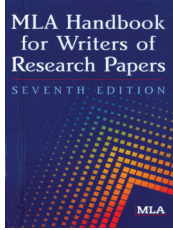




# ERC Quick Guide: Citing Sources Using MLA Format

For more examples of MLA citation practices, see:



- *MLA Handbook for Writers of Research Papers*, 7<sup>th</sup> ed. (available at the ERC, under call # 808.027 M6859 - copies in Reference and Main Stacks)
- *MLA Formatting and Style Guide by the Purdue University Online Writing Lab* - <http://owl.english.purdue.edu/owl/resource/747/01/>

## Notes on MLA Format

- Entries on your “Works Cited” page should be in **alphabetical order and double-spaced**. (*All examples in this handout are single-spaced to save room.*)
- Make sure that all entries have **proper indentation**— i.e. the second and following line(s) for any entry should be indented 1/2 inch from the left margin. This is called a hanging indent.
- If you cannot find an author’s name, skip it and go on to the next part of the citation that you do have.
- Use the following abbreviations as appropriate: **n. pag.** (no page numbers); **n.p.** (no publisher or site sponsor indicated); **n.d.** (no date of publication).
- Capitalize each word in the title, but do not capitalize short words like articles or prepositions unless one is the first word of the title or subtitle (ex. *The Art of War*, *Gone with the Wind*).
- MLA is flexible and sometimes you must improvise to cite elements not found in the MLA handbook.

## BOOKS (Print):

**Author Last, First M. Book Title. City Published: Publisher, Year Published. Print.**

### Notes:

- For print books, citation information should come from the title page and/or copyright page of the book, not the cover.
- If the city of publication is not a well-known city, include the state abbreviation in all caps (ex. Westport, CT).

### Book By a Single Author

Ex. Dittman, Michael J. *Masterpieces of Beat Literature*. Westport, CT: Greenwood, 2007. Print.

### Book by Two or Three Authors

Ex. Parrot, Andrea, and Nina Cummings. *Forsaken Females: The Global Brutalization of Women*. Lanham, MD: Rowman & Littlefield, 2006. Print.

**Note:** If there are more than three authors, cite only the first author and add *et al* (“and others”).

### Article in a Specialized Reference Work

Ex. Abraham, Nabeel. “Arab Americans.” *Gale Encyclopedia of Multicultural America*. Ed. Jeffrey Lehman. 2<sup>nd</sup> ed. Vol. 1. Detroit: Gale, 2000. Print.

### A Work (essay, poem, or short story) in an Anthology or Edited Collection

Ex. Soto, Gary. “One Last Time.” *The Blair Reader*. Eds. Laurie G. Kirschner and Stephen R. Mandell. 6<sup>th</sup> ed. Upper Saddle River, NJ: Pearson-Prentice Hall, 2008. 16-23. Print.

## BOOKS (Electronic):

**Author Last, First M. Book Title. Website Name. Publisher, Publication Date. Web. Day Month Year of Access.**

Ex. Millton, Michael. *Head First Data Analysis*. *Safari Books Online*. O’Reilly Media, 3 Aug. 2009. Web. 5 Aug. 2009.

## PERSONAL INTERVIEW:

**Interviewee Last, First M. Interview Type (Personal, Telephone, E-mail). Day Month Year of Interview.**

Ex. Smith, John. Personal Interview. 10 August 2008.

Continued →

## PERIODICALS:

**Note:** Do not include volume number for magazines or newspapers, even if available.

### Scholarly Journal—Print or Web

**Author Last, First M. "Article Title." *Journal Title* Volume.Issue (Year Published): Page Numbers. Print or Web.**

**Day Month Year of Access (Web only).**

**Ex.** Burke, Marina, Jeremy Boal, and Ruth Mitchell. "Communicating for Better Care: Improving Nurse-Physician Communication." *American Journal of Nursing* 104.12 (2004): 40-48. Print.

### Magazine Article—Print or Web

**Author Last, First M. "Article Title." *Journal Title* Publication Date: Page Numbers. Print or Web.**

**Day Month Year of Access (Web only).**

**Ex.** Begley, Sharon. "It Pays to be Nice: How Emotions Shape Our Economic Decisions." *Newsweek.com* 10 Sep. 2009: n. pag. Web. 10 Sep. 2009.

### On-Line Database

**Author Last, First M. "Article Title." *Periodical Title* Publication Date (or Volume.Issue (Year Published)) if**

**Scholarly Journal): Page Numbers. *Electronic Database Title*. Web. Day Month Year of Access.**

**Ex.** Shulman, Robin. "Governors Call for \$1 Trillion Stimulus to Offset Budget Cuts." *Washington Post* 3 Jan.09: A02. *LexisNexis Academic*. Web. 1 Sep. 2009.

## WEB PUBLICATIONS:

### An Entire Web Site

**Website Name. Website Publisher/Sponsor, Day Month Year of Publication. Web. Day Month Year of Access.**

**Ex.** *About.com*. The New York Times Co., 2009. Web. 5 Aug. 2009.

### Article from a Web Site

**Author Last, First M. "Article Title." Website Name. Website Publisher/Sponsor, Day Month Year of Publication. Web.**

**Day Month Year of Access.**

**Ex.** "Underwater Engineers: Princeton Students Design ROVs." *Ohio.gov: Department of Education*. Ohio Department of Education, n.d. Web. 3 Aug. 2009.

## RECORDED FILM (DVD, Videocassette):

**Title. Director. Other key individuals if desired (performers, writers, etc.) . Distributor, Distribution Date. DVD/Videocassette.**

**Ex.** *American President*. Dir. Rob Reiner. Perf. Michael Douglas and Annette Bening. Warner Home Video, 1999. DVD.

## ONLINE MEDIA (Online Video Clip, Webcast):

**Author Last, First M. (or Corporate Author). "Document or File Title." Document/File Date. Website Title. Medium.**

**Day Month Year of Access.**

**Ex.** "JK Wedding Entrance Dance". n.d. *YouTube*. Online Video Clip. 02 Sep. 2009.

## BLOGS, LISTSERVS, WIKIS:

**Author Last, First M. "Posting Title." Website Name. Publisher, Posting Date. Web. Day Month Year Accessed.**

**Ex.** Bartholomew, Anne. "Omni Daily Crush: What We Eat When We Eat Alone." *Omnivoracious*. Amazon.com, 2009. Web. 17 Aug. 2009.

**Note:** Use screen name as author name when author name is not known. If both names are known, place the author's name in brackets (ex. Funnyman123 [John Smith]).

### Questions? Ask a Librarian!

The Educational Resources Center (ERC) Columbus Hall  
Reference Desk: 614.287.2460 <http://www.csc.edu/library>