



# Dr Paper for the Mac

## Serial number

1759241

## Tech support

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614.559.3970 10-5 EST, M-F

## Online Help

<http://thewritedirection.net/drpaper/help-mac>

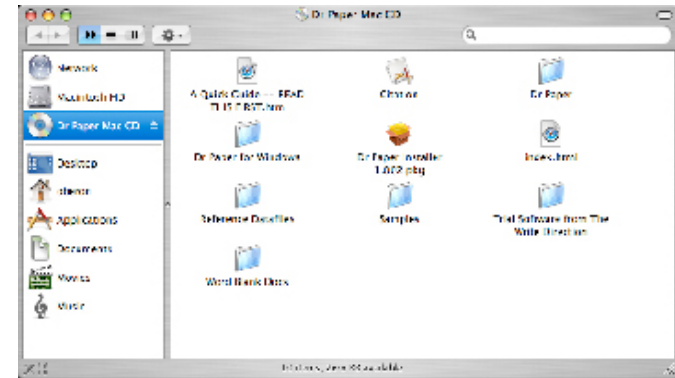
## WebLink

<http://apastyle.net/mac/1759241>

Oberon / The Write Direction 2008.

## Installation.

Insert the CD into your CD Rom drive, and then double click on the Dr Paper CD icon to view the CD contents. Double click on the file called Dr Paper Installer.



Dr Paper for the Mac, Version 1.0

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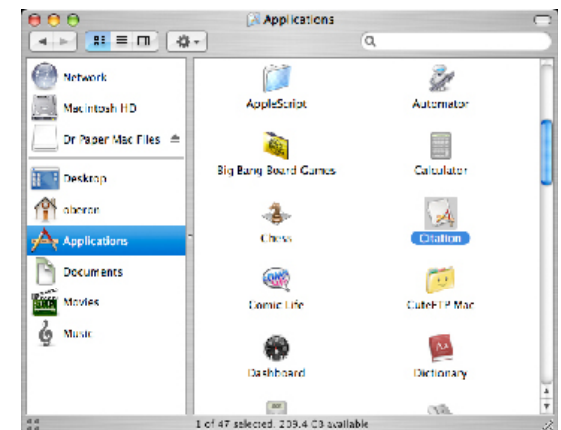
If the installer does not run, you will need to manually copy the Citation Reference Writing software to your Applications folder, and the Dr Paper Word Document Templates to your Office 2004 Templates folder:

First, copy the Dr Paper Templates to your Word 2004 Templates folder:

- 1 Ctrl+Click on the Dr Paper folder (on the Dr Paper Mac CD), and then click “Copy Dr Paper.”
- 2 Open your Applications folder. Click to open the Microsoft Office 2004 folder, and then open the Templates folder.
4. Now click Edit, Paste Item on the Finder menu.

Now copy the Citation application (the References Manager) to your Applications folder:

- 1 Ctrl+Click on the Citation icon, and then click “Copy Citation.”
- 2 Open your Applications folder, and click Edit, Paste Item on the Finder menu.



## Use the Dr Paper templates to create a formatted document for your paper.

- 1 Start Microsoft Word, and then click File, Project Gallery.
- 2 Click on the Dr Paper folder, and then click on one of the templates.

### APA Article:

This template for an APA Style document includes an abstract page; should be used for articles submitted to journals, and student papers longer than 15 pages.

### APA Paper:

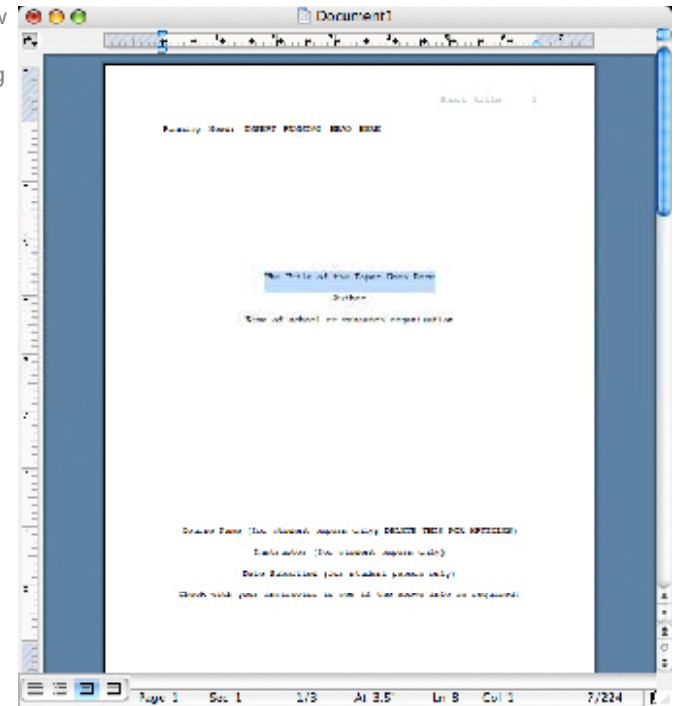
This template for an APA Style document does not include an abstract page, and should be used for most student papers.

### MLA Paper:

This template is set up to comply with the requirements for MLA Style papers.

