

MLA Style: Documenting Your Sources

Modern Language Association Style, 7th Edition (2009)

Modern Language Association (MLA) is a documentation style used for writing papers and citing sources. It is frequently used in the humanities and liberal arts.

The following information is a simplified guide to MLA style. It is based on the *Seventh Edition* of the **MLA Handbook for Writers of Research Papers**.

For additional resources on MLA format, see the *How to Write a Research Paper* section of the PCC library home page (<http://www.pima.edu/library/>).

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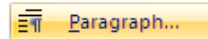
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Part 1 Formatting a Works Cited Page

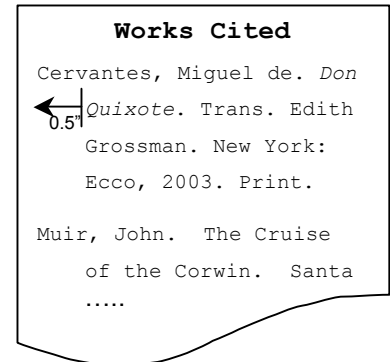
The *Works Cited* or *References* page is an alphabetical list of all the sources you cite in your paper. Every source you want to use in your paper must be listed on the works cited page.

Here are some basic rules to follow when making your Works Cited page:

- The Works Cited page should be placed at the **end of your paper**.
- The Works Cited page should begin on a **new page**.
- The Works Cited page should be **double spaced** and the second line of each entry should be a **hanging indent** (see example on right). To get this in MS Word:
 - Select all text, and then right-click it.
 - From the pop-up menu, select *Paragraph*.
 - To **double-space** the text, under Spacing, Line Spacing, select *Double*.
 - To add a **hanging indent**, under Indentation, Special, select *Hanging*. This indents the lower lines of each entry 0.5" from the left.
- **Alphabetize** each entry/reference on your Works Cited page by author's last name, or if the author's name is not given, by the title of the first work.



Example:



Next, create individual entries/references for each of your sources according to the proper MLA citation format...

Part 2 Create Individual References for Your Sources

This section gives you “recipes” for creating individual entries/references for your sources. Find the recipe that matches your source. For example, there is a recipe for a BOOK in the next section, with examples for “One Author” and other situations. Use the recipe to plug in your book’s author, title, etc. in the correct order.

General rules

- If your source lacks one of the ingredients in the recipe, you can **ignore that ingredient** and continue. For instance, if your book doesn’t list an *author*, you can skip it and go on to the *title*.
- Pay close attention to *italicized and capitalized text*. Make sure to *italicize* *Capitalize* book and periodical titles as shown in the recipes below.
- For correct information, such as the book title, cities, and publisher, consult the **title page of the book** (not the book’s cover). The copyright date is found on the next page, next to the © symbol, for example, © 2009

Medium of Publication

In the recipes below, you will also notice a place for the “Format” of your source. The “Format” is the **medium of publication**. For more on formats, see MLA 5.7. Here are the most common formats you would use:

Print – any printed book, magazine, journal, encyclopedia, etc.

Web – websites, scholarly articles from online databases, online newspaper and magazine articles.

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Special Formatting Requirements

Books Titles (as well as journal, magazine, newspaper, encyclopedia, and database titles) should be ***italicized and capitalized***

Article titles should be in “**quotation marks**”

Helpful abbreviations:

No date = **n. d.**

No place of publication = **n. p.**

No publisher = **n. p.**

No pagination = **n. pag.**

1. FORMATTING FOR AUTHOR NAMES

When listing the author(s) of a source, a number of general rules should be followed **across all publication formats**. In general, author last names are listed, followed by their first name, and middle initial.

Refer to the adjacent examples for different author conditions.

One Author	Lopez, Maria.
Two Authors	Lopez, Maria, and John Fox.
Three Authors	Lopez, Maria, John Fox, and Amy Moran.
Four or More Authors	Lopez, Maria, et al. ("et al." means "and others.")
Organization as Author	Pima Community College.
No Author	<skip author, and begin with title of resource>

2. BOOKS


BASIC FORMAT FOR PRINTED BOOKS

Author. *Title of the Book: Subtitle of the Book*. Place of Publication: Publisher, Year of publication. Print.

BASIC FORMAT FOR ELECTRONIC BOOKS (E-BOOKS)

Author. *Title of the Book: Subtitle of the Book*. Place of Publication: Publisher, Year of publication. *Source*. Web. Date of access.

