MLA Documentation

IMPORTANT: See page 5 for “MLA Factoids” and help in formatting the list of references. See the last page for a sample. If you need citations for items that are not listed in this guide sheet, contact the librarians.

Books
Do not use any states in the location part of the citations.

Single Author (UP stands for University Press.)

Two or Three Authors (Notice: The second and third authors have the first name first. Federation P is Federation Press.)

More Than Three Authors: Brown, Frank, et al.


Corporate Author

Edited Book (U of Cambridge P is University of Cambridge Press)

Chapter in Anthology or Compilation
Explanation of citation:
Author(s) of Chapter. “Chapter Title.” Title of Book. Ed. followed by the editor’s name or editors’ names. City: Publisher, Copyright Year. Pages of Chapter.

Chapter in a Volume in a Series

Pamphlets
Cite a pamphlet as you would a book.

Encyclopedias
Dictionaries


Government Publications


Magazine Articles

NOTE: If the pages are not consecutive, use the first page followed by a +. Example: 23+. (The title of the article is in quotation marks and the title of the magazine is underlined.)


Journal Articles

Articles in journals are written by experts for experts in the field. 
NOTE: If the pages are not consecutive, use the first page followed by a +. Example: 23+. (The title of the article is in quotation marks and the title of the journal is underlined.)

Journal Paginated by Issue (The numbering of pages starts over with each issue. The volume is 181 and the issue number is 3.)


Journal with Continuous Pagination (The numbering of pages continues from issue to issue. The volume number is 90 and the issue number is not listed.)


Library Subscription Service (EBSCO)

In using an HTML, if only the first page number is given, give the page number followed by a hyphen, a space, and a period. Example for page 58: 58- .

Author. “Title of Article.” Title of Magazine Day Month Year: Page Number. Database.

EBSCO. Kirkwood Community College, Lib., Cedar Rapids, IA. Access Date

Smith, Gary. “Onward to the Top.” Successful Business. 22 May 2003: 58-. Academic

Internet Sources

Divide a URL after a slash or before a period. Ideally, the URL of the exact document you consulted should be given. If the URL is long and complicated, it is preferable to give the URL of the site’s home page, if such a page exists. Follow the URL with the word Path and a colon and then list the links. Example: <http://www.smu.edu> Path: Abstracts; K-O.

Explanation of following citation:
“Title of Page.” no date, update or the copyright date. Date of Access <web address>.

No Author and No Date

Author and Date
Explanation of following citation:
Author. “Title of Page.” Update or if it is the current year, you can use the copyright year. Access Date. <web address>.


Internet Magazine
Explanation of following citation:
Author. “Title of Article.” Title of Magazine Date of Magazine: pages of article. Date of Access <web address>.


Home Internet

Newspaper Articles
NOTE: If the pages are not consecutive, use the first page followed by a +. Example: A23+.


Editorial

Personal Interviews

Letters or E-Mails
Ahmed, Mohammed. E-mail to the author. 7 May 2000.

Television Programs
Films


Literary Criticism

Magazine Article Cited


Book Cited


Opposing Viewpoints (Rpt. is Reprint; n. pag. is no pagination)

Explanation of following citation:

Author of Chapter. “Chapter Title.” Book Title. Ed. Editor of the Book. City: Publisher, Year. All Chapter Pages. Rpt. of [information is given at the bottom of the first page of the chapter.]


In-text Documentation for MLA

- The quotation mark comes before the documentation.
- The punctuation at the end of the sentence comes after the documentation.
- If the documentation follows a block quotation, place the punctuation before the documentation.

One Work by One Author

Gregory Lampe spoke highly of Douglass (125-35). OR He spoke highly of Douglass (Lampe 125-35).

Two or More Authors

Others found many changes (Andrews and Curtis 65). “King was put in jail” (Smith, Cooper, Brown and Brennan 123). OR “King was put in jail” (Smith, et al. 123).

On-line Reference

“They were going to go too” (Cook, par. 13).

Personal Interview

It is preferable to include the name of the person in the text, rather than in a parenthetical reference.
Criticism Source (Magazine Article Cited)

Text is what you have quoted, Wilson is the author, 8 is the volume and 274 is the page number:
“Text” (Wilson 8: 274).

Electronic Sources

(Wood, screens 2-3) OR (Thomas, par. 44)

If no author is given, use a shortened form of the title, including the first word listed in the list of references, in place of the author’s name: (“Founding,” par. 16)

Corporation: (Public Agenda Foundation, par. 25)

It is better to use a long corporate name in the text and just the screen or paragraph number in the parenthetical reference: The Public Agenda Foundation has statistics about the involvement (par. 25).

MLA Factoids

If there is no date listed, use: (n.d.). If there is no author listed, start with the article title.

Divide a URL after a slash or before a dot.

Shorten publisher names. Use the surname of the first person’s name: John Wiley and Sons—Use Wiley. For Harcourt Brace, use Harcourt. Omit articles, A, An, The; business abbreviations, such as, Co., Inc.; and descriptive words, Books, House, Press, Publishers. For Ohio State University Press, use Ohio State UP or for Ohio State University, use Ohio State U.

List the authors or editors for each citation in the order given on the publication. If there are two or more authors or editors, put the last name and then first name of the first author. Then put the other names with the first name first: White, Jean Marie, Joe Brown, and Sue Ellen Adams.

Capitalize the first word, proper nouns, and all important words of a book title, Internet article title, a magazine article title and a subtitle.

Underline book titles, magazine titles, newspaper names, and Internet article titles.

SEE THE SAMPLE ON THE NEXT PAGE. The reference list should be on a separate sheet of paper with one-inch margins. The words, Works Cited, are centered. If you use only one source, center the words, Work Cited. Do not bold any information. The font and its size should be the same throughout the list and the same as the text of the paper, usually size 12. The entire list is double-spaced (one line in between). Do not put extra spaces between the citations. The second and subsequent lines should be indented. Alphabetize the citations in one list, either by the name of the author or editor or the first significant word of the title. In the sample on the next page, the title, The Apple of Her Eye, comes before the author, Brown, because the word, The, is ignored in alphabetizing. The words, A and An at the beginning of a title, are ignored, too.

Works Cited

