

MLA DOCUMENTATION GUIDE

This guide lists some of the most common MLA citations, but not all of them. It does not include electronic sources. If you find that the source you are trying to document does not fit any of these specifications, refer to *The New Century Handbook* or *MLA Handbook for Writers of Research Papers*. The examples below were taken from *The New Century Handbook*.

In-text citations:

- 1. Author named in the narrative.** If you include the author's name in the paraphrase or direct quote, cite just the page number of the information in parentheses at the end of the cited material. Put the citation outside the quotation marks, but inside the end punctuation.
Example: Attempting to define ethnic stereotyping, Gordon Allport states that "much prejudice is a matter of blind conformity with prevailing folkways" (12).
- 2. Author not named in the narrative.** If you do not use the author's name in the quoted material, include it before the page number.
Example: When Mitford and Peter Rodd were first engaged, "they even bought black shirts and went to some Fascist meetings" (Guinness 304).
- 3. Multiple sentences borrowed.** Document every piece of information you use. If you write an entire paragraph using information from one source, include the author's name at the beginning of the paragraph, but cite the individual page numbers with each piece of appropriate information.
Example: As Endelman shows, the turbulence of the interwar years – "political agitation, social discrimination, street hooliganism" (191) – culminated in the formation of the British Union of Fascists. He states that anti-Semitism "was common enough that few Jews could have avoided it altogether or been unaware of its existence" (194).
- 4. More than one author.** If the work is by more than one author, list the authors' names. If the work is by four or more authors, you may include only the first author's name and "et al."
Example: In *The Development of Writing Abilities*, the authors present a theory of writing based upon whether a writer assumes a participant or a spectator role (Britton, Burgess, Martin, McLeod, and Rosen).
OR (Britton et al.).
*Note: A page number is not included because the entire work is referred to.
- 5. Different works by the same author.** If you use two works by the same author, include the author's name, a comma, the title of the source (may be abbreviated), and the page number in the documentation. If you use the author's name in the text, just include the source title.
Example: Her first volume of memoirs, published in 1975, tells the story of her friend, whom her mother would not allow her to choose for games at parties (Mitchison, *All Change Here* 85). In her pre-war novel, Mitchison, who was the housebound wife of an Oxford don, derives a strange solution to England's economic problems (*We Have Been Warned* 441).
- 6. Anonymous works.** If the work is anonymous, include the title and the page number when available.
- 7. Works of literature.** When citing a classic work of literature, include the chapter number, section number, act number, scene number, and/or line numbers where appropriate.
Example: In *Paradise Lost*, Satan's descent to earth is described in graphic detail (Milton 4.9-31).
- 8. Long quotation.** If a quote takes up more than four lines, begin the quote on a separate line and indent it 10 spaces from the left margin. Keep the quote double spaced, do not use quotation marks, and include the page number reference in parentheses outside of the end punctuation.

Works Cited page (Pay close attention to punctuation!):

- 1. Book by one author.** Include author's name, the book title, and publication information (where it was published, the publishing company, and the year it was published).
Example: Allport, Gordon W. *The Nature of Prejudice*. Palo Alto: Addison, 1954.
- 2. Book by two or three authors.** Follow the same formula used above, but include the names of all the authors in the order they are given on the title page of the book. Invert the name of the first author only.
Example: Goodsell, Anne S., Michelle R. Maher, and Vincent Tinto. *Collaborative Learning: A Sourcebook for Higher Education*. University Park, PA: National Center on Postsecondary Teaching, Learning, and Assessment, 1992.
- 3. Book by more than three authors.** Write out the names of all the authors or only the first and add "et al."
Example: Britton, James, et al. *The Development of Writing Abilities*. London: Macmillan, 1975.
- 4. Book with an editor.** For books with an editor rather than an author, include the editor's name, a comma, and "ed." or "eds." for more than one editor.
Example: Barbera, Jack, and William McBrien, eds. *Me Again: The Uncollected Writings of Stevie Smith*. New York: Farrar, 1982.
- 5. Chapter or selection from an edited work.** If you use a selection from a larger work that has an editor, include the author of the selection, the title of the selection, the title of the larger work, the editor of that work, the publication information, and the inclusive page numbers.
Example: Bambara, Toni Cade. "Raymond's Run." *The Norton Anthology of African American Literature*. Eds. Henry Louis Gates, Jr., and Nellie Y. McKay. New York: Norton, 1997. 2307-13.
- 6. Two or more books by the same author.** List the works alphabetically, but include the author's name only for the first one listed.
Example: Rose, Mike. *Lives on the Boundary: A Moving Account of the Struggles and Achievements of America's Educationally Underprepared*. New York: Penguin, 1989.
---. *Possible Lives: The Promise of Education in America*. Boston: Houghton, 1995.
- 7. Article in a journal paginated by volume.** For journals that continue to number pages from one issue to the next, include the author of the article, the article title, the journal title, volume number, year of publication, and the pages of the article.
Example: Bloom, Lynn Z. "Why I (Used to) Hate to Give Grades." *College Composition and Communication* 48 (1997): 360-71.
- 8. Article in a journal paginated by issue.** For a journal that renumbers each issue, include the volume and issue number after the journal title.
Example: Kogen, Myra. "The Conventions of Expository Writing." *Journal of Basic Writing* 5.1 (1986): 24-37.
- 9. Magazine article.** Include the author's name if given, article title, magazine title, as specific a date as can be given according to how often the magazine is published, and the page numbers.
Example: "It started in a Garden." *Time* 22 Sept. 1952: 110-11.
Example: MacDonald, Heather. "Downward Mobility: The Failure of Open Admissions at City University." *City Journal* Summer 1994: 10-20.
- 10. Newspaper article.** Provide the author, article title, newspaper name (no "The," "An," or "A"), city of publication if not given in the newspaper name, date, section, and page number.
Example: Titze, Maria. "Warning: Trust in Courts Needed." *Deseret News* [Salt Lake City] 16 Jan. 2001: A1.