

Style Guide for Citing Resources on *The Virtual Museum of Métis History and Culture*

Introduction

This style guide is intended to help you prepare the Works Cited list (MLA), Bibliography (Chicago) or Reference list (APA entries for resources housed on *The Virtual Museum of Métis History and Culture*. For more information about using footnotes, endnotes, or parenthetical references in the body of your work, please consult:

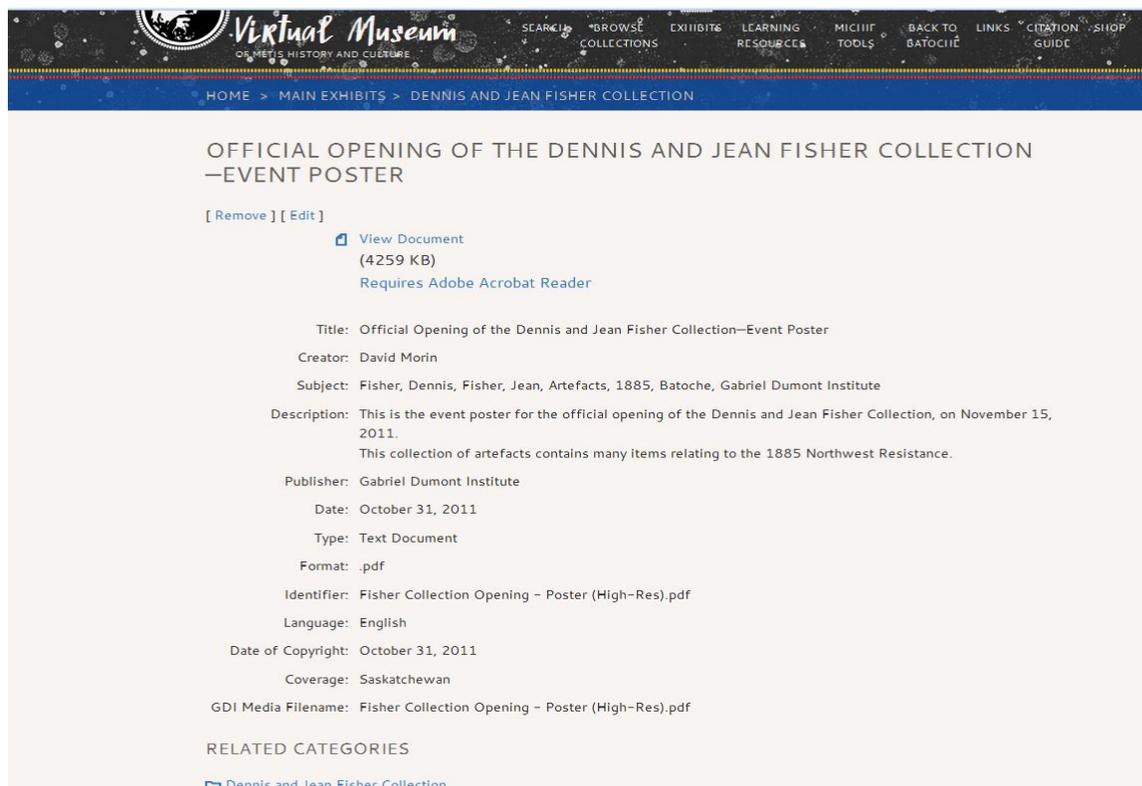
MLA Handbook for Writers of Research Papers: <http://www.mla.org/style>.

The Chicago Manual of Style <http://www.chicagomanualofstyle.org/home.html>.

Publication Manual of the American Psychological Association
<http://www.apastyle.org>.

Finding Publication Information on *The Virtual Museum*

Each resource on *The Virtual Museum* has an information entry that looks like this:



The screenshot shows the website's navigation bar with links for SEARCH, BROWSE COLLECTIONS, EXHIBITS, LEARNING RESOURCE, MIIIIIT TOOLS, BACK TO BATOCHE, LINKS, CITATION GUIDE, and SHOP. Below the navigation bar is a breadcrumb trail: HOME > MAIN EXHIBITS > DENNIS AND JEAN FISHER COLLECTION. The main content area displays the title "OFFICIAL OPENING OF THE DENNIS AND JEAN FISHER COLLECTION –EVENT POSTER" with options to [Remove] [Edit]. A "View Document" link is provided, indicating the file size is 4259 KB and that it requires Adobe Acrobat Reader. The metadata includes: Title: Official Opening of the Dennis and Jean Fisher Collection—Event Poster; Creator: David Morin; Subject: Fisher, Dennis, Fisher, Jean, Artefacts, 1885, Batoche, Gabriel Dumont Institute; Description: This is the event poster for the official opening of the Dennis and Jean Fisher Collection, on November 15, 2011. This collection of artefacts contains many items relating to the 1885 Northwest Resistance.; Publisher: Gabriel Dumont Institute; Date: October 31, 2011; Type: Text Document; Format: .pdf; Identifier: Fisher Collection Opening – Poster (High-Res).pdf; Language: English; Date of Copyright: October 31, 2011; Coverage: Saskatchewan; GDI Media Filename: Fisher Collection Opening – Poster (High-Res).pdf. At the bottom, there is a "RELATED CATEGORIES" section with a link to "Dennis and Jean Fisher Collection".

