Author(s):
- Must be a **REAL person’s name** like John Smith
- Usually found at the top or bottom of the informational text on the web page
- Many web pages do not have an author; if there is **NO author**, write the word None on the author line to tell yourself that you looked and there was no author.

Sponsoring Org/Publisher:
- Name of the company, vendor or organization that is **responsible** for the web page and the information on it. If there is no author, you **MUST** find a company or organization.
- Usually found at the **bottom of the web page** somewhere near the publication date but could be at the top for some web pages.

Web Page Name (Title):
- It is the Name of the **web page or article on the web page** that you want to take notes from
- Found at the **center top of the web page** and describes the information on the page.
- Also found in the **browser bar** or **browser tab** at the top of the screen.

E-Publication Date:
- The **Copyright** date or **Last Updated** date of the web page **you are taking notes from**.
- Usually at the bottom of the web page (look for “copyright” or c in a circle or “last updated”)
- If not found, look for updated or copyright date on web site **Home** page.

Web Site Name:
- Name of **Home Page** of the **web site**. Often is same name as the organization.
- Go to the Home Page for the web site that your webpage is from (**find a Home link** or a **logo image** at top left of screen or **back space URL** to where the URL (address) ends with .com or .org or .gov, etc., for the web page you are on.)
- Look for the name (title) for the Home page – either in **center top of the Home page** or in the **browser bar** or **browser tab** at the top of the **Home** page screen.

URL of Website:
- Address of the website **Home Page** – ex. **http://www.nasa.gov**
- Found in the URL or address bar at the top of the Home page of the website your web page is from.