[Institution]

Turabian Rule of Style Part II

[Course Code and Title]

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Location

Date

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# Introduction

 As a researcher and writing dissertations for academic purposes or writing research articles in journals demand the authors to present authentic data. Researching the right material and then justifying it in accordance with the context is the most important step in academic writings. Secondly, researchers must cite the sources from where they have picked the data from. Anything that has been taken from any other articles, books, theses, websites and reports must be given a proper reference. Taking credit for someone’s work is unethical as well as it shows that the researcher lacks the ability of critical thinking and writing his own thoughts.[[1]](#footnote-1) It is a convention that should be avoided by all the academicians and primarily at the doctoral level.

Students must be able to understand the subject, think through and write their papers themselves. In the case of material taken from outer sources, the work should be given a proper recognition. Thus, it is imperative to learn different kinds of citations and the correct method to follow in academic writings. However, the kind of source is also an important topic that should be kept in mind while extracting data. The selected sources should either be primary or secondary, peer reviewed, authentic websites, articles and books. Maintaining a bibliography is the most essential part of citation and its proper style should be followed.[[2]](#footnote-2) The defined pattern in different types of bibliographies, endnotes, footnotes and arrangement of data in the citation style is also very important. Moreover, the citation style is different for specific types of sources and so are the in-text referencing and the order of elements in the citation. There are some software programs that can also assist in adding citations. Kate Turabian, in her book ‘A Manual for Writers of Research Papers, Theses, and Dissertations’, has provided with all the required things to follow the Chicago/ Turabian style of writing for students as well as researchers.[[3]](#footnote-3)

# Citation Practices

 While writing, the foremost step is to make sure that the citation of the work is accurate, authentic and complete. I have written several research papers, my undergraduate and graduate theses, project reports and course assignments and freelancing throughout my academic life. I used many citation styles and for my work. However, when I read this book, I realized there were so many technical things about formal writing that we often omit and many other things that we add but are not needed. The purpose and the minute details that are so commonly ignored during the citation are clearly mentioned in the book. This part of the book deals with the source citing and everything related to it. The main reasons for proving a validated citation is to give credits to the individuals who have worked hard and made their work available for everyone to get benefits from it. Thus, they should be given reward in the form of acknowledgments. The citations in any work make the readers know that the facts stated here are accurate. It also promotes the research traditions such that the readers may follow the citations and extend the research.[[4]](#footnote-4)

 Though the citation styles differ from each other but their aim is to provide the common information about the author, editors, date, publishers, URL or DOI. However, the trivial details about the use of commas, parenthesis, full stops and parenthesis may vary. I have seen that for most of the papers, APA style is used, nonetheless, in the case of papers and dissertations, Turabian is also being used. There are two different styles used for Turabian, bibliography style where a superscript number is used while in the case of author-date style, author’s name, date and page number are added in the parenthesis. The pattern is a little different for the electronic and other sources such as visual representation, manuscripts, constitution, journal, report etc.[[5]](#footnote-5) All these details provide the complete knowledge about the sources being used in the work and allows people to believe the results of the study. It also improves the authenticity and chances for the work to be recognized by fellow researchers. Knowledge sharing is the biggest favor that the disciples can do for each other.

# Creating Style

 My university recommends the use of Chicago or Turabian style for assignments and other projects. The Gregg’s model provides the complete guideline for using the Turabian style. However, I have noticed that people often deviate from the formal style of citation, but the basic always remain the same.[[6]](#footnote-6)The critical step in the preparation of the citations is not a difficult task if we follow the guidelines. It is important to remain to the date as there come in several editions in the original Turabian format. The process of creating the citation is done by identifying a reliable source, recording the bibliographical information and number of pages. It is important to manage the citation just while writing the citations, as it helps in finding out the quotations and paraphrasing. At the end, it is important to add the complete bibliography with an ascending pattern. Though this work is tedious, it creates a lot of easiness in the final compilation of their data in the case of longer paper. The citation management programs such as EndNote, Zotero, Mendley and some other authentic programs help in building a library that saves the bibliography and can be accessed any time the writer wants.[[7]](#footnote-7)

 The creation of citations provides the use of resources such as guidelines, tools and manuals and writers are seem to be complying with it. People need to understand the difference among different documents as well the style. The use of all the rules in writing also depend on the writer and their way of proceeding with any work with the limited amount of information they have about the paper.[[8]](#footnote-8) However, I always try to juggle the variations in the sampling and improve my writing along with my communication skills. I always aspire to meet the expectations of the academic writing styles and make sure the readers also approve of the work. This book has helped me a lot in improving my writing skills in all domains such as technical, academic, magazines, novels and articles. Nonetheless, I believe that the writers should be given a free style to write and struggle to make way among huge writing societies.

# Make it Your Own!

 The significance of this book, in my view, is to credit the authors of the original work and using it in official work in order to give them the tribute. Therefore, it is important to make sure that the work being submitted is not copied or plagiarized from any source without adding any sources. It can only be done in the case of direct quotations with the use of proper citation. Moreover, it is important to write ones’ thoughts and information as is without manipulating it with any similar work. The writers must interpret the meaning of original work and then write it in their own words because paraphrasing does not always work or changes the exact meaning that the researchers was trying to convey to its audience.[[9]](#footnote-9) The citations may be done manually or by using software such as Zotero that auto-generates the citations in the required format. It is also important to analyze the exact the bibliography style as there are minute variations that may affect the style. These changes include the pattern of elements and the details like abbreviations, capitalization, italics, quotation marks, indentation. The list of the sources in the bibliography should be accurate and in a proper sequence. It is also important to know that there are a number of sources that can be removed from the bibliography such as newspapers, Scriptures, individual or public documents, encyclopedias and reviews of the articles, books and performances.[[10]](#footnote-10) However, in order to fulfil the citation requirements, one must know that in what places within an essay or paper, citations should be used.

# Conclusion

#  The Turabian style of citation has been simplified in Kate Turabian’s book and helps the students of research in writing their academic documents with authenticity. Many editions have been brought in the original template as per need of the research community but the main idea and pattern remains the same. It is mainly used by the doctorate aspirants for their dissertations. This book can help as a guideline to check for all the details for writing a good thesis or research paper. Different institutions have different citation styles. I have done a lot of written work from all the fields and therefore, I have the writing experience of all different patterns that are used in this particular style. Still, I wanted to read this book and take this course in order to improve my research skills and become the ultimate master of writing. My instructors have always appreciated my work and I aspire to write more and better than before by using the instructions written in the book.

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