This page is where you will find most of the publication information you require.

MLA STYLE

Generally, these are the data that must be included in a complete MLA citation and the order in which they must appear.

Name of Author or Creator

Title of Work

Original Publication information (if applicable, see below)

Title of Website

Publisher of website

Date of publication (Labelled as "date of copyright." If there is no date, use the n.d. notation)

Medium of Publication (Web)

Date of access

Print-based article (such as an essay):

If you are using the file directly from your computer screen:

Prefontaine, Darren R., and Karon L. Shmon. "The Sash." *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 30 May 2003. Web. 14 May 2009.

If you download the file to your computer to use later:

Prefontaine, Darren R., and Karon L. Shmon. "The Sash." *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 30 May 2003. PDF file.

Some essays that appear on *The Virtual Museum* are reproductions of materials produced by or owned by individuals or institutions from outside of Gabriel Dumont Institute. In the case of these resources, you should specify the original publication information. For example:

Barkwell, Lawrence J. *Bottineau, Pierre and Jean Baptiste*. Louis Riel Institute, n.d. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 28 May 2008. Web. 2 September 2009.

A Transcript of an Interview:

Allery, Alex. Interview by Maria Campbell. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 28 February 2007. Web. 14 May 2009.

If you download the file to your computer to use it later, use this format:

Allery, Alex. Interview by Maria Campbell. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 28 February 2007. PDF file.

In these instances, I have included the name of the interviewer because her contribution may be deemed significant. The name of the interviewer and/or transcriber, however, can be left out if not important.

Photographs/Images:

NOTE: This style is applicable only to those images that appear on *The Virtual Museum* that are owned by the Gabriel Dumont Institute. Please see below for instructions for citing images owned by the Provincial Archives of Saskatchewan.

Include the following:

Photographer's or contributor's name
Title of the photograph
Date of the photograph (if no date is given, use the notation n.d.)
The name of the website
The publisher of the website
Date of copyright
Medium (Web)
Date of Access

Fleury, Rose. *Josephete Tourond*. Ca. 1890. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 21 November 2008. Web. 1 September 2009.

An audio file:

The Red River Jig. Perf. John Arcand. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 30 May 2003. Web. 2 September 2009.

Song Lyrics:

For an audio file or song lyrics that have originally appeared elsewhere, such as on a CD, include the original publication information. In the case of song lyrics, which appear on *The Virtual Museum* in transcribed form, specify that you are citing only the lyrics, and not the complete audio track.

Freed, Don. Lyrics. "Daughters of the Country." *The Valley of Green and Blue*. Gabriel Dumont Institute, n.d. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, n.d. Web. 2 September 2009.

A video file, including oral history resources:

Pelletier, Gilbert. "Ghost Story." *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 30 May 2003. Web. 14 May 2009.

Pelletier, Mary. Interview by Maria Campbell and Leah Dorion. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 24 June 2000. Web. 25 May 2009.

Note that because the video clips are part of the Website, you specify the medium as "Web" rather than video.

Digitized editions (including out-of-print resources that appear in the *Learning Resources* section of *The Virtual Museum*)

Flamont, Bruce. *AHLFRED SO L'ITEE (Alfred's Summer)*. Illus. Darryl W. Pelletier. Saskatoon: Gabriel Dumont Institute, 1992. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 23 March 2006. Web. 14 May 2009.

New-Breed Magazine on *The Virtual Museum*

Cite articles from *New Breed* using the following information:

Author
Title of article
Title of magazine
Date of issue
Article page numbers
Title of website
Publisher of website
Publication medium (Web)
Date of access

Morin, David. "Métis Theme at 2008 Saskatchewan Book Awards." *New Breed Magazine* Winter 1990: 1-2. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Web. 31 August 2009.

NOTE: If you download the PDF file to your computer to use later, use this format:

Morin, David. "Métis Theme at 2008 Saskatchewan Book Awards." *New Breed Magazine* Winter 1990: 1-2. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. PDF file.

