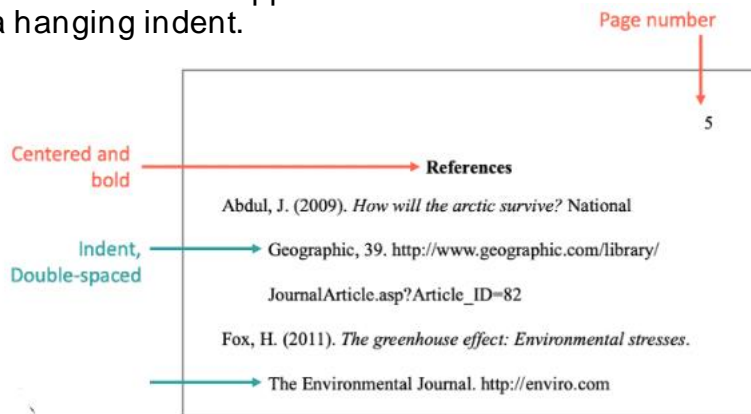


The **Library Assignment** is worth 40 points and consists of two parts. For the first part of the library assignment, you will familiarize yourself with research tools and techniques. For the second part, you will practice research by selecting sources for your speech.

### Part I: APA citation and Paraphrasing (15Pts)

#### *Reference list*

A reference list is the detailed list of references that are cited in your work. It should be in APA format. The reference list is double spaced and should be arranged alphabetically by author last name. Each reference appears on a new line. Each item in the reference list is required to have a hanging indent.



#### *APA format*

APA is a writing style and format for academic documents such as scholarly journal articles and books.

#### *Parenthetical In-Text Citation*

This citation typically consists of the author's last name(s), year of publication, and page number in parentheses at the end of the sentence (in case of direct quote). The period goes after the closed parenthesis. "This is a direct citation" (Chapman, 2019, p. 45). Usually used in research paper, annotated bibliography, literature review, book review, journal article etc.

**Parenthetical In-Text Citations**

Quoting word-for-word:  
 Veteran teachers agree that "small, gradual changes can amount to big, positive shifts in education" (Zaffini, 2022, p. 42).

Paraphrasing in your own words:  
 Veteran teachers agree that even small changes can have positive results in the classroom (Zaffini, 2022).

↑

instead of quoting directly, you do NOT need to include the page number.

#### *Oral citation*

This is the citation in written format converted into oral format. It provides the reliability, validity and currency of your information. This is the format for body of the speech outline.

## EXERCISE

1) Read the following published sentence and then **paraphrase** it—that is, rewrite it in your own words. You do not need to repeat every element. Instead, try changing the focus of the sentence while preserving the meaning of the original. (5pts)

### *Published Sentence*

Leaders who lack emotional and social competence undoubtedly can become a liability to organizations, directly leading to employee disengagement, absenteeism, stress-disability claims, hostile-workplace lawsuits, and increased health care expenses.

2) Figure out the **in-text citation** that corresponds to the source from the items of the *Source Information* bellow. Then add a **parenthetical citation** to your paraphrased sentence at the end. (5pts)

3) Write an **APA format reference list entry** for the published work using the source information provided bellow. (5pts)

### *Source Information*

- Document type: Journal article (Section 10.1)
- Authors: Kenneth Nowack and Paul Zak
- Publication year: 2020
- Article title: Empathy enhancing antidotes for interpersonally toxic leaders
- Journal information: *Consulting Psychology Journal: Practice and Research*, Volume 72, Issue 2, pages 119–133
- DOI: <https://doi.org/10.1037/cpb0000164>

**1) Your paraphrased sentence with 2) parenthetical in-text citation:**

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**3) Your reference list entry in APA format:**

## Part II: Annotated Bibliography 25Pts

For the second part of the library assignment, you will look for and evaluate sources that you can use for your informative speech. You may have a credible source of the following: book, journal article, newspaper or magazine, credible website. For the purpose of the Informative Speech, it is highly recommended to use journal articles. This research may also help decide or refine your topic. As a starting point, you can generate 3 bullet points or key words. Use the key words to select sources on Google Scholar, EBSCOhost, PROquest, the library website etc.

1. Type of Source:

APA Citation:

Summary:

Paraphrase:

2. Type of Source:

APA Citation:

Summary:

Paraphrase:

3. Type of Source:

APA Citation:

Summary:

Paraphrase: