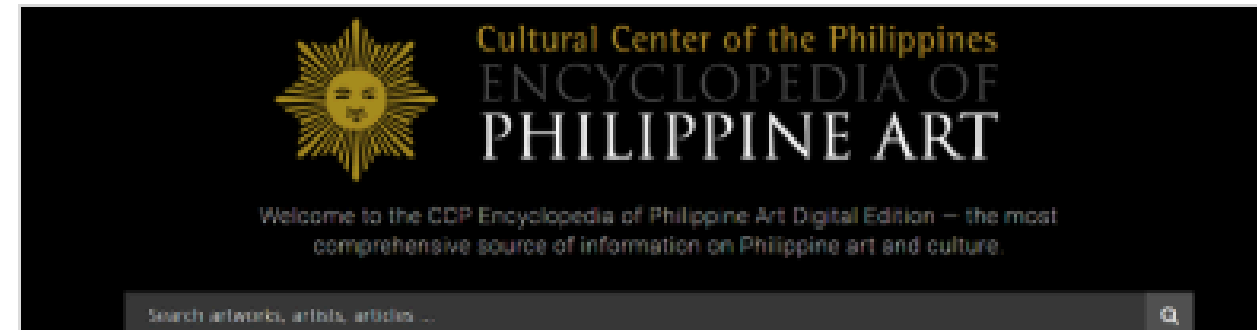
Britannica Academic Edition

- Designed for college-level research, this version of the famous encyclopedia integrates the Britannica articles with primary sources, journal links, and an atlas.

B L O O M S B U R Y
ARCHITECTURE
LIBRARY



B L O O M S B U R Y
VISUAL
ARTS



CCP Encyclopedia of Philippine Art (Digital Edition)

- The most comprehensive and authoritative sourcebook on Philippine art and culture. It covers diverse forms, including architecture, visual arts, film, dance, music, and theater.

Bloomsbury Architecture Library

- A premier resource for the study of architecture, urbanism, and interior design. It includes the digitized Sir Banister Fletcher's Global History of Architecture and interactive building maps.



JSTOR

- A digital library of academic journals, books, and primary sources. It is best known for its extensive "back-issues" of journals across the humanities and social sciences.

CD Asia Classic

CD Asia Classic

- A flagship subscription platform for Philippine legal research. It contains a massive repository of laws, Supreme Court decisions, and executive issuances.

*Note: Kindly request access from the Reference Librarian at
referencelib@gbox.adnu.edu.ph*



eSCRA

- The electronic version of the Supreme Court Reports Annotated. It is the essential tool for Filipino lawyers and law students to access case law with expert annotations and cross-references.



A powerful research platform that hosts multiple databases. It serves as a "search engine" for scholarly articles across nearly every academic discipline.



A specific collection within EBSCO featuring thousands of digital books that can be read online or downloaded for offline use.



GVRL eBooks (Gale Virtual Reference Library): A database of encyclopedias, almanacs, and specialized reference sources. It is unique because it treats reference books like a database, allowing for cross-searching across multiple titles.



An online collection of academic publications from various Philippine higher education institutions and professional organizations, focusing on local research.



ADMU – Journals Online

- is the digital gateway to the scholarly publications of the Ateneo de Manila University. This resource is essential for researchers looking for high-quality, peer-reviewed content with a specific focus on Philippine context, Jesuit education, and the Global South.



The ACM Digital Library is the primary online research, discovery, and publishing platform for computing and information technology. It provides access to journals, conference proceedings, magazines, and the comprehensive ACM Guide to Computing Literature.

Key Features

- **Extensive Collection:** Contains hundreds of thousands of full-text articles, dating back to 1954.
- **Publication Types:** Includes peer-reviewed journals, SIG newsletters, and major international conference proceedings.
- **Access Tiers:** Offered in Basic and Premium editions to support open discovery or advanced research analytics.



Perlego is a subscription-based digital library providing unlimited access to over 1 million academic, professional, and non-fiction ebooks across 900+ topics. Often called the "Spotify for textbooks," it offers an affordable alternative to buying expensive individual books.