Provincial Archives of Saskatchewan Images on *The Virtual Museum*

The Virtual Museum houses some Métis-specific images through a partnership with the Provincial Archives of Saskatchewan (PAS). Because the Institute owns neither these images nor the rights to them, you must specify in your citation that the images belong to the PAS. (Note: if you reproduce these images in any way, you must also obtain permission from the PAS. Follow the link at <http://www.metismuseum.ca/browse/index.php/443> for more information).

See also *MLA Handbook for Writers of Research Papers*, Chapter 5.6.2d for more information.

A Works Cited entry for a PAS image on *The Virtual Museum* includes:

The name of the photographer (if known)
The name of the photograph, italicized
The date, if known (if undated, include the notation N.d.)
The original publication information (PAS, and the appropriate office, identified by the file number associated with the image)
The name of the website
The medium (Web)

The date of access

If required, include the URL, as shown below.

Cochin, Louis. *Métis Women and a Boy*. 1905. Provincial Archives of Saskatchewan Images: Métis Photographs. Saskatoon. *The Virtual Museum of Métis History and Culture*. Web. 26 Aug 2009.
<<http://www.metismuseum.ca/resource.php/03630>>.

Note: for these specific resources, it may be useful to include the URL, which appears following the date of access and a period. Enclose the URL in pointy brackets.

A Resource from an Individual's Collected Papers, archived on *The Virtual Museum of Métis History and Culture*

Among the many resources housed on *The Virtual Museum* are the collected papers, artifacts, photographs, video clips, and audio clips of important Métis leaders, such as Howard Adams, Paul Chartrand, James Brady, Harry Daniels, and Robert Doucette. In most cases, the copyright for this material remains with the individual who donated it; therefore, if you reproduce this material, you must contact that individual/institution for permission. You can also include reference to the original copyright owner as shown in the example below:

Here is a basic entry for such resources:

Adams, Howard. *The Métis People and Their Problems*. 1974. Collected by Marge Adams and Hartmut Lutz. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute, 26 May 2008. Web. 2 September 2009.

Chicago Manual of Style Guide for Resources on *The Virtual Museum of Métis History and Culture*

*The examples below are adapted from the note-bibliography style presented by CMS and favoured by the humanities, including history. Consult the *Chicago Manual of Style* for the more concise author-date format generally used in the natural sciences.

Generally, these are the data that must be included in a complete CMS citation and the order in which they must appear.

Author of the resource

Title of the resource

Title of the Website

Publisher or Sponsor of the Website

File format of document (in the case of multimedia files)

URL (Note: Chicago style does not require the URL to be enclosed in pointy brackets)

CMS recommends that you include a date of access only if the material is time-sensitive.

Print-based article (such as an essay):

Prefontaine, Darren R. and Karon L. Shmon. "The Sash." *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. <http://www.metismuseum.com/resource.php/00741>.

A Transcript of an Interview:

Allery, Alex. Interview by Maria Campbell. Transcript. February 28, 2007. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. <http://www.metismuseum.ca/resource.php/05878>.

Photographs/Images:

Fleury, Rose. *Josephete Tourond*. Ca. 1890. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Photograph. <http://www.metismuseum.ca/resource.php/10176>.

When a resource exists in one or more formats, or has been published by one or more institutions, CMS emphasizes citing the resource that you've actually consulted. However, you can indicate that the resource is available elsewhere, as shown in the example below. Please be aware, however, that if you reproduce the PAS images housed on *The Virtual Museum*, you must still contact the PAS for permission. Follow the link at: <http://www.metismuseum.ca/browse/index.php/443> for more information.

Cochin, Louis. *Métis Women and a Boy*. 1905. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Photograph. <http://www.metismuseum.ca/resource.php/03630>. Also available in hardcopy from the Provincial Archives of Saskatoon.

An audio file:

The Red River Jig. Perf. John Arcand. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Audio file. <http://www.metismuseum.ca/resource.php/01355>.

Transcribed song lyrics are treated in the same fashion as an audio file.

A video file, including oral history resources:

Pelletier, Gilbert. *Ghost Story*. May 30, 2006. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Video file. <http://www.metismuseum.ca/resource.php/05882>.

Digitized editions:

Flamont, Bruce. *AHLFRED SO L'ITEE (Alfred's Summer)*. Illus. Darryl W. Pelletier. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. Shockwave-Flash file. <http://www.metismuseum.ca/resource.php/05367>.