- ✓ The *Source* is the name of the database where the e-Book is located, and should be *italicized*

Type of Book	Examples
One Author	Rowling, J. K. <i>Harry Potter and the Goblet of Fire</i> . New York: Scholastic, 2002. Print.
No place of publication; no publisher; no date	McBride, Sara. <i>Is Fluoridated Water Actually Harmful?</i> Pamphlet. N.p.: n.p., n.d. Print.
Translator	Cervantes, Miguel de. <i>Don Quixote</i> . Trans. Edith Grossman. New York: Ecco, 2003. Print.
Book published in 2 nd or subsequent edition	Tortora, Gerard J., Berdell R. Funke, and Christine L. Case. <i>Microbiology: An Introduction</i> . 8th ed. San Francisco: Benjamin-Pearson, 2004. Print.
Book with editors instead of authors	Kennedy, X. J., Dorothy M. Kennedy, and Jane E. Aaron, eds. <i>The Brief Bedford Reader</i> . 9 th ed. Boston: Bedford-St. Martin's, 2006. Print. <ul style="list-style-type: none"> ✓ An edited book is a collection of articles or chapters, often written by various authors. It has an editor instead of an author. ✓ Use the example above if you are citing the book <i>as a whole</i>. To cite one of the <i>articles</i> in the book, see section 2, "Article or Chapter in a Book."
 Electronic Book (E-Book)	Benn Bennis, Warren G. <i>Managing People Is Like Herding Cats</i> . Provo, UT: Executive Excellence, 1997. <i>NetLibrary</i> . Web. 1 Apr. 2007 <ul style="list-style-type: none"> ✓ Notice that the format has been changed to "Web", and there is now a Source (name of database)

3. ARTICLE OR CHAPTER IN A BOOK (Encyclopedias, Dictionaries, and Anthologies)

BASIC FORMAT FOR WIDELY-USED, PRINTED REFERENCE BOOKS:

Author. "Title of the Article." *Encyclopedia/Dictionary Title*. Edition. Year. Print.

BASIC FORMAT FOR SPECIALIZED REFERENCE BOOKS OR ARTICLES IN ANTHOLOGIES:

Author. "Title of the Article." *Encyclopedia/Dictionary Title*. Edition. City: Publisher. Year. Page range. Print.

BASIC FORMAT FOR ELECTRONIC REFERENCE BOOKS AND ANTHOLOGIES (found in library databases):

Author. "Title of the Article." *Title of Overall Website*, Edition. Publisher. Date of publication. Web. Date of Access.

Type of Article	Example
Article in a widely used encyclopedia or dictionary	Doyle, Jeffrey Scott. "Handgun." <i>World Book Encyclopedia</i> . 2007 ed. Print. ✓ Widely used reference books have a simplified format.
Article in a specialized reference work or anthology*	Staples, Brent. "Black Men and Public Space." <i>The Brief Bedford Reader</i> . Ed. X. J. Kennedy, Dorothy M. Kennedy, and Jane E. Aaron. 9 th ed. Boston: Bedford-St. Martin's, 2006. 181-83. Print. ✓ For reference works in encyclopedias and dictionaries, omit the page numbers if articles are in alphabetical order
Electronic encyclopedia or dictionary article from a library database	"de Kooning, Willem." <i>Encyclopedia Britannica Online</i> . Encyclopedia Britannica, 2009. Web. 20 July 2009. ✓ Publication date is same as edition, in some cases. If no specific date is given, look for the copyright year at the bottom of the page.

* For articles in the Gale Literary Criticism Series (e.g. *Contemporary Literary Criticism (CLC)* and *Twentieth Century Literary Criticism (TCLC)*), see our handout titled *MLA STYLE: GALE LITERARY CRITICISM SERIES* for guidelines on formatting references in either print or electronic format.

4. ARTICLE IN A JOURNAL, MAGAZINE, OR NEWSPAPER

BASIC FORMAT FOR ELECTRONIC ARTICLES (found in library databases):




Author. "Title of the Article." *Title of the Journal* volume#.issue# (Year published): Page range. *Name of the Database*. Web. Date of access.

- ✓ Use the PDF version of the article (if available) to get the correct page range.
- ✓ If page information is unavailable, use the abbreviation "n. pag."

BASIC FORMAT FOR PRINTED ARTICLES:

If you have a source in printed format, use the following basic format:

Author. "Title of the Article." *Title of the Journal* Volume#.issue# (Year published): Page range. Print.

Type	Example
 Electronic Journal Article (from a library database)	Griffin, James. "What Do Happiness Studies Study?" <i>Journal of Happiness Studies</i> 8.1 (2007): 139-148. <i>Academic Search Premier</i> . Web. 1 Apr. 2009.
 Electronic Magazine Article (from a library database)	Beatty, J. Kelly. "Double Trouble among Near-Earth Asteroids." <i>Sky and Telescope</i> July 2002: 23. <i>MasterFILE Premier</i> . Web. 1 Apr. 2009. ✓ Magazines generally have no volume or issue, so just include the Day, Month, and Year of publication, without parentheses. For magazines published monthly or quarterly, you only need to include the Month and Year.
 Electronic Newspaper Article (from a library database)	Battersby, John. "Nelson Mandela's Moral Legacy." <i>Christian Science Monitor</i> 10 May 1999: N.pag. <i>ProQuest Newspapers</i> . Web. 1 Apr. 2009. ✓ For local newspapers, include the city and state in brackets after the title of the newspaper.