Key Features

- **Vast Catalog:** Over 1 million titles covering subjects like business, history, psychology, and law.
- **Study Tools:** Built-in note-taking, text highlighting, and automated citation generators.
- **Smart Search:** AI-driven search to locate specific passages and answers inside textbooks.
- **Offline Reading:** Ability to download books for reading on mobile apps or web browsers without an internet connection.



Enjoy unlimited access to more than 7000 top publications from more than 120 countries in 60 languages. Accessible anytime, anywhere in any device.

Gain access to publications of national circulation such as Manila Bulletin, Philippine Daily Inquirer, The Philippine Star, The Manila Times and more.

Learn more about PressReader access through this link: bit.ly/AdNUPressReader



TURNITIN & GRAMMARLY



Promote academic integrity | improve student outcomes



TURNITIN is a software that promotes originality in the works that are submitted. This tool checks paper to avoid plagiarism by matching similarities of submitted papers to other publications/ documents available in its repository and those available online.

Availing Turnitin services (exclusively for Research-Oriented Class)

- A Class will be created by your professor, where students may enroll by using a class enrolment key and submit their papers in that class.

Class: PSSC321_thesis 1

ID: 42564981

Key: Thesis1

Invited to a CHSS Class monitored by the University Library (For Final Draft Submission)

Note:

- Only one member per group will be enrolled in a class
- Submitting multiple chapters must be compiled in one (1) single file
- Results will be sent back to the email provided in the form
- Request processing might take up to an hour depending on the file size.
- For more information, you may email us at referencelib@gbox.adnu.edu.ph

The majestic blue whale, the goliath of the sea, certainly stands alone within the animal kingdom for its adaptations beyond its massive size.

At 30 metres (98 ft) in length and 190 tonnes (210 short tons) or more in weight, it is the largest existing animal and the heaviest that has ever existed. Despite their incomparable mass, aggressive hunting in the 1900s by whalers seeking whale oil drove them to the brink of extinction. But there are other reasons for why they are now so endangered.

The blue whale's common name derives from bluish-hue that covers the upper side of its body, while its Latin designation is *Balaenoptera musculus*. The blue whale belongs to the Mysticeti suborder of cetaceans, also known as baleen whales, which means they have fringed plates of fingernail-like material, called baleen, attached to their upper jaws. Blue whales feed almost exclusively on krill, though they also take small numbers of copepods. An adult blue whale can eat up to 40 million krill in a day.

These gargantuan beasts used to dominate all the oceans of the Earth up until the late nineteenth century, when the technology was developed to effectively hunt and harvest them. In 1864, the Norwegian Svend Foyn equipped a steamboat with harpoons specifically designed for catching large

Match Overview

45%



1

animals.nationalgeogr...
Internet Source

14%



2

agaunews.com
Internet Source

12%



3

pro-solutions.texthelp...
Internet Source

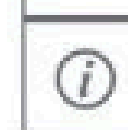
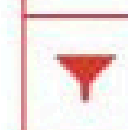
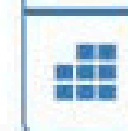
12%