New-Breed Magazine on The Virtual Museum

Cite *New Breed Magazine* articles on *The Virtual Museum* using the following information:

Author of article
Title of article
Title of Magazine
Date of issue
Page number(s)
Title of website
Publisher of Website
File format of document
URL

Morin, David. "Métis Theme at 2008 Saskatchewan Book Awards." *New Breed Magazine*, Winter 1990, 1-2. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute. PDF file. <http://www.metismuseum.ca/resource.php/10481>.

A Resource from an Individual's Collected Papers, archived on *The Virtual Museum of Métis History and Culture*

Among the many resources housed on *The Virtual Museum* are the collected papers, artifacts, photographs, video clips, and audio clips of important Métis leaders, such as Howard Adams, Paul Chartrand, James Brady, Harry Daniels, and Robert Doucette. In most cases, the copyright for this material remains with the individual who donated it; therefore, if you reproduce this material, you must contact that individual/institution for permission.

CMS emphasizes referencing the source you've actually cited, and so it provides no guidelines for multiple publishers or copyright holders. Therefore, a basic entry for such resources looks like this:

Adams, Howard. *The Métis People and Their Problems*. *The Virtual Museum of Métis History and Culture*. Gabriel Dumont Institute.
<http://www.metismuseum.ca/resource.php/07404>.

American Psychological Association Style Guide for Resources on *The Virtual Museum of Métis History and Culture*

Generally, these are the data that must be included in a complete MLA citation and the order in which they must appear.

Author
Date of publication or most recent update
Title of document on Web site
Title of Website
Date of access
URL

Print-based article (such as an essay):

Prefontaine, D.R., and Shmon, K. L. (2003). *The Sash*. Retrieved from *The Virtual Museum of Métis History and Culture*: <http://www.metismuseum.com/resource.php/00741>.

A Transcript of an Interview:

Generally, the APA Publication Manual does not treat interviews as recoverable sources and so does not recommend a specific format for citing them. However, because the interviews on *The Virtual Museum* are stored in recoverable form as transcripts (or video or audio files; see below for citation format for these files), it is a good idea to include a reference following the format of a basic reference entry:

Allery, A. and Campbell, M. (2007). Interview. Retrieved from *The Virtual Museum of Métis History and Culture*: <http://www.metismuseum.ca/resource.php/05878>.

Photographs/Images:

Fleury, R. (Ca. 1890). *Josephete Tourond*. [Photograph] Retrieved from *The Virtual Museum of Métis History and Culture*:
<http://www.metismuseum.ca/resource.php/10176>.

Note: this format also applies to Provincial Archives of Saskatchewan (PAS) images housed on *The Virtual Museum*. If you are reproducing the image in your work, you must contact PAS directly. Follow the link at: <http://www.metismuseum.ca/browse/index.php/443> for more information.

An audio file:

Arcand, J. (Performer). (2003, May 30). *The Red River Jig*. [Audio file] Retrieved from *The Virtual Museum of Métis History and Culture*:
<http://www.metismuseum.ca/browse/index.php/939>.

A video file, including oral history resources:

Pelletier, G. (2009, May 14). *Ghost Story*. [Video file]. Retrieved from *The Virtual Museum of Métis History and Culture*: <http://www.metismuseum.ca/resource.php/02623>.

Pelletier, M., Campbell, M, and Dorion, L. (2000, June 24). Interview. [Video file]. Retrieved from *The Virtual Museum of Métis History and Culture*:
<http://www.metismuseum.ca/resource.php/02605>.

Digitized editions:

Flamont, B., and Pelletier, D. (2006). *AHLFRED SO L'ITEE (Alfred's Summer)*. Retrieved from *The Virtual Museum of Métis History and Culture*:
<http://www.metismuseum.ca/resource.php/05367>.

New-Breed Magazine on The Virtual Museum:

Morin, D. (2009, Winter). Métis Theme at 2008 Saskatchewan Book Awards. *New Breed Magazine*. Retrieved from *The Virtual Museum of Métis History and Culture*. <http://www.metismuseum.ca/resource.php/10481>.

A Resource from an Individual's Collected Papers, archived on *The Virtual Museum of Métis History and Culture*

Among the many resources housed on *The Virtual Museum* are the collected papers, artifacts, photographs, video clips, and audio clips of important Métis leaders, such as Howard Adams, Paul Chartrand, James Brady, Harry Daniels, and Robert Doucette. In most cases, the copyright for this material remains with the individual who donated it; therefore, if you reproduce this material, you must contact that individual/institution for permission.

APA style does not provide guidelines for acknowledging previous copyright holders or multiple publishers; therefore a basic entry for such resources looks like this:

Adams, H. (1974). *The Métis People and Their Problems*. Retrieved from *The Virtual Museum of Métis History and Culture*: <http://www.metismuseum.ca/resource.php/07404>.