

This infographic provides the following information:

1. Is it a quotation?
 - If "yes": you need to cite that.
 - If "no": move on to the next question.
2. Is it a summary or paraphrase of someone else's ideas?
 - If "yes": you need to cite that.
 - If "no" because it's your own thoughts and your own words: no citation is needed.
 - If "no" because you're dealing in facts or figures: move on to the next question.
3. Are the facts common knowledge to your audience?
 - If "yes": no citation is needed.
 - If "no": you need to cite that.