4

animals-partner.blogsp...
Internet Source

7%



Draft Coach

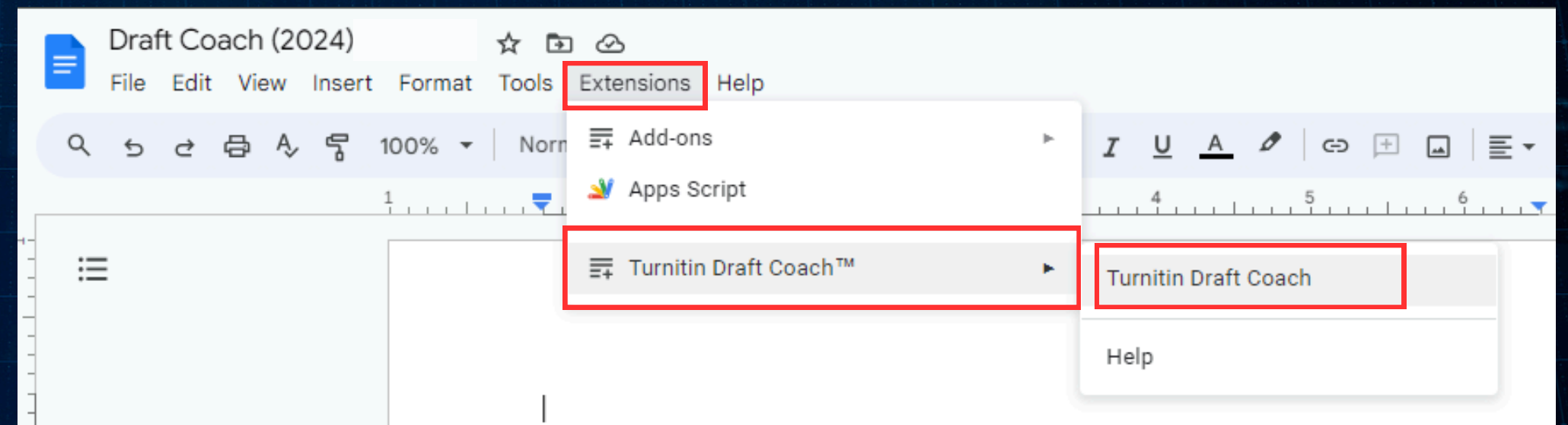


Turnitin Draft Coach extension is now enabled in Google Doc of ADNU Gbox Users.

Turnitin Draft Coach provides quick access to a range of writing improvement tools such as **Similarity Checking**, **Citation Checking**, and **Grammar Guide**. Not only it generates similarity reports, but it also offer suggestions to improve potential grammar errors and identifies missing pairs of citations & references.

Activating Draft Coach

1. Create a document in Google Docs.
2. Click Extensions tab in the menu bar.
3. Click Turnitin Draft Coach.

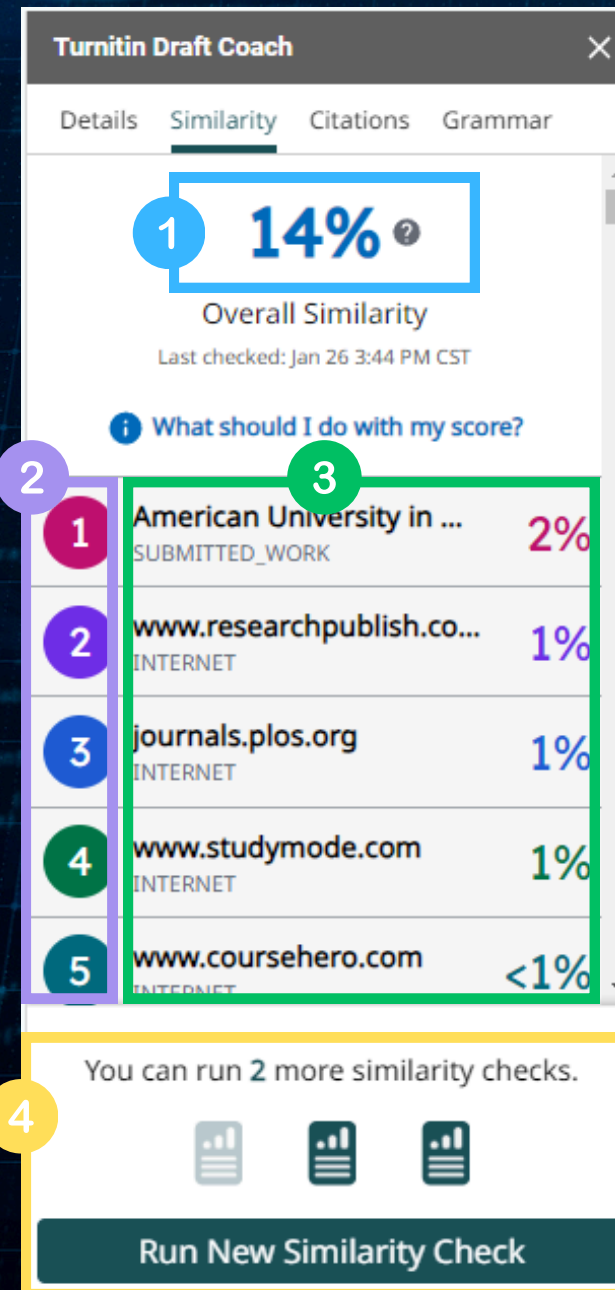


turnitin[™]

Draft Coach

Similarity Check

Similarity Check compares your document with various repositories for possible matches.



