CHAPTER II

LITERATURE REVIEW

This chapter discusses the basis of this study. The discussions are related to citation styles. This chapter includes the discussion about academic writing, documentation, citation, and kinds of citation styles.

2.1 Academic Writing

According to Hamp-Lyons and Kroll (1996), writing is an act that takes place within a context, that accomplishes a particular purpose, that is appropriately shaped for its intended audiences (as cited in Alderson & Bachman, 2002, p. 19). In addition, Fabb and Durant (2005) stated that writing is a constant process of reconstruction, writing is a way of thinking, and writing is different from talking which is not directly produced and in well- organized text. From the experts' explanation above, writing can be defined as the construction of text that has purpose and audience, and includes the ideas of someone.

Academic writing is simply defined by the name itself as writing done by and for the people who are engaged in academic field. According to Oshima and Ann (1991) academic writing is identical to a kind of writing which passes through several process: pre-writing, planing, writing, revising, rewriting, and writing the final one. Bailey (2011) stated the most common purposes of academic writing: to report on a piece of research the writer has conducted, to answer a question the writer has been given or chose, to discuss a subject of common

interest and give the writer's view, and to synthesis research done by others on a topic. The differences from other kinds of writing are its special audiences (professors, lecturers, or other academician). There are many types of academic writing; articles, notes, report, project, essay, dissertation or thesis, and paper (Bailey, 2011).

In this study, the researcher takes academic writing in the form of *skripsi* or research paper which focusing on the use of citation styles. In academic writing, one of the convention   is acknowledging the sources of the ideas taken for supporting the writer's arguments. That is done to avoid the act of plagiarizing. According to Johns and Keller (2005), a writer plagiarizes when he or she presents another writer's unique work as a product of his or her own knowledge and/ or imagination. Acknowledging other people's work is done by using documentation. As stated by J.D Lester that a writer should inform his or her reader where he got the sources. Therefore, documentation is important in order to avoid the act of academic violation in academic writing.

2.2 Documentation

In academic writing, the writer needs a lot of sources to support his or her ideas or arguments. The writer needs to be careful in taking others' works, he or she needs to build the credibility of the author's whose works are cited. By taking or claiming other's work without acknowledging can be considered as an academic violation. Being honest in doing academic writing is done by acknowledging the sources. Rahim (1996) stated that ideas, words, information or data derived or copied from another's work must be acknowledged.

Acknowledging sources can be done by using documentation in order to serve as the proof of what the writer wrote in his or her skripsi which taken from other's works.

Scott (2001) claimed that one of academic register and convention is that writers have to be clear with their ideas and the evidence they need to strenghten their ideas. The writer writes not only for his or herself but also to the readers as the audience. So, the writer needs to earn readers' trust regarding to his or her arguments. Readers' trust is like a chain. Readers will trust a source they know and they can find. If they trust the sources, they will trust the facts, and if they trust the facts, they will trust the writer's argument.

There were three ways of presenting experts' ideas in research paper: summarazing, paraphrasing, quoting (Leki, 1998, p.185). To support the ideas or arguments of the writer, these three methods can be used. Scott et al. (2001) explained them as follows:

1. Paraphrase is one of note- taking method which is used to represents experts' point of view in your own words with the same length or more than the real one (p.79).

2. Summary, which is different from paraphrase, has no fixed rules. The important thing in summarizing is the main idea of what the one think or said (p. 83).

3. Direct quotation, likes summary and paraphrase, is used to strenghten the writer argument or idea (p. 136).

Leki (1998) argued that paraphrase is as long as the source, yet it needs the writer to use his or her own words. In summarizing, writer needs an ability to scan the main idea in order to give an evidence for his or her own arguments (Leki, 1998). Summary can be shorter than the source itself because it consists of the main idea of the source, yet it is similiar to paraphrase in which still requires the writer's own words. Unlike paraphrase and summary, quotation uses the experts' exact words to represent the evidence of the writer arguments (Leki, 1998). Using quotation requires the writer to put quotation marks.

