

# Evidence & Citation Tracker

Essay Topic: \_\_\_\_\_

Due Date: \_\_\_\_\_

## Source Master List

#	Source Type	Author(s)	Title	Publication Year	Credibility ✓
1					
2					
3					
4					
5					
6					

Source Types: Journal, Book, News, Website, Report, Interview

## Evidence Collection Grid

Source #	Key Quote/Evidence	Page/Para	How It Supports Your Argument	Use in Section

## Citation Quick Reference

### In-Text Citation Format

#### Direct Quote:

- Example: According to Smith, "quote here" (15).
- Your citation: \_\_\_\_\_

#### Paraphrase:

- Example: Research shows that paraphrased idea (Smith 15).
- Your citation: \_\_\_\_\_

#### Multiple Authors:

- 2 authors: (Smith and Jones 20)
- 3+ authors: (Smith et al. 25)



Works Cited/References Builder

Citation Style: [ ] MLA [ ] APA [ ] Chicago

Complete Citations (Copy to final draft):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

Plagiarism Prevention Checklist

- ☐ All direct quotes are in "quotation marks"
- ☐ Every quote/paraphrase has in-text citation
- ☐ Paraphrases use my own words and sentence structure
- ☐ Common knowledge claims need no citation
- ☐ All sources appear in Works Cited/References
- ☐ Citation format is consistent throughout
- ☐ Checked work through plagiarism detector (if available)

Evidence Balance Tracker

Count sources per paragraph/section to ensure balanced support:

Section/Argument	Source #s Used	Evidence Count	Notes
Introduction			
Point 1			
Point 2			
Point 3			
Counterargument			
Conclusion			

Goal: 2-3 pieces of evidence per major point

## Quick Tips



**Direct Quotes - Use when:**

- ♦ Exact wording is powerful or unique
- ♦ Defining technical terms
- ♦ Expert testimony adds authority

**Paraphrases - Use when:**

- ♦ Explaining complex ideas simply
- ♦ Integrating multiple source points
- ♦ Maintaining your writing voice

**Always cite:** Quotes, paraphrases, statistics, specific facts, others' ideas

**Never cite:** Common knowledge, your own analysis, widely known dates/events