The screenshot shows the Turnitin Draft Coach interface with the Similarity tab selected. The overall similarity score is 14%. Below the score, a list of sources is shown with their respective similarity percentages. A yellow box highlights the 'Run New Similarity Check' button at the bottom.

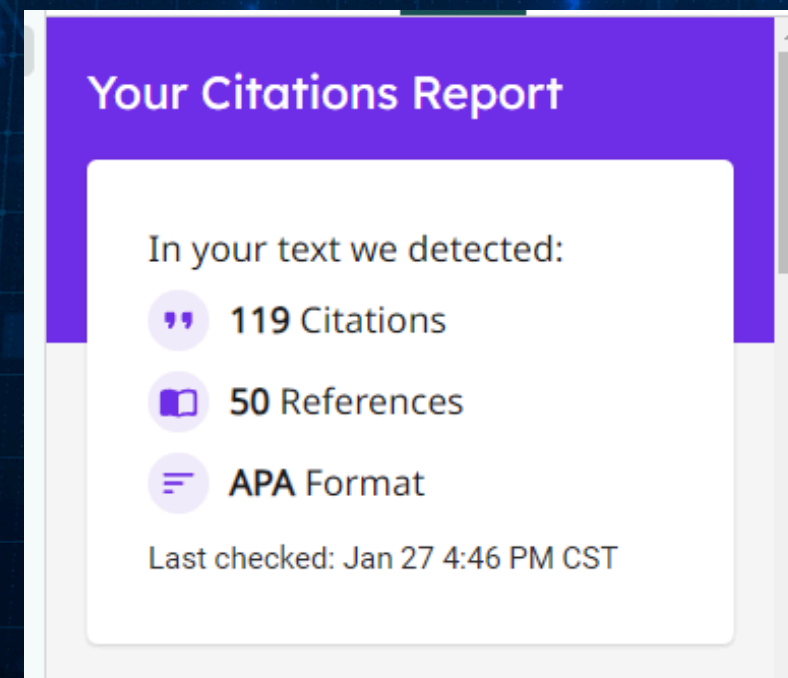
Source	Similarity
American University in ...	2%
www.researchpublish.co...	1%
journals.plos.org	1%
www.studymode.com	1%
www.coursehero.com	<1%

Citations Check

Citation Check detects citations with missing references; identifies APA & MLA citation styles.

Two issues that Citation Check detects:

- 1 Citation with no reference** - Every citation should have a corresponding reference listed within your bibliography.
- 2 Reference with no citation** - Every reference in your bibliography should have at least one corresponding citation within your draft assignment



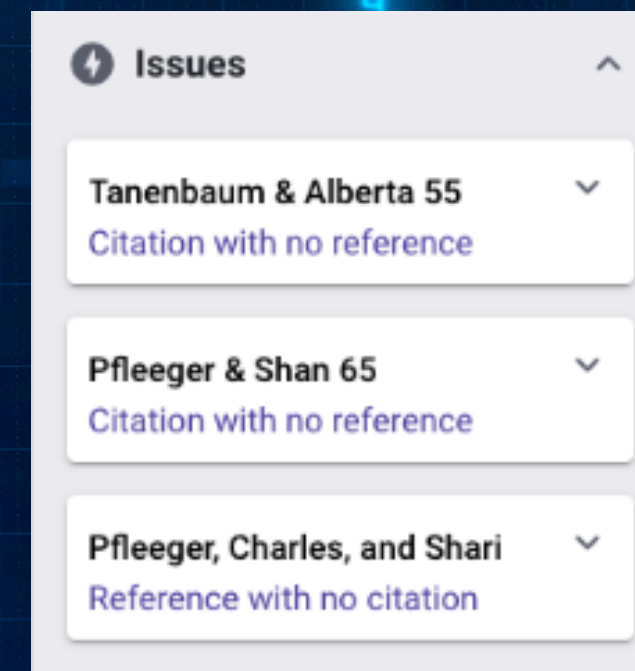
The screenshot shows the 'Your Citations Report' interface. It displays the number of citations and references detected, the citation format used, and the last checked date.