5. WEB SITES

BASIC FORMAT FOR WEB SITES:

Author. "Title of the Page." *Title of the Web Site*. Version or Edition. Publisher or Sponsor. Date of publication. Format. Date you accessed it.

- ✓ You can skip any elements (above) that your web site lacks.
- ✓ If there is no date, write n.d. If there is no Publisher or Place of publication, write n.p. Otherwise, skip the element.
- ✓ **MLA no longer requires use of URLs in citations.** At your option, you may choose to give a URL for the page. It goes after the access date.

e.g. 7 May 2009 <http:www.mla.org>.

- ✓ If a URL must be divided between two lines, break it only after a slash. Do not add a hyphen.

Type	Example
Basic Web site	Strong, Michael. "Forget the World Bank, Try Wal-Mart." <i>TCS Daily</i> . Tech Central Station. 22 Aug 2006. Web. 1 Apr. 2009.
Web site with URL included	Garber, Steve. "Introduction." <i>NASA Apollo 11 30th Anniversary</i> . National Aeronautics and Space Administration. 20 Sept. 2002. Web. 20 July 2009. <http://history.nasa.gov/ap11ann/introduction.htm>

6. OTHER COMMON FORMATS

The table below has some other common formats you may come across. If your source isn't listed, refer to MLA Handbook for Writers of Research Papers for additional examples for things like performances, works of art, maps, legal sources, government documents, etc.

Type	Example
Film (in DVD format)	<i>Harry Potter and the Goblet of Fire</i> . Dir. Mike Newell. Perf. Daniel Radcliffe, Rupert Grint, Emma Watson, Robbie Coltrane. Warner Home Video, 2006. DVD. <ul style="list-style-type: none"> ✓ For films, include the <i>Title of the film</i>, director, main performers (optional), distributor of the DVD, year of publication, and format. ✓ At your option, you may provide the year the film was originally released. Place it before the distributor. Close with a period. ✓ If you are referring to a movie in the theaters, use "Film" for the format. For a VHS video, use "Videocassette".
Interview published in a daily newspaper	Spears, Britney. "Pop's Baddest Good Girl." <i>Hollywood Reporter</i> . 2 Dec. 2002: S6. Print. <ul style="list-style-type: none"> ✓ Interviews begin with the person being interviewed. ✓ Remaining format is based on where the interview is published, e.g. magazine, newspaper, web site so follow rules for those formats
Interview that you conducted in person	Olsen, Lute. Personal interview. 23 Feb. 2007. <ul style="list-style-type: none"> ✓ If interview was done over the phone, replace <i>Personal Interview</i> with <i>Telephone Interview</i>.
TV or radio broadcast	"The Phantom of Corleone." Narr. Steve Kroft. <i>Sixty Minutes</i> . CBS. WCBS, New York, 10 Dec. 2006. Television. <ul style="list-style-type: none"> ✓ Radio broadcasts have the same format, just replace the format, <i>Television</i>, with <i>Radio</i>.

Part 3 Create In-Text Citations (Parenthetical Citations)

Now that you have your Works Cited page, you need to go back to your paper to add in-text citations. These "in text citations" point your reader to specific entries on the Works Cited page.

In-text citations include:

- Last name(s) of the author(s) – see the examples below for how to handle citations for different situations, such as different number of authors.
- Page number of the article or book you are citing – always in parentheses.

You MUST cite a source whenever you quote from it, paraphrase it, or discuss it.
If you don't cite the source, then it's plagiarism.

You can cite references either within the text, or at the end of a sentence using parentheses:

- Citation within the text: Smith and Jones dispute the Committee's conclusion (10).
- Citation within parentheses: Some researchers strongly dispute the Committee's conclusion (Smith and Jones 10).

Examples:

- Citation within the text: Smith and Jones strongly dispute the Committee's conclusion (10).
Citation within parentheses: Some researchers strongly dispute the Committee's conclusion (Smith and Jones 10).
One, two, or three authors: (Jones 7), (Dunn and Diaz 44), (Lott, Bok, and Till 9)
Four or more authors: (Phipps et al. 45) OR (Phipps, Jones, Soto, and Blake 45)
No author (for an article): ("Economy Perks Up" 11) **notice the use of quotation marks
No page number: (Jones) OR "Jones states that..."