

MLA

(Modern Language Association)

Paper Format and Works Cited Guide

“MLA style is most commonly used to write papers and cite sources within the liberal arts and humanities. MLA style provides writers with a system for referencing their sources through parenthetical citation in their essays and Works Cited pages.

Writers who properly use MLA also build their credibility by demonstrating accountability to their source material. Most importantly, the use of MLA style can protect writers from accusations of plagiarism, which is the purposeful or accidental uncredited use of source material by other writers” (The Purdue OWL).

Formatting

1. FONT

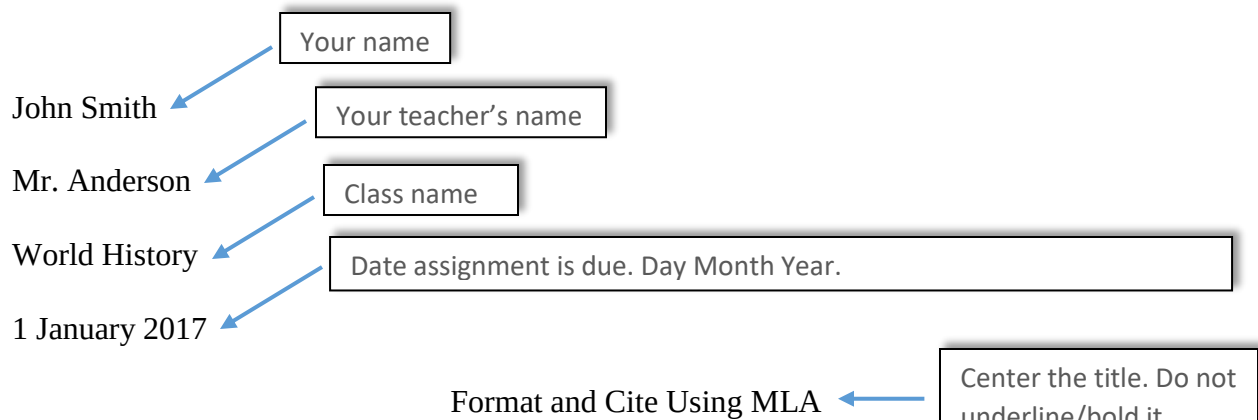
- Times New Roman
- 12 pt.
- Black

2. SPACING

- Double space the entire document (including the Works Cited page)
- Indent each paragraph
- No space between paragraphs

3. MARGINS

- 1 inch on all sides



Indent

Your title should be in the center of the page. Do not underline or bold the title of your paper. Capitalize all of the important words in your paper's title. Make sure you spell out the month. Do not abbreviate. Do not include the date on which you wrote your paper. The date should reflect the date that the paper is due.

No space between paragraphs

This is the beginning of a new paragraph, so the sentence is indented. Each paragraph after this will also be indented. There should be no extra spacing between the paragraphs. Everything should be double spaced.

Citations

WHY:

- Gives credit to the person(s) who wrote the source
- Proves your information is valid
- Others can find the same sources you used
- Expected in college and future jobs

WHAT:

There are many different types of sources - these are called 'mediums'.

Here a list of the most common:

- Print (books, newspapers, photos)
- Web (article, site, online newspaper)
- CD/DVD (music, movies)
- Personal Interview
- Phone Interview
- and more!

PREP YOUR PAGE:

Before starting your Works Cited page, you will need to create a “hanging indent”, which will help you format your list of sources. To do that, click on the tiny arrow in the corner of the paragraph section in your Word taskbar. Under ‘indentation’ select ‘special’ and choose ‘hanging’ from the pulldown menu. This will create that indent for your 2nd and 3rd lines of your resource list.

Indent the 2nd,
3rd, etc. line

Works Cited

Center “Works Cited”.
Do not underline/bold.

Dean, Cornelia. "Executive on a Mission: Saving the Planet." *The New York Times*, 22 May

2007, www.nytimes.com/2007/05/22/earth/22ander.html?_r=0. Accessed 12 May 2016.

Ebert, Roger. Review of *An Inconvenient Truth*, directed by Davis Guggenheim. *rogerebert.com*,

1 June 2006, www.rogerebert.com/an-inconvenient-truth. Accessed 15 June 2016.

Gowdy, John. "Avoiding Self-organized Extinction." *International Journal of Sustainable*

Development, vol. 14, no. 1, 2007, pp. 27-36.

Leroux, Marcel. *Global Warming: The Erring Ways of Climatology*. Springer, 2005.

The Works Cited section should be on its own page.
It should be the last page of your document.

Resources should be listed in alphabetical order.

Italicize

Book

Author Last Name, Author First Name. *Title of Book*. Publisher, Publication Date.

Book with one author:

Henley, Patricia. *The Hummingbird House*. MacMurray, 1999.

Book with two authors:

Gillespie, Paula, and Neal Lerner. *The Allyn and Bacon Guide to Peer Tutoring*. Allyn and Bacon, 2000.

Book with three or more authors:

Wysocki, Anne Frances, et al. *Writing New Media: Theory and Applications for Expanding the Teaching of Composition*. Utah State UP, 2004.