Your Citations Report

In your text we detected:

- 119 Citations
- 50 References
- APA Format

Last checked: Jan 27 4:46 PM CST



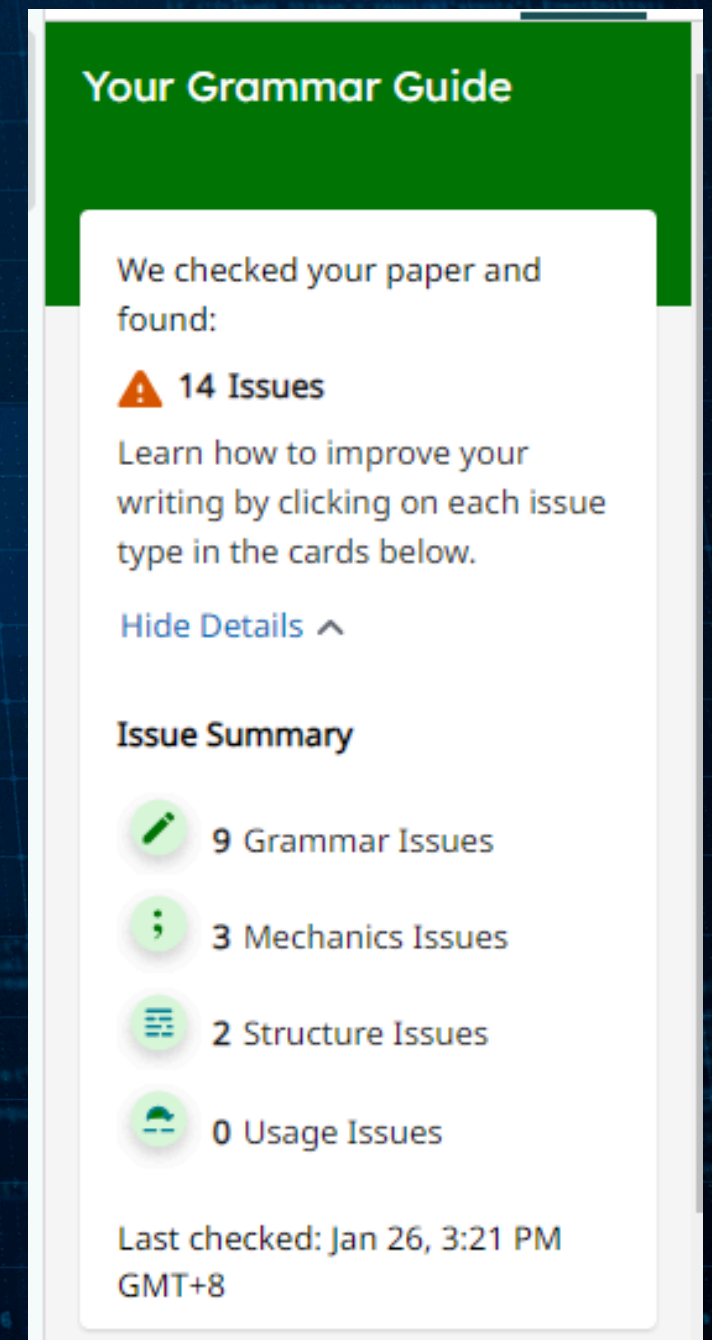
The screenshot shows the 'Issues' list in the Draft Coach interface. It lists specific citation issues found in the document.

Issues

- Tanenbaum & Alberta 55
Citation with no reference
- Pfleeger & Shan 65
Citation with no reference
- Pfleeger, Charles, and Shari
Reference with no citation

Grammar Guide

Grammar guide identifies possible grammar mistakes and provides suggestions to improve them.