Writer can use these three methods of presenting the experts' ideas in order to give supporting ideas for the writer's arguments. Carolyn (1991) claimed that writer has to acknowledge the author of the ideas paraphrased, summarized, or quoted to avoid plagiarism. Writer can borrow experts' ideas by parpahrasing, summarizing, or quoting, but the the writer must acknowledge the sources.

In conclusion, *skripsi* is an academic writing which moves from a short composition that are used to do in writing papers for assignment to a longer paper which supported by readings. The writer does not only need to read one source but also needs to draw on many sources to support his or her points which are related to the study in depth. The sources provides the reliable facts and the author's opinions. Thus, the writer needs to acknowledge the information where he or she took the opinions of the experts by using documentation properly in order to avoid plagiarism.

2.3 Citation

Writing citation is not simple, since the writer needs to pay attention to the format and convention. Russel and Brizee (2010) defined citation as a reference to published or unpublished source (not always the original source). Citation is also defined by Giltrow (2006) as the pathces of parenthetical references and superscripts are a condesed, concentrated way of telling the readers that somebody other than the present writer has said something. According to Lipson (2011) citation is used for three reasons:

1. To give credit to others' work and ideas, whether you agree with them or not. When you use their words, you must give them credit by using both quotation marks and citations

2. To show readers the materials on which you base your analysis, your narrative or your conclusions

3. To guide readers to the materials you have used so they can examine it for themselves. Their interest might be to confirm your work to challenge it, or simply to explore it further.

In using citation, the writer needs to pay attention to the situation required using citation. Based on Lipson (2011) there are several situation requiring citations:

- When quoting exact words from a source

- When paraphrasing ideas that are associated with a specific source, even if you don't quote exact words from it

- When using any idea, data, or method attributable to any source the researcher consulted

Citation styles differ in the elements included and the format of the elements. For most sources, including books, articles, unpublished documents, online sources, and other written material. According to Lipson (2011) information must answer these questions:

1. Who wrote, edited, or translated the text (sometimes all three)

2. What data identify the text? This includes the title and subtitle of the work; title of the journal, collection, or series, volume number, edition number, or other identifying information, and page numbers, URL, or other locating information if the references is to a specific part of a larger text.

3. Who published the text, and when? Including the name of the publisher, and the place and date of publiation- or an indication that the document has not been published. The details are small matters right, reader will question if they can trust the researcher.

According to Turabian et al (2007), there are two basic division of citation. This division is classified by the placement and the way of writing citation in the text.

2.3.1 Documentary-note or Bibliography Citation.

It is commonly known as footnotes (located at the bottom of the page) or endnote (located at the end of the paper or chapter). In bibliography citations, the

source used is signaled by placing a superscript number at the end of the sentence in which referring to it:

Advertisers are very good at 'putting the hype into hyperbole', unfortunately often resulting in a sceptical audience.[1] Geddes argues that in order to create advertising impact, there needs to be a continually fresh approach [2], and although others point to the impossibility of this [3], a recent study showed that audiences subjected to bland advertising had difficulty in remembering the product.[4]

The number provides the information about the source (author, title, and facts of publication) and relevant page numbers. At the bottom of the page (footnotes) or in a list collected at the end of the paper (endnotes), notes are printed which have the general forms:

1. Jeffrey McQuain, Power language, Houghton Mifflin Company, Boston, 1996, p.53.
2. Miranda Geddes, The advertiser's toolbag, Hudson, Perth, 2003.
3. Peter Henders, Design issues, Chesley Publishing, London, 2001, ; June Sapforth, 1999, The importance of design, Howarth Press, New York
4. ibid, p.39.

2.3.2 Parenthetical or Reference-List Citation.

As the name shown, this division of citation is called parenthetical citation because it is in parentheses It is attached in the sentence which represent expert's point of view. Creswell (2007, p.11) stated that paranthetical citation were used in the text to acknowledge the author. The writer signal that he or she has used a source by placing a parenthetical citation including author, date, and relevant page number next to the reference (Turabian et al., 2007, p. 136). As follows are the examples of using parenthetical or reference-list citation:

1. Smith (2010) tested this hypothesis

2. The hypothesis was tested (Smith, 2010).

3. The hypothesis was tested (Smith 82).

4. In 2010, Smith tested this hypothesis.

The examples of parenthetical citation above are slightly different each other. They differ from the format system of acknowledging the author whose works are cited. The citation style chosen by the writer based on the field he or she in is influenced the format of citing.