Website

MLA only requires the www address, so eliminate all https:// when citing URLs.

Citing an Entire Web Site

Website name is italicized

Felluga, Dino. *Guide to Literary and Critical Theory*. Purdue U, 28 Nov. 2003, www.cla.purdue.edu/english/theory/. Accessed 10 May 2016.

A Page on a Website

Article name is in quotation marks

Date the article was created

"Athlete's Foot - Topic Overview." *WebMD*, 25 Sept. 2014, www.webmd.com/skin-problems-and-treatments/tc/athletes-foot-topic-overview. Accessed 4 June 2015.

Date you looked at the website

An Article in a Web Magazine

Bernstein, Mark. "10 Tips on Writing the Living Web." *A List Apart: For People Who Make Websites*, 16 Aug. 2002, www.alistapart.com/article/writeliving. Accessed 4 May 2009.

A YouTube Video

Video name is in quotation marks

Account name

"8 Hot Dog Gadgets put to the Test." *YouTube*, uploaded by Crazy Russian Hacker, 6 June 2016, www.youtube.com/watch?v=WBlpjSEtELs. Accessed 11 December 2017.

Author Last Name, Author First Name

Photograph, Painting, or Sculpture

Provide the artist's name, the title of the artwork in italics, the date of composition, and the medium of the piece. Finally, provide the name of the institution that houses the artwork followed by the location of the institution.

Goya, Francisco. *The Family of Charles IV*. 1800, oil on canvas, Museo del Prado, Madrid.

Personal Interview

Personal interviews refer to those interviews that you conduct yourself. List the name of the interviewee. Include the descriptor 'Personal interview' and the date of the interview.

Smith, Jane. Personal interview. 19 May 2014.

Published Interview (Print or Broadcast)

List the interview by the full name of the interviewee. If the name of the interview is part of a larger work like a book, a television program, or a film series, place the title of the interview in quotation marks. Place the title of the larger work in italics. If the interview appears as an independent title, italicize it. For books, include the author or editor name after the book title.

Gaitskill, Mary. Interview with Charles Bock. *Mississippi Review*, vol. 27, no. 3, 1999, pp. 129

Amis, Kingsley. "Mimic and Moralist." *Interviews with Britain's Angry Young Men*, By Dale Salwak, 1984.

Online-only Published Interview

Same as above, and add the URL with the date accessed at the end.

Zinkievich, Craig. Interview by Gareth Von Kallenbach. *Skewed & Reviewed*, 27 Apr. 2009, www.arcgames.com/interviews. Accessed 15 May. 2009.

Article in a Newspaper

Author(s). "Title of Article." *Title of Newspaper*, Day Month Year, pages.

Brubaker, Bill. "New Health Center Targets County's Uninsured Patients." *Washington Post*, 24 May 2007, p. LZ01.

Krugman, Andrew. "Fear of Eating." *New York Times*, 21 May 2007, late ed., p. A1.

If the newspaper is a less well-known or local publication, include the city name in brackets after the title of the newspaper.

Trembacki, Paul. "Brees Hopes to Win Heisman for Team." *Purdue Exponent* [West Lafayette, IN], 5 Dec. 2000, p. 20.

Parenthetical In-Text Citation: placing relevant source information in parentheses after a quote or a paraphrase in the body of your paper. Any information that you provide in your paper must correspond to the information on the Works Cited page.

Wordsworth stated that Romantic poetry was marked by a "spontaneous overflow of powerful feelings" (263).

Romantic poetry is characterized by the "spontaneous overflow of powerful feelings" (Wordsworth 263).

Wordsworth extensively explored the role of emotion in the creative process (263).

Citation:

Wordsworth, William. *Lyrical Ballads*. Oxford UP, 1967.

No known author

When a source has no known author, use a shortened title of the work instead of an author name. Place the title in quotation marks if it's a short work (such as an article) or italicize it if it's a longer work (e.g. plays, books, television shows, entire Web sites) and provide a page number if it is available.

We see so many global warming hotspots in North America likely because this region has "more readily accessible climatic data and more comprehensive programs to monitor and study environmental change . . ." ("Impact of Global Warming").

Citation:

"The Impact of Global Warming in North America." *Global Warming: Early Signs*. 1999.
<http://www.climatehotmap.org/>. Accessed 23 Mar. 2009.

Help

<https://owl.english.purdue.edu/owl/resource/747/01/>

<http://www.citationmachine.net>

<http://www.easybib.com/>

Always remember that your teacher has the final say in formatting. If you have a question about MLA that the websites cannot answer, it is up to your teacher to tell you how to do it, and you must follow his/her instruction.

Reminders

*Cite word-for-word quotes.

*Cite information you get from a source, even if it isn't word-for-word.

*You do not need to cite your analysis of information, just the information itself (basically, don't cite your own words).

*You do not need to cite common facts ("The Declaration of Independence was signed on July 4th." "The Earth is round." "There are 24 hours in a day." Etc.)

*When in doubt, cite your source as a book.

*If any of the required information for your citation is not listed, just leave it out.