The screenshot shows the 'Your Grammar Guide' interface. It displays the total number of grammar issues found and a summary of the issue types.

Your Grammar Guide

We checked your paper and found:

14 Issues

Learn how to improve your writing by clicking on each issue type in the cards below.

[Hide Details](#)

Issue Summary

- 9 Grammar Issues
- 3 Mechanics Issues
- 2 Structure Issues
- 0 Usage Issues

Last checked: Jan 26, 3:21 PM GMT+8

Grammarly[®] online writing assistant



Grammarly automatically detects grammar, spelling, punctuation, word choice, and style mistakes in your writing. It's easy to use: Copy and paste any English text into Grammarly's Editor, or install Grammarly's free browser extension for Chrome, Safari, Firefox, and Edge.

For premium account registration, kindly do the following:

1. PAY 150 Php registration fee at the University Treasurer's Office
2. FILL-OUT registration form available on Library Website [bit.ly/JOBLGrammarly.]
3. ATTACHED a copy/ photo of the Official Receipt (OR) to the registration form
4. SUBMIT the registration form and wait for an activation email from Grammarly

Note:

- Grammarly Premium Account is valid for six(6) months upon registration.
- University Treasurer's Office have an off-campus payment method.
- For more information, you may email us at referencelib@gbox.adnu.edu.ph

The basics

Mispellings and grammatical errors can effect your credibility. The same goes for misused commas, and other types of punctuation . Not only will Grammarly underline these issues in red, it will also showed you how to correctly write the sentence.

Underlines that are blue indicate that Grammarly has spotted a sentence that is unnecessarily wordy. You'll find suggestions that can possibly help you revise a wordy sentence in an effortless manner.

But wait...there's more?

Grammarly Premium can give you very helpful feedback on your writing. Passive voice can be fixed by Grammarly, and it can handle classical word-choice mistakes. It can also help with inconsistencies such as switching between e-mail and email or the U.S.A. and the USA.

It can even help when you wanna refine ur slang or formality level. That's especially useful when writing for a broad audience ranging from businessmen to friends and family, don't you think? It'll inspect your vocabulary carefully and suggest the best word to make sure you don't have to analyze your writing too much.

22 All suggestions

• SPELLING

~~Mispellings~~ → Misspellings

If you don't want **Mispellings** to be marked as misspelled in the future, you can add it to your personal dictionary.

Add to dictionary

• effect · Correct your spelling

• commas, · Remove the comma

• punctuation . · Remove a space

• , · Add the word(s)

• showed · Change the verb form

• to correctly write the sentence · Unsplit the infinitive

• Underlines that are blue · Remove wordiness

• a sentence that is unnecessarily w... · Remove wordiness

• possibly · Remove redundancy

• revise a wordy sentence in an eff... · Change the wording

HIDE ASSISTANT >>

64

Overall score
See performance >

Goals

Adjust goals >

All suggestions

Correctness

10 alerts

Clarity

A bit unclear

Engagement

Very engaging

Delivery

Very off

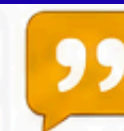
Style guide

All good

Plagiarism



APA 7TH EDITION CITATION GUIDE



Give credit. Avoid plagiarism. Strengthen your research.

1 IN-TEXT CITATIONS

Cite sources in the body of your paper.
Include the author's last name and year of publication.



ONE AUTHOR

Narrative: Smith (2023) explained that students benefit from active learning.

Parenthetical: (Smith, 2023)



TWO AUTHORS

Narrative: Smith and Jones (2022) found that motivation improves performance.

Parenthetical: (Smith & Jones, 2022)



THREE OR MORE AUTHORS

Narrative: Garcia et al. (2024) reported that study habits affect achievement.

Parenthetical: (Garcia et al., 2024)



DIRECT QUOTATION

Short quotation (fewer than 40 words):
"Critical thinking improves through practice."
(Brown, 2021, p. 45).

or

Brown (2021) stated, "Critical thinking improves through practice" (p. 45).



