

original, followed by a reference to the film you have used. For example:

1. Christian County (Kentucky), 1799 Tax Book, List 2; Kentucky State Historical Society, Frankfurt; FHL microfilm 7,926.

### 2.32 Temple Work, Etc.

When citing FHL film of temple-work submissions, ancestor charts, family group sheets, etc., our citation should fully identify the compiler of the individual record. For these materials, we should always record the FHL call number and cite FHL as the repository, because the material is unique to that facility. (See, for example, 7.32–7.35.)

## ONLINE MATERIALS

### 2.33 Core Elements to Cite

Citations to online materials pose particular problems, given the evolving nature of this medium. Chapters 3 through 14 provide many examples for handling most types of online history sources, whether delivered via traditional “Web 1” or the new interactive “Web 2” sites. The guidelines at 2.34–2.37 provide an overarching framework that covers almost all types of web materials. That framework is built on the following foundation:

Online sources are publications with the same core elements as print publications. This rule applies whether we are using a commercial site, a website created by an individual, or a social-networking site such as Facebook, MySpace or LinkedIn. Most websites are the online equivalent of a book. Thus, we cite the

- author/creator/owner of the website’s content (if identifiable);
- title of the website;
- type of item (as with a book’s edition data);
- publication data:
- place (URL);
- date (posted, updated, copyrighted, or accessed—specify which); and
- specific detail for that citation (page, section, paragraph, keywords, entry, etc.).

If the website offers multiple items by different creators (as with the social networking sites), it is the equivalent of a book with chapters by different authors. That calls for citations of two additional items:

- title of database, article, image collection, personal page, etc.;
- name of the item’s creator (rarely necessary for personal pages).

## **Evidence Explained: Citing History Sources from Artifacts to Cyberspace**

Within this architecture, a website is *not* a repository. Conceptually, the repository is the Internet or the World Wide Web. The distinction matters. When a citation template within our data-management software asks us to identify a repository, we invoke a basic rule covered at 2.19: in published citations, repositories are cited only for manuscript material exclusive to the repository where we used it. Repositories are *not* cited for published sources. To enter a website's name as our *repository* would be to say that the website's name is not an essential part of the citation. Therefore, the software might automatically omit it in printing out reference notes.

Identification of authors, creators, and website titles may require careful scrutiny of not only the relevant page but also its root pages. At each site we use, we should thoughtfully consider its construction and meticulously record every piece of information that might help us or someone else relocate the material in the event of a broken link. When we cite material that is available at multiple websites, we should consider which provider is likely to be the most permanent.

### **2.34 Databases vs. Images vs. Essays**

Web providers of historical content typically offer digital material in three forms: (*a*) images of original records; (*b*) databases that compile historical data from the original images or other sources; and (*c*) essays and other writings that interpret this material. The three types do not carry the same weight on any scale by which evidence is appraised. Thus our citations to websites should specifically state the type of digital file we are using, if the title itself does not state that information.

### **2.35 Multiple Offerings at One Site**

Websites that offer multiple items (articles, databases, etc.) by different individuals are the online equivalent of books with chapters by different authors. Thus, our citation needs to cover not only the website and its creator and publication data but also the

- author/creator of item (when identifiable); and
- title of item.

### **2.36 Punctuation**

Punctuation in online citations follows most rules for books and their chapters, or journals and their articles.

- Website titles (like book titles) appear in italics.
- Database titles (like article and chapter titles) appear in quotation marks.