2.4 Kinds of Citation Style

In writing a research paper, citation style format can be varied depending on the style the writer chose. The writer may choose one of citation styles provided based on the field he or she is taking. Yet, the writer needs to be consistent in using the citation style from the first chapter till the last chapter of the research paper. The researcher used five styles which are commonly used; APA (American Psychological Association), MLA (Modern Language Association), CMS (Chicago Manual of Style), CSE (Council of Science Educators), and ASA (American Sociological Association).The standards of APA, MLA, CMS, CSE, and ASA citation styles are taken from:

- *MLA Handbook for Writers of Research Papers, 7th ed* (New York: MLA, 2009, pp. 123-211).

- *Publication Manual of the American Psychological Association, 6th ed* (Washington, DC:APA, 2010, pp.169-192).

- *American Sociological Association Style Guide,4ᵗʰ ed* (Washington, DC:ASA, 2010, pp. 43-50)

- *The Chicago Manual of Style. 16ᵗʰ ed* (Chicago: University of Chicago Press, 2010)

- *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publisher, 7ᵗʰ ed.*

2.4.1   MLA (Modern Language Association).

This style of citation was established by the Modern Language Association. MLA style is used in most arts and humanities research, including English literature, history, philosophy, and languages. In MLA documentation style, the sources are acknowledged by keying brief parenthetical citation in text to an alphabetical list of works that appears at the end of the paper (The Modern Language Association of America, 126). The traditional footnotes or documentary- note citation are used to use to indicate the source of the piece of information have been replaced by a parenthetical reference in the text.

The system of the last name of author(s) (or editor(s), translator(s), or compiler(s) plus the page reference is used in MLA citation style. For example:

- .... (Conrad 82).

- .... (Donald et al. 38-40)

When using direct quote, use quotation marks around the words of quotation, place commas and periods after the citation. As follow is the example:

In the days when doctors "stressed air as the comunicator disease" (Tuchman 102), they were unaware of other authors

If the quotation is longer than four lines, start it on a new line, indent the block one inch from the left margin, don't use quotation marks, put the final puntuation. For example:

In this level, the appearance of the vocabulary is not as most often as the high frequency words. It is commonly used for academic purposes. This kind of vocabulary appears on the academic texts, such as articles, dissertation, thesis or journals. Typically, these words consist of about 9% of the running words in the text. (Nation 32)

2.4.2   APA (American Psychological Association).

As the name of this citation style, APA citation style was established by American Psychological Association. The APA style uses the name-year system for referencing, not footnotes or endnotes. Education, Business, Criminology, Journalism, and   Linguistics are the study fields which use APA style. It is much like MLA style, the APA style mentions the author (last name only) and the date of the cited publication. As stated by American Psychological Association (2011) APA style stresses the date over the page number because it is the nature of scientific research, which

time is sensitive and easily becomes obsolete. As follows are the examples of using APA citation style:

- .....was tested (Smith, 2010)

- Ellias and Williams (1996) tested....

- ...... (Albert, 1986, p. 24).

If the writer directly quote from another's work, writer needs to include the author, year of publication, page number (precedeed by "p"). For example:

Accoding to Jones (1998), "Students often had difficulty using APA style especially when it was their first time." (p. 199).

Place direct quotation longer than 40 words in a free-stamding block of typewritten lines and omit quotation marks. Start the quotation in a new line, indented five spaces from the left margin, double spaces. For example:

Jones (1998) study found the following: Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help (p.199).