Include the page number for direct quotations.
For paraphrases, only include the author and year.

2 REFERENCE LIST

Place the reference list on a new page titled References.

Remember:

- ✓ Alphabetize by author's last name
- ✓ Double-space
- ✓ Use hanging indent
- ✓ Include all sources cited in your paper

References



QUICK IN-TEXT CITATION GUIDE

SOURCE	NARRATIVE	PARENTHETICAL
 One author	Smith (2023)	(Smith, 2023)
 Two authors	Smith and Jones (2023)	(Smith & Jones, 2023)
 Three or more authors	Smith et al. (2023)	(Smith et al., 2023)
 Direct quote	Smith (2023, p. 15)	(Smith, 2023, p. 15)

3 REFERENCE EXAMPLES

SOURCE TYPE	FORMAT (APA 7th)	EXAMPLE
 BOOK	Author, A. A. (Year). <i>Title of the book.</i> Publisher.	Creswell, J. W. (2023). <i>Research design</i> (6th ed.). SAGE.
 JOURNAL ARTICLE	Author, A. A., & Author, B. B. (Year). Title of the article. <i>Journal Title</i> , Volume(Issue), pages. https://doi.org/xxxx	Dizon, R. A., & Cruz, M. P. (2022). Student engagement in online learning. <i>Journal of Educational Research</i> , 18(2), 45–60. https://doi.org/10.xxxx/xxxx
 WEBSITE	Author, A. A. (Year, Month Day). Title of webpage. Website Name. URL	World Health Organization. (2024, March 5). <i>Mental health</i> . https://www.who.int/ health-topics/mental-health
 NEWSPAPER ARTICLE	Author, A. A. (Year, Month Day). Title of article. Newspaper Name. URL	Santos, M. (2023, January 10). Students return to face-to-face classes. <i>The Manila Times</i> . https://www.manilatimes.net/ students-return
 YOUTUBE VIDEO	Author/Channel. (Year, Month Day). Title of video [Video]. YouTube. URL	CrashCourse. (2022, May 12). <i>What is psychology?</i> [Video]. YouTube. https://www.youtube.com/ watch?v=vo4pMVboR6M
 THESIS OR DISSERTATION	Author, A. A. (Year). <i>Title of thesis</i> (Publication No. if available) [Master's thesis or Doctoral dissertation, Institution]. Database or Repository. URL	Reyes, L. M. (2021). <i>Factors affecting student retention in online learning</i> (Publication No. 12345678) [Master's thesis, Ateneo de Manila University]. Ateneo Institutional Repository. https://hdl.handle.net/20.500.12345/6789



TIPS AND NOTES

- Use & for two authors in in-text citations.
- Use et al. for three or more authors.
- Include the page number for direct quotations.
- DOI preferred: <https://doi.org/xxxx>
- If no DOI, use the URL.
- No retrieval date is needed unless the content changes over time (e.g., wiki).
- Italicize book titles and journal names.
- Italicize the volume number; issue number goes in parentheses (not italicized).
- Use sentence case for titles (capitalize only the first word, the first word after a colon, and proper nouns).

DOI vs. URL



DOI available?

Use the DOI in URL format.
Example:
<https://doi.org/10.xxxx/xxxxx>



No DOI?

Use the direct URL for online sources if applicable.

REFERENCE LIST EXAMPLE

Brown, T. (2021). *Critical thinking in education*. Pearson.

Creswell, J. W. (2023). *Research design* (6th ed.). SAGE.

Dizon, R. A., & Cruz, M. P. (2022). Student engagement in online learning. *Journal of Educational Research*, 18(2), 45–60.
<https://doi.org/10.xxxx/xxxx>

World Health Organization. (2024, March 5). *Mental health*.
<https://www.who.int/health-topics/mental-health>

★ REMEMBER



Be Accurate

Check author names, dates, titles, and URLs/DOIs.



Be Consistent

Follow APA 7th edition rules throughout.



Be Ethical

Always give credit where credit is due.



Make an Impact

Good citation builds trust in your research.



CITE ACCURATELY. WRITE ETHICALLY. MAKE AN IMPACT.





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