- 3 Highlight the prompt text (e.g., Author), and replace it with the appropriate information.
  - Title (capitalize all significant words).  
Example: Watery Wind: Katrina's Impact
  - Author (This is you).  
Example: Lauren A. Winters
  - Your school.  
Example: The Ohio State University
  - Course, Instructor, Date submitted, if these are required by your instructor. (If you prefer, you can just delete these prompts).
  - Running head: [AN ABBREVIATION OF YOUR TITLE: ALL CAPS].  
Example: KATRINA'S IMPACT
  - Short title for the page header: First two or three words of your title. Double click on the Short Title to edit this text. When you are done, double click on the body of your paper.  
Example: Watery Wind
- 4 Save the docu-

ment with a new name, and then continue writing your paper.



## Use the Built in Styles for Section headings, long quotations, and body text.

Dr Paper creates a Word document with Styles that make it easy to conform to the APA rules for the way body text, quotations, and section headings should look. Take a moment now to practice a bit with these Styles. You can delete your practice text before you begin typing your paper:

- 1 Type a few nonsense sentences. This text is BODY TEXT; it is 12 point Courier New, double spaced, as it should be for an APA or MLA Paper (there is also a template with Times New Roman, if you prefer that font. Both are acceptable for APA or MLA papers).
- 2 Press Enter so that the cursor is on a blank line
- 3 Click Format, Styles to display the Style dialog. Click the Style called Heading 1.
- 4 Type the word Method, and press Enter.
- 5 Type another sentence. Notice the Style returns to BODY TEXT.

Use the built in Styles for Section Headings, Quotations longer than 40 words, Body text, and to make sure the Reference List is formatted correctly.

## Entering References with Citation

- 1 Use Finder to open the Applications folder, and double click on Citation.
- 2 On the Citation menu, click File, New Datafile, and select a form for your first record. Citation will display a blank record.

Note the prompts that display when you click in a text area (or field) that give you examples, showing how information should be entered. Names, for instance, should be entered like this:

Smith, Jane R.; Wilson, Peter; Jones, M. R.  
Samples:

- 3 Fill in the bibliographic information, and click File, Save.
- 4 Give the datafile for this paper a name, and then click OK.
- 5 Click Edit, Add Record to add another blank form for your next reference.

Continue clicking Edit, Add Record until you have entered bibliographic information for all the works you need to cite in your paper.

For more sample records, go to [apastyle.net/mac/help](http://apastyle.net/mac/help)

Citation - [dr paper files/samples/tutor.cit - unmodified]

Article in a Journal

Author	Wolf, Eric
Year	1990
Day/Month/Qttr	
Article Title	Distinguished lecture: facing power
Journal	American Anthropologist
Volume	92
Issue	
Inclusive Pages	586-596
Page (intext cite)	591
Keywords	APA 01. Journal article, one author; article, in a journal, pag
Abstract	In this essay, Wolf engages the problem of power and the issues that it poses for anthropological studies.

Reference: <http://citationonline.net/CitationHelp/styleguides/s045ajoi>

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Citation - [dr paper files/samples/tutor.cit - unmodified]

Internet: WWW Journal or magazine article

Author	Hall, Kevin C.
Year	2005
Day/month	August 29
Accessed (DMY)	September 25, 2005
Page title	Economic effects of Katrina will be widespread
Description	
Journal	Kansas.com: The Wichita Eagle
Volume	
Issue/Edition	
Section/Page	
Page (intext cite)	
URL	<a href="http://www.kansas.com/mlid/kansas/125063">http://www.kansas.com/mlid/kansas/125063</a>
Keywords	
Abstract	Direct Text: WASHINGTON   Hurricane Katrina has come ashore Monday, but her economic landfall is sure to linger across the United States and the globe.

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## Inserting Author-Date Cites in your paper

- 1 Put the cursor where you want the cite to be placed in your paper (in Word), and then click on Citation.
- 2 Find the notecard in Citation for the work you want to cite, and click Format, Intext cite in Preview Box. Make sure the Style is set to In-text cite, Author-Date APA.
- 3 Click the Copy button.
- 4 Click on your document, and then click Edit, Paste in Word to insert the cite.

Note:

You can find records in Citation by using the Page Up and Page Down key on your keyboard, or by clicking View, Short List, and double clicking on any of the entries in the list.

Citation - [dr paper files/samples/katrina.cit]

Internet: WWW Journal or magazine article

Author	England, Michael
Year	2005
Day/month	September 7
Accessed (DMY)	September 25, 2005
Page title	Katrina's "unique" economic impact
Description	special report
Journal	BusinessWeek Online
Volume	
Issue/Edition	
Section/Page	
Page (intext cite)	
URL	<a href="http://www.businessweek.com/jwdaily/onfast/sep2005/nf2">http://www.businessweek.com/jwdaily/onfast/sep2005/nf2</a>
Keywords	
Abstract	One final note: it's worth remembering that prospects for U.S. GDP growth were quite encouraging before Katrina, and our forecasts for the third and fourth quarters previously sat well above most market estimates. Of course, our GDP estimates will remain quite sensitive over the days and weeks ahead to emerging damage and repair estimates, as well as political reactions to spending plans.

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Current Record Preview - In-text cite, Author-Date, APA

(England, 2005)

Page 1 of 1, 1/9, Mr, In, On, 5/11/05