2.4.3 CMS (Chicago Manual of Style).

Based on The University of Chicago Press (2010) there are two basic systems in Chicago style; Author-date system and the Notes and

Bibliography system. The Notes and Bibliography system is the most common usage in Chicago style. In author-date system, the author's name, and the year of publication, and any specific page references enclosed i n in-text citation. While in the notes system a superscripted note number at the end of the the sentence or clause is inserted. In Microsoft word, this can be done by clicking "Insert Citation" under the "Reference" tab.

2.4.4 CSE (Council of Science Educators).

According to Council of Science Educators (2006) style is used in all scientific disciplines related to experimental and observational science including physical sciences, mathematics, and life sciences. There are three systems in CSE style (Council of Science Educators,2006) ; the Name-Year system, the Citation-Sequence system, and the Citation- Name system. In the Name- Year system, the author and year are put in parentheses within the text. The Citation- Sequence system uses a superscript number for each citation within the text, starting at [1]. The Citation- Name style requires to use a reference list which have been numbered in alphabetical order to be cited in the text by inserting the reference number in superscript form, e.g., [1,5-6,18].

2.4.5 ASA (American Sociological Association).

American Sociological Association citation style is used in sociology and other social sciences. The name- year system is used, not footnotes or endnotes. The basic in-text citation includes the author's last

name and the year of publication. As follows are the example of APA citation style:

- Smith (2010) tested.....

- ..... was tested (Smith 2010).

- ......(Smith 2010:198)

When using direct quotation, in which using paraphrasing would not be appropriate or not adequately convey the meaning intended. Use double quotation marks:

Jones (2010) understood that "upon their arrival, trouble would follow" (p. 23).
....."upon their arrival, trouble would follow" (Jones 2010:23).

When quoting a block of text which more than 50 words, quotation marks are not used but rahter the entire block is single spaced and indented on both sides. "P" is for page is capitalized when the page number cited without author and date information.

As Zweig (2000) defines:

When I talk about the working class, on the other hand, I am talking about the people who share common situation in these social structures, but one without much power. To be in working class is to be in a place of relative vulnerability-on the job, in the market, in politics and culture. (P.13)

2.5 Writing Rules of Faculty of Languages and Arts of Universitas Negeri Jakarta

Writing skripsi is a requirement of University students to get their degree. Skripsi belongs to academic writing in which the writer is required to pay attention to the norms, standards, and convention of writing. Every university

should have rules of writing for its' students to write effectively according to the academic setting. In Faculty of Languages and Arts of Universitas Negeri Jakarta, students who intend to write their final project or thesis need to refer to Panduan Kegiatan Penulisan Tugas Akhir, 2009 Fakultas Bahasa dan Seni. Students should follow the systematic of writing skripsi including report writing, comprehensive papers, paragraph writing, documentation writing, bibliography writing, and pictures and tables writing based on three references;

1) *A Manual for writers of Term Papers, Theses, and Dissertations* by Kate L. Turabian

2) *MLA Handbook for Writers of Research Papers* by Joseph Gibaldi

3) *Publication Manual of The American Psychological Association* by American Psychological Association.

2.6 Theoretical Framework

In academic writing, to build the credibility of the University students' writing, students need to follow the writing standards. Every university has its own rules for writing skripsi, including State University of Jakarta , that is all covered in Panduan Kegiatan Penulisan Tugas Akhir (2009) made by Faculty of Languages and Arts of State University of Jakarta. As one of the element in writing, students need to use the citation to provide the information where the sources in their skripsi taken and to avoid plagiarism.

Based on Panduan Kegiatan Penulisan Tugas Akhir (2009) made by Faculty of Languages and Arts of State University of Jakarta, students are

required to choose and use consistently one of the three references styles provided; Chicago Manual Style in *A Manual for writers of Term Papers, Theses, and Dissertations* by Kate L. Turabian*,* Modern Language Association(MLA) style in *MLA Handbook for Writers of Research Papers* by Joseph Gibaldi, and American Psychologila Association (APA) style in *Publication Manual of The American Psychological Association* by American Psychological Association

  Therefore, the researcher conducts the research on finding the most common style of citation used by students of English Department in their skripsi in order to reveal if English students have followed the writing standards of Faculty of Languages and Arts in using citation correctly